CITY OF LAWNDALE
AGENDA OF THE LAWNDALE
CITY COUNCIL REGULAR MEETING AND THE
SUCCESSOR AGENCY REGULAR MEETING

Monday, December 1, 2025, 6:30 PM
Council Chambers
14717 Burin Ave
Lawndale, CA 90260

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

How to observe the Meeting:
To maximize public safety while maintaining transparency and public access, members of the public may now attend the meeting in person. The meeting will also continue to be available for viewing on YouTube "Lawndale CityTV", the City TV Website, and Lawndale Community Cable Television on Spectrum and Frontier Channel 3.

Copies of this agenda are available prior to the meeting in the Lawndale City Hall foyer or on the City website. Interested parties may contact the City Clerk's Department at (310) 973-3213 for clarification regarding any individual agenda item."

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

A. CALL TO ORDER AND ROLL CALL

B. CEREMONIALS (Flag Salute and Inspiration)

C. PUBLIC SAFETY REPORT

1. Los Angeles County Sheriff's Department Update

2. Los Angeles County Fire Department Update

D. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA (Public Comments)

E. COMMENTS FROM COUNCIL

F. CONSENT CALENDAR

CITY COUNCIL
Items 3 through 7 will be considered and acted upon under one motion unless a City Councilmember removes individual items for further City Council consideration or explanation.

3. Motion to read by title only and waive further reading of all ordinances listed on the Agenda

— Recommendation: that the City Council read by title only and waive further reading of all ordinances listed on the agenda.

4. Accounts Payable Register

— Recommendation: Staff recommends that City Council adopts Resolution No. CC-2512-056 authorizing the payment of certain claims and demands in the amount of $368,435.94.

5. Minutes of the Lawndale City Council Regular Meeting - November 17, 2025

— Recommendation: that the City Council approve the minutes.

6. Plant a Tree Memorial Program for Youth - Guidelines

— Recommendation: that the City Council approve the updated guidelines for the program.

7. South Bay Workforce Investment Board Quarterly Summary Report

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

G. CONSENT CALENDAR

SUCCESSOR AGENCY

Item 8 will be considered and acted upon under one motion unless an Agency Member removes individual items for further Agency consideration or explanation.

8. Minutes of the Successor Agency Meeting, June 16, 2025

— Recommendation: that the Successor Agency approve the minutes.

H. ADMINISTRATION

SUCCESSOR AGENCY

9. Consideration of the Recognized Payment Obligation Schedule (ROPS) 26-27 and the Administrative Budget for Fiscal Year 2026-2027

— Recommendation: that the Successor Agency 1.) Approve and direct staff to submit to the Los Angeles County Oversight Board and California Department of Finance the ROPS 26-27 and Administrative Budget FY 2026-27; and 2.) Authorize staff to make any changes requested by the California Department of Finance.

I. ADMINISTRATION

CITY COUNCIL

10. Approve Second Amendment to Street Sweeping Services Agreement

— Recommendation: that the City Council 1.) Approve the Second Amendment to the street sweeping services agreement, extending the contract for one year – from January 1, 2026 through December 31, 2026 at an additional cost of $22,047, resulting in a new annual agreement cost of $389,503; and 2.) Authorize an additional appropriation of $11,022 to the FY2025-26 budget to cover the increased costs.

11. Approve the Third Amendment to Contract Services Agreement for Public Works and City Hall Facility Needs Project

— Recommendation: that the City Council approve the Third Amendment to the agreement for the Public Works and City Hall Facility Needs Project. The extended term of the agreement will have a new expiration date of June 30, 2026, at no increase to the current project cost.

12. Direction for Request for Proposal - Community Development Department's Building and Safety Services

— Recommendation: that the City Council 1.) Authorize staff to move forward with the RFP process; or 2.) Provide further direction to staff.

13. Appropriate Additional Funding for FY 23/24 Street Rehabilitation and FY 24/25 Sidewalk Replacement Project

— Recommendation: that the City Council 1.) Authorize the appropriation of funds in the amount of $17,000.00 to the FY 2023-24 Street Rehabilitation and FY 2024-25 Sidewalk Replacement Project; and 2.) Approve the Contract Amendment with Sequel Contractors, Inc. to increase it by $17,000.

J. CITY MANAGER REPORT

K. ITEMS FROM CITY COUNCILMEMBERS

14. Report of Attendance at Meetings

L. CLOSED SESSION

15. Conference with Legal Counsel – Anticipated Litigation

— The City Council will conduct a closed session pursuant to Government Code section 54956.9(d)(4), to discuss the potential initiation of litigation: one (1) case.

16. Conference with Legal Counsel – Potential Litigation

— The City Council will conduct a closed session pursuant to Government Code Section 54956.9(d)(2), to confer with legal counsel regarding a significant exposure to litigation, the facts and circumstances of which are not known to the potential plaintiff: two (2) cases.

17. Public Employee Appointment

The City Council will conduct a closed session, pursuant to Government Code section 54957(b), regarding the appointment of a City Manager.

M. ADJOURNMENT

The next regularly scheduled meeting of the City Council will be held at 6:30 p.m. on Monday, December 15, 2025, in the Lawndale City Hall Council Chamber, 14717 Burin Avenue, Lawndale, California.

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

I hereby certify under penalty of perjury under the laws of the State of California that the agenda for the regular meeting of the City Council to be held on Monday, December 1, 2025, was posted no less than 72 hours prior to the meeting.

/s/ Yvette Palomo
Yvette Palomo, Assistant City Clerk

Date Posted: November 26, 2025

CITY OF LAWNDALE

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

DATE: December 1, 2025

TO: Honorable Mayor and City Council

FROM: Dr. Sean M. Moore, City Manager

PREPARED BY: Vanesa Alvarez, Administrative Assistant

SUBJECT: **Los Angeles County Sheriff's Department Update**

No supporting documentation was forwarded to the City Clerk Department for this item.

CITY OF LAWNDALE

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

DATE: December 1, 2025

TO: Honorable Mayor and City Council

FROM: Dr. Sean M. Moore, City Manager

PREPARED BY: Vanesa Alvarez, Administrative Assistant

SUBJECT: **Los Angeles County Fire Department Update**

No supporting documentation was forwarded to the City Clerk Department for this item.

CITY OF LAWNDALE

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

DATE:	December 1, 2025
TO:	Honorable Mayor and City Council
FROM:	Dr. Sean M. Moore, City Manager
PREPARED BY:	Vanesa Alvarez, Administrative Assistant
SUBJECT:	**Motion to read by title only and waive further reading of all ordinances listed on the Agenda**

RECOMMENDATION

Staff recommends that the City Council read by title only and waive further reading of all ordinances listed on the agenda.

CITY OF LAWNDALE

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

DATE: December 1, 2025

TO: Honorable Mayor and City Council

FROM: Dr. Sean M. Moore, City Manager

PREPARED BY: Hrant Manuelian, Finance Director/City Treasurer

SUBJECT: **Accounts Payable Register**

RECOMMENDATION

Staff recommends that City Council adopts Resolution No. CC-2512-056 authorizing the payment of certain claims and demands in the amount of $368,435.94.

Attachments

A. CC-2512-056 - AP Resolution - Dec. 1, 2025.pdf

ATTACHMENT A

RESOLUTION NO. CC-2512-056

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAWNDALE, CALIFORNIA AUTHORIZING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF $368,435.94

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

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

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

SECTION 3. That the claims and demands paid by check numbers 208404 through 208461 for the aggregate total of $368,435.94 are hereby authorized.

Effective Date: December 1st, 2025

Approved by:

Hrant Manuelian, Director of Finance

Gregory M. Murphy, City Attorney

PASSED, APPROVED AND ADOPTED on this 1st day of December 2025.

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-2512-056 at a regular meeting of said Council held on the 1st day of December 2025, by the following roll call vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Robert Pullen-Miles, Mayor					
Pat Kearney, Mayor Pro Tem					
Bernadette Suarez					
Sirley Cuevas					
Francisco M. Talavera					

_____

Erica Harbison, City Clerk

City of Lawndale
Summary of Audited Claims and Demands

Claims and Demands Paid By Check:

	Check Number		
Check Date	Beginning	Ending	Aggregate Total
11/13/2025	208404	208423	172,964.63
11/20/2025	208424	208461	195,471.31
	Total Checks		**368,435.94**

Check# 208420 is a reissuance of previously approved check# 208395.

Claims and Demands Paid By Electronic ACH Transfer:

Date	Name of Payee	Description	Amount
	Total ACH Payments		**0.00**

Total Audited Claims and Demands Paid	**368,435.94**

Check Register Report

City of Lawndale

BANK: WELLS FARGO BANK N.A

Date: 11/13/2025
Time: 8:57 am

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
208404	11/13/2025	Printed		6915	AMERICAN POWER SECURITY SVCS	SECURITY GUARD -	2,054.00
208405	11/13/2025	Printed		4185-WEST	AMERICAN STRUCTURAL PEST	CSD 3RD FLOOR KITCHEN MONTHLY	154.00
208406	11/13/2025	Printed		7660	ARAMSCO INC	CUSTODIAL SUPPLIES	919.68
208407	11/13/2025	Printed		7194	BAVCO BACKFLOW APPARATUS &	BACKFLOW VALVE INSPECTIONS	590.00
208408	11/13/2025	Printed		0163	CAPITAL OF SOUTH BAY INC.	OUTDOOR LAMP - CITY HALL	78.23
208409	11/13/2025	Printed		0219	COUNTY OF LA DEPT OF PUBLIC WK	INDUSTRIAL WASTE- SEP. 2025	11,645.09
208410	11/13/2025	Printed		0219	COUNTY OF LA DEPT OF PUBLIC WK	BUILDING & SAFETY SERVICES -	38,781.05
208411	11/13/2025	Printed		8316	DIAMOND ENVIRONMENTAL SERVICES	4 RESTROOMS & 1 SINK -	490.00
208412	11/13/2025	Printed		8686	TYRONE DUBOSE JR.	FACILITY DEPOSIT REFUND	1,250.00
208413	11/13/2025	Printed		1288	EWING IRRIGATION PRODUCTS INC	IRRIGATION TIMERS -	799.47
208414	11/13/2025	Printed		4639	INSIGHT PUBLIC SECTOR INC	SOHPOS ANTI-VIRUS LIC.	3,713.54
208415	11/13/2025	Printed		7733	MARIA'S GARDEN CENTER &	5 TREES - HAWTHORNE CENTER	729.30
208416	11/13/2025	Printed		7940	MARIPOSA LANDSCAPES, INC	TREE REMOVALS - SEP. 2025	61,440.00
208417	11/13/2025	Printed		8281	EDUARDO MORALES	PLANNING DEPOSIT REFUND	713.75
208418	11/13/2025	Printed		0439	SOUTHERN CALIFORNIA EDISON CO.	UTILITIES ELECTRICITY	22,052.10
208419	11/13/2025	Printed		0444	SPCA LA	ANIMAL SHELTERING SERVICES -	14,100.00
208420	11/13/2025	Printed		8682	STRONG ARM INVESTMENT	PLANNING DEPOSIT REFUND	5,890.01
208421	11/13/2025	Printed		0849	THE SAFEMART OF SO CAL INC	10 KEYS - CITY HALL	40.33
208422	11/13/2025	Printed		3672-CCK	U.S. BANK CORPORATE PAYMENT	CREDIT CARD PAYMENT	7,453.28
208423	11/13/2025	Printed		2883	UNDERGROUND SERVICE ALERT SC	MONTHLY MAINT. FEE	70.80
			Total Checks: 20			**Checks Total (excluding void checks):**	**172,964.63**
			Total Payments: 20			**Bank Total (excluding void checks):**	**172,964.63**
			Total Payments: 20			**Grand Total (excluding void checks):**	**172,964.63**

Check Register Report

Date: 11/19/2025
Time: 4:34 pm
Page: 1

City of Lawndale

BANK: WELLS FARGO BANK N.A

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
208424	11/20/2025	Printed		8692	YVETTE VELORIA ALLEN	FACILITY DEPOSIT REFUND	500.00
208425	11/20/2025	Printed		2207	ASAP SIGN & BANNER, LLC	CHANGE DATE ON BANNERS -	612.94
208426	11/20/2025	Printed		7766	BURKE, WILLIAMS &	LEGAL SERVICES - SEP. 2025	49,128.74
208427	11/20/2025	Printed		8319	C&S GARDEN CENTER	PLANTS - MANHATTAN BCH CENTER	700.35
208428	11/20/2025	Printed		2754	CITY OF TORRANCE	AREA G COST ALLOCATION	6,185.00
208429	11/20/2025	Printed		6244	DATA TICKET, INC	FIREWORK CITATION REFUNDS	5,000.00
208430	11/20/2025	Printed		8691	DAN DELURGIO	SINATRA TRIBUTE - SR.	400.00
208431	11/20/2025	Printed		0242	FEDEX	OVERNIGHT SHIPPING CHARGE	133.60
208432	11/20/2025	Printed		8690	HERC RENTALS INC.	3 BALLOON LED LIGHT CARTS -	747.02
208433	11/20/2025	Printed		8687	LETICIA HERNANDEZ DE CHAVEZ	PLANNING DEPOSIT REFUND	1,017.75
208434	11/20/2025	Printed		6051	INFANTE BROS LAWNMOWER SHOP	EQUIPMENT & $145.00 SERVICE	300.26
208435	11/20/2025	Printed		8695	LA INVESTMENT LLC.	LEGAL COST RECOVERY:	13,299.69
208436	11/20/2025	Printed		7801	IGNATIUS LIN	PLANNING COMMISSION STIPEND	50.00
208437	11/20/2025	Printed		6134	JOHN MARTINEZ	PLANNING COMMISSION STIPEND	100.00
208438	11/20/2025	Printed		6445	MICHAEL BAKER INTL, INC	CDBG CONSULTING SERVICES -	5,335.00
208439	11/20/2025	Printed		5560	MITSUBISHI ELECTRIC US, INC	ELEVATOR MAINTENANCE SERVICES	616.46
208440	11/20/2025	Printed		6815	OOH LA-LA FACE PAINTING	FACE PAINTERS - ANGEL TREE	960.00
208441	11/20/2025	Printed		8347	YVETTE PALOMO	FSA REFUND	199.70
208442	11/20/2025	Printed		8694	DANELL PAUTA	FACILITY DEPOSIT REFUND	1,500.00
208443	11/20/2025	Printed		7764	NI KAL S. PRICE	PLANNING COMMISSION STIPEND	100.00
208444	11/20/2025	Printed		8619	PRIMO BRANDS	BOTTLE WATER SERVICE -	1,417.72
208445	11/20/2025	Printed		8693	BENNIE REESE	FACILITY DEPOSIT REFUND	500.00
208446	11/20/2025	Printed		5895	RICOH USA INC	USAGE CHARGES FOR COPIERS-	879.42
208447	11/20/2025	Printed		8688	FARBOD SADEGH	PLANNING DEPOSIT REFUND	1,600.00
208448	11/20/2025	Printed		2051	MADONNA SITKA	PLANNING COMMISSION STIPEND	50.00
208449	11/20/2025	Printed		6810	SMOKE GUARD CALIFORNIA INC	ELEVATOR:REPLACE 2 MODEL 400	6,250.00
208450	11/20/2025	Printed		8397	SOUND CONTROL	DJ SERVICE - ANGEL TREE	600.00
208451	11/20/2025	Printed		0211	SOUTHERN CALIFORNIA NEWS GROUP	LEGAL ADS - CASE 25-21 & 25-23	1,265.38
208452	11/20/2025	Printed		8177	SOUTHWEST PATROL, INC.	ARMED SECURITY SERVICES	14,080.00
208453	11/20/2025	Printed		0444	SPCA LA	ANIMAL SHELTERING SERVICES -	1,440.00
208454	11/20/2025	Printed		0458	THE SALVATION ARMY	MEALS ON WHEELS - OCT. 2025	192.00
208455	11/20/2025	Printed		8689	LOIS THREATS	FACILITY DEPOSIT REFUND	162.50
208456	11/20/2025	Printed		8141	TRANSPORTATION CONCEPTS	LAWNDALE BEAT FIXED ROUTE -	71,153.22
208457	11/20/2025	Printed		3672-PWD	U.S. BANK	CREDIT CARD PAYMENT	1,854.96
208458	11/20/2025	Printed		8678	MONICA URQUIETA	CARICATURE SVCS - ANGEL TREE	600.00
208459	11/20/2025	Printed		6112	DANIEL URRUTIA	PLANNING COMMISSION STIPEND	100.00
208460	11/20/2025	Printed		3373	VERIZON WIRELESS	DESK & CELL PHONE SERVICE/ SIM	5,542.94
208461	11/20/2025	Printed		0480	VISTA PAINT	GRAFFITI SUPPLIES	896.66
			Total Checks: 38			**Checks Total (excluding void checks):**	**195,471.31**
			Total Payments: 38			**Bank Total (excluding void checks):**	**195,471.31**
			Total Payments: 38			**Grand Total (excluding void checks):**	**195,471.31**

Council Meeting 12/01/2025
Details of US Bank Credit Card Charges & Petty Cash Expenses

Vendor# 3672- CCK

Date	Vendor	Description	Amount
10/1/2025	Top Golf El Segundo	Venue deposit - Holiday Party 2025	5,990.22
10/1/2025	League Of Ca Cities	New Law Seminar - Y. Palomo 11/12/25 - 11/24/25	600.00
10/8/2025	Anypromo.Com	Lunch bag and samples - Holiday Party 2025	20.64
10/12/2025	Costco Whse	Chocolate candy - Holiday Party 2025	76.14
10/14/2025	Amazon	Raffle prizes - Holiday Party 2025	306.89
10/14/2025	Amazon	Supplies: gift bags, envelopes, prizes - Holiday Party 2025	362.76
10/14/2025	Costco Whse	Drinks/snacks for ethics training 10/14/25	96.63
Check Date 11/13/2025; Check# 208422			**$ 7,453.28**

Vendor# 3672- PWD

Date	Vendor	Description	Amount
9/23/2025	Amazon	Letter tray for PW and an electric stapler for Johnny	65.91
9/23/2025	The Home Depot	Zinc spring links, white twisted nylon rope	92.59
9/25/2025	The Home Depot	Brass boiler drain valve	10.21
9/29/2025	The Home Depot	Drum liners, and multi-cleaner	68.42
9/30/2025	The Home Depot	Dewalt black steel tamper, WD-40 lubricant spray	57.15
9/30/2025	The Home Depot	Lock pin	21.00
10/3/2025	Grainger	Partition panel for Jane Addams Park restroom	976.40
10/13/2025	The Home Depot	Disinfectant wipes, and Airwick	47.01
10/14/2025	The Home Depot	Soap/lotion dispenser with transitional design in polished chrome, and self-adhesive bumpers	105.78
10/14/2025	The Home Depot	Felt pads	5.49
10/16/2025	Grainger	Wire rope to replace the banner on Hawthorne Blvd	265.78
10/17/2025	A1 Smog Test Center	Smog check for vehicle # 504	44.75
10/17/2025	A1 Smog Test Center	Smog check for vehicle # 512	44.76
10/17/2025	O'Reilly Auto Parts	Seat covers for vehicle # 491	49.71
Check Date 11/20/2025; Check# 208457			**$ 1,854.96**

Petty Cash

*No petty cash replenishment during this period.

CITY OF LAWNDALE

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

DATE:	December 1, 2025
TO:	Honorable Mayor and City Council
FROM:	Dr. Sean M. Moore, City Manager
PREPARED BY:	Vanesa Alvarez, Administrative Assistant Yvette Palomo, Assistant City Clerk
SUBJECT:	**Minutes of the Lawndale City Council Regular Meeting - November 17, 2025**

RECOMMENDATION

Staff recommends that the City Council approve the minutes.

Attachments

City-Council-Regular-Meeting-11-17-2025-minutesdraft.pdf

ATTACHMENT A

DRAFT MINUTES
City Council Regular Meeting
November 17, 2025

A. CALL TO ORDER AND ROLL CALL

Mayor Pullen-Miles called the meeting to order at 6:30 p.m. in the City Hall Council Chamber, 14717 Burin Avenue, Lawndale, California.

Councilmembers Present: Mayor Robert Pullen-Miles, Mayor Pro Tem Pat Kearney, Councilmember Bernadette Suarez, Councilmember Francisco M. Talavera, Councilmember Sirley Cuevas

Other Participants: City Manager Dr. Sean M. Moore, City Attorney Gregory M. Murphy, City Clerk Erica Harbison, Assistant City Clerk Yvette Palomo, Deputy City Manager/Director of Human Resources Raylette Felton, Los Angeles County Sheriff's Department Lieutenant Ricky Osburn, Finance Director Hrant Manuelian, Community Services Director Jason Minter, Public Works Director Luis (Lucho) Rodriguez, Community Development Director Peter Kann, Municipal Services Director Michael Reyes

B. CEREMONIALS (Flag Salute and Inspiration)

Councilmember Cuevas led the flag salute. Retired Pastor Dwight Dudley provided the inspiration.

C. PUBLIC SAFETY REPORT

1. Los Angeles County Sheriff's Department Update

Lieutenant Osburn summarized the recent law enforcement activities and invited the community to attend the Angel Tree Lighting on Friday, December 5, 2025, at 4:00 p.m. at the Lawndale Civic Center.

D. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA (Public Comments)

Andrew Blackney, Resident, commented on the Redondo Beach Boulevard Active Transportation Corridor Project and provided a letter in support of the project.

E. COMMENTS FROM COUNCIL

Councilmember Talavera thanked everyone for attending tonight's meeting, and thanked Resident Blackney for providing the update on the Redondo Beach Boulevard Active Transportation Corridor Project.

Councilmember Suarez thanked everyone that spoke and asked about the next steps for the Redondo Beach Boulevard Active Transportation Corridor Project.

Public Works Director Rodriguez responded that staff will contact the City of Redondo Beach for an update on the Redondo Beach Boulevard Active Transportation Corridor Project.

Mayor Pullen-Miles asked if they should wait for more information before sending a letter to the City of Redondo Beach.

Public Works Director Rodriguez responded that staff will contact the City of Redondo Beach for an update before submitting a letter.

Councilmember Cuevas thanked everyone for attending tonight's meeting.

Mayor Pro Tem Kearney thanked everyone for attending tonight's meeting.

Mayor Pullen-Miles thanked everyone for attending tonight's meeting, and thanked Resident Blackney for providing the letter regarding the Redondo Beach Boulevard Active Transportation Corridor Project.

F. CONSENT CALENDAR

A motion was made by Mayor Pro Tem Kearney and seconded by Councilmember Cuevas to approve the Consent Calendar. The motion passed by a vote of 5-0.

2. Motion to read by title only and waive further reading of all ordinances listed on the Agenda

— Recommendation: that the City Council read by title only and waive further reading of all ordinances listed on the agenda.

DRAFT

3. Accounts Payable Register

— Recommendation: Staff recommends that City Council adopts Resolution No. CC-2511-055 authorizing the payment of certain claims and demands in the amount of $961,862.39.

4. Minutes of the Lawndale City Council Regular Meeting - November 3, 2025

— Recommendation: that the City Council approve the minutes.

G. ADMINISTRATION

5. Approval of Budget for Public Safety Officer Position

— Recommendation: that the City Council approve an increase in the annual budget for the creation of a Public Safety Officer position for $101,500.

Municipal Services Director Reyes presented the staff report.

In response to Mayor Pro Tem Kearney's and Mayor Pullen-Miles's questions, Municipal Services Director Reyes responded that the position would be under the supervision of the Municipal Services Department and that the position name has been changed to Public Safety Officer (PSO).

Municipal Services Director Reyes presented a video about the City of Norwalk's PSO position.

Lieutenant Osburn gave a presentation about City of Norwalk's Public Safety Model.

Discussion ensued between Councilmembers and staff about community trust, officer responsibilities, communication methods, and public outreach for the pilot PSO position.

Mayor Pullen-Miles opened public comments.

Randall Abram, Resident, commented in favor of hiring a PSO to handle routine calls to allow deputies to patrol more.

Mayor Pullen-Miles closed public comments.

In response to Councilmember Cuevas's question, Municipal Services Director Reyes stated that the PSO would be housed at the Municipal Services Department, receive a branded City vehicle, and complete incident reports.

Councilmember Cuevas asked how the PSO gains the public's trust, and if crime rates have decreased due to the staffing of a PSO.

Brian McNerney, City of Bellflower Public Safety Director, stated that the PSO builds public trust through long-term staffing and consistency, and stated that there is no clear data showing the PSO directly lowers crime rates, but the program provides benefits such as increased community engagement and reduced response times to routine calls, enabling deputies to focus on higher-priority incidents.

In response to Councilmember Cuevas's question, Municipal Services Director Reyes stated that, based on discussions with the Los Angeles County Sheriff's Department (LASD), the planned work days for the PSO would be Monday through Friday.

In response to Councilmember Talavera's questions, Municipal Services Director Reyes stated that all calls would go through the LASD dispatcher who would assign appropriate incidents to the PSO, he commented that the PSO would complete official reports, be introduced to the community through neighborhood watch meetings, schools, events, City Council meetings, and local media, and that requiring higher education would increase costs and limit the applicant pool.

Councilmember Suarez commented that due to it being a new position, a community outreach campaign should be implemented to introduce the role and explain its responsibilities, expressed support for the agenda item and commented that, if the program proves successful, future funding could be directed toward expanding in-house PSOs instead of hiring additional security personnel.

Discussion ensued among City Councilmembers regarding the amount of funding to allocate for a community outreach campaign and bringing a future agenda item forward to discuss community outreach options.

A motion was made by Councilmember Suarez and seconded by Councilmember Cuevas to approve an increase in the annual budget for the creation of a Public Safety Officer position for $101,500. The motion passed by a vote of 5-0.

6. Feasibility Study for the Creation of the Lawndale Police Department

— Recommendation: that the City Council provide direction to staff on whether to research the feasibility of establishing a City run Police Department and whether to prepare a Request for Proposals (RFP) to solicit agencies to conduct a feasibility study for

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this purpose.

Municipal Services Director Reyes presented the staff report.

Mayor Pullen-Miles opened public comments.

Randall Abram, Resident, commented in opposition to the City preparing an RFP to conduct a feasibility study for the creation of a City police department and provided a handout.

Andrew Blackney, Resident, commented that the City establishing its own police department would be burdensome and suggested contracting with neighboring local police departments.

Deena Sopko, Resident, commented on the additional cost for the City to establishing its own police department and expressed support for LASD.

Mayor Pullen-Miles closed public comments.

Councilmember Kearney commented that establishing the City's own police department would be costly and complex, cited examples from other cities where consulting and staffing expenses were high. He noted additional costs for contracting specialized services such as SWAT, K9, and helicopters, and expressed concern about recruiting deputies. Councilmember Kearney suggested tabling the discussion and focusing on implementing the Public Safety Officer program.

Councilmember Cuevas commented on using the funds to hire an additional Public Safety Officer

Councilmember Suarez thanked everyone that spoke and commented in support of exploring other options such as contracting with surrounding cities.

A motion was made by Mayor Pro Tem Kearney and seconded by Councilmember Cuevas to direct staff to continue contracting with the Los Angeles County Sheriff's Department. The motion passed by a vote of 4-1, with Councilmember Suarez voting no.

7. Plant a Tree Memorial Program for Youth

— Recommendation: that the City Council 1.) Comment on the guidelines for the Plant a Tree Memorial Program for youth; 2.) Provide direction for staff; or 3.) Approve the Plant a Tree Memorial Program for youth and the supporting guidelines.

Public Works Director Rodriguez presented the staff report.

In response to Councilmember Cuevas's question, Public Works Director Rodriguez stated that there is space for a maximum of five trees, plaques will not be installed, and guidelines will be created.

In response to Mayor Pro Tem Kearney's question, Public Works Director Rodriguez responded that plants have not been discussed, and that not all parkways are large enough to accommodate memorial plants.

Councilmember Talavera asked about the average lifespan of park trees and how often replacements are needed, commented that allowing families to choose different tree types reduces the uniformity and symbolism of the memorial program, and that without plaques, the sentiment and meaning of the memorial program may be diminished.

Public Works Director Rodriguez responded that trees have a long life span compared to plants' limited life-span.

Discussion ensued among City Councilmembers about buying the trees locally and using one uniform species for easy recognition, clarifying that no flowers or memorial items would be permitted, and that the $1,000 fee covers the costs of the tree, planting, materials, and ongoing maintenance.

A motion was made by Mayor Pullen-Miles and seconded by Councilmember Cuevas to approve the Plant a Tree Memorial Program for youth and bring back on the Consent Calendar with the recommended tree type and revised guidelines that do not allow flowers. The motion passed a vote of 5-0.

8. Letter of Support for the South Bay Cities Council of Governments Application to the Caltrans FY 26-27 Sustainability Planning Grant

— Recommendation: that the City Council 1.) Review and consider the attached draft letter of support for the South Bay Cities Council of Governments Application to the Caltrans FY 26-27 Sustainability Planning Grant; and 2.) Approve and direct staff to finalize the letter, as prepared, with the Mayor and City Councilmembers signature lines for transmittal to the South Bay Cities Council of Governments; or, 3.) Provide further direction.

Deputy City Manager/Director of Human Resources Felton presented the staff report.

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Discussion ensued among City Councilmembers and staff regarding clarification on vehicle locations, the number of vehicles, and whether parking would be on public or private property, and that final approval for Lawndale would remain with the City.

Mayor Pullen-Miles opened public comments.

Annette Owens, Resident, commented in opposition of supporting the program due to safety matters.

Mayor Pullen-Miles closed public comments.

Discussion ensued among City Councilmembers regarding approval of the letter, noting that the parking analysis would not obligate the City to implement any recommendations and that any identified locations would require future City Council approval.

A motion was made by Councilmember Suarez and seconded by Councilmember Cuevas to approve and direct staff to finalize the letter of support, as provided, with the Mayor and City Councilmembers signature lines for transmittal to the South Bay Cities Council of Governments. The motion passed by a vote of 5-0.

9. Request for Additional Funding and Notice of Completion - City Parks Irrigation Project

— Recommendation: that the City Council 1.) Authorize staff to allocate an additional budget of $4,272.06 to cover the water cost; 2.) Accept the project completion by Mariposa Landscapes, Inc., for the City Parks Irrigation Project; 3.) Authorize staff to file the Notice of Completion with the Los Angeles County Registrar-Recorder County Clerk's Office; and 4.) Authorize staff to release 5% retention in the amount of $39,885.84 for the City Parks Irrigation Project.

Public Works Director Rodriguez presented the staff report.

In response to Councilmember Cuevas's questions, Finance Director Manuelian responded that sufficient American Rescue Plan Act funds remain and that funding is not an issue and Public Works Director Rodriguez stated that per the contract code for capital improvement projects, 95% of the contract amount is paid to the contractor, while 5% is retained and released after the notice of completion to ensure project obligations are met.

A motion was made by Mayor Pro Tem Kearney and seconded by Councilmember Cuevas to authorize staff to allocate an additional budget of $4,272.06 to cover the water cost, accept the project completion by Mariposa Landscapes, Inc., for the City Parks Irrigation Project, authorize staff to file the Notice of Completion with the Los Angeles County Registrar-Recorder County Clerk's Office, and authorize staff to release 5% retention in the amount of $39,885.84 for the City Parks Irrigation Project. The motion passed by a vote of 5-0.

H. CITY MANAGER REPORT

City Manager Dr. Moore thanked the City Council and Mayor for their support on the City Hall renovation project and expressed appreciation to the Los Angeles County Sheriff's Department for their ongoing service to the community, maintaining public safety and supporting City operations.

I. ITEMS FROM CITY COUNCILMEMBERS

10. Direction on Sign Code Update

— Recommendation: that the City Council 1.) Discuss the staff report; and 2.) Provide further direction to staff.

Community Development Director Kann presented the staff report.

Councilmember Cuevas's commented on signage rules not being enforced and that different sizes and unpermitted signs exist.

City Manager Dr. Moore stated that a sign code update was requested and the estimated cost is $400,000, requires a consultant and an RFP, commented that the process could be extensive, costly, and potentially contentious with the business community due to legal non-conforming, unpermitted, and permitted signs.

Councilmember Suarez clarified that she requested a sign code policy review only.

Discussion ensued among City Councilmembers and staff about current sign regulations, sign dimension's being requested by businesses, the samples provided in the exhibits, and bringing the item back for discussion to answer additional questions.

Councilmember Talavera requested the policy be reviewed and updated.

Discussion ensued among City Councilmembers and staff about sign fees, prohibited sign types, public schools being exempt from sign codes, allowing digital signage to advertise City events, and submitting a Request for Proposals (RFP).

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Discussion ensued among City Councilmembers and staff about current legal signs being grandfathered in if there is a sign code update, reviewing cost effective options, and asking the Planing Commission to review the sign code policy before issuing an RFP.

By consensus, the City Council directed staff to prepare a request for proposal, complete an analysis of the sign code policy and bring the item back at a future meeting.

11. Report of Attendance at Meetings

Councilmember Talavera attended the Neighborhood Watch meeting, Lawndale Elementary School District Board meeting, the City's 10th Annual Field of Honor event, and former City of Hawthorne Councilmember Nilo Vega Michelin's birthday celebration.

Councilmember Suarez thanked staff for organizing the City's 10th Annual Field of Honor event, requested a job performance review of the City Manager and an agenda item to discuss a Human Resources Manager position.

Councilmember Cuevas attended the Neighborhood Watch meeting, former City of Hawthorne Councilmember Nilo Vega Michelin's birthday celebration, requested an update on the Youth Development Center, the lobbyist position and thanked staff for organizing the City's 10th Annual Field of Honor event.

Mayor Pro Tem Kearney attended the Neighborhood Watch meeting, Liability Trust and Oversight Committee meeting, Los Angeles County West Vector Control District Board meeting, El Camino College State of the College event, former City of Hawthorne Councilmember Nilo Vega Michelin's birthday celebration, the City's 10th Annual Field of Honor event, and thanked the event's sponsors.

Mayor Pullen-Miles attended the Neighborhood Watch meeting, City of Hawthorne Councilmember Nilo Vega Michelin's birthday celebration, and the City's 10th Annual Field of Honor event, and thanked staff for organizing it and the sponsors for their support.

J. CLOSED SESSION

12. Conference with Legal Counsel – Potential Litigation

— The City Council will conduct a closed session pursuant to Government Code Section 54956.9(e)(2), to confer with legal counsel regarding a significant exposure to litigation, the facts and circumstances of which are known to the potential plaintiff. Number of cases: One (1).

13. Conference with Legal Counsel – Potential Litigation

— The City Council will conduct a closed session pursuant to Government Code Section 54956.9(e)(1), to confer with legal counsel regarding a significant exposure to litigation, the facts and circumstances of which are not known to the potential plaintiff. Number of cases: One (1).

14. Conference with Legal Counsel – Existing Litigation

— The City Council will conduct a closed session, pursuant to Government Code section 54956.9(d)(1), to discuss existing litigation: Name of Case: City of Lawndale v. LA Investment, LLC (LA Superior Court Case No. 20TRCV00065).

City Attorney Murphy read the aforementioned Closed Session matters by title only.

The City Council convened into closed session at 8:44 p.m.

The City Council reconvened from closed session at 10:41 p.m.

City Attorney Murphy reported that there was no reportable action for Agenda Item No. 12. Conference with Legal Counsel – Potential Litigation, Item No. 13. Conference with Legal Counsel – Potential Litigation and Item No. 14. Conference with Legal Counsel – Existing Litigation.

K. ADJOURNMENT

There being no further business to conduct, Mayor Pullen-Miles adjourned the meeting at 10:41 p.m.

_____
Robert Pullen-Miles, Mayor

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ATTEST:

_____
Erica Harbison, City Clerk

Approved: December 1, 2025

DRAFT

CITY OF LAWNDALE

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

DATE: December 1, 2025

TO: Honorable Mayor and City Council

FROM: Dr. Sean M. Moore, City Manager

PREPARED BY: Lucho Rodriguez, Public Works Director

SUBJECT: **Plant a Tree Memorial Program for Youth - Guidelines**

BACKGROUND

At the October 20, 2025 City Council meeting, staff received direction to create guidelines for the Plant A Tree Memorial Program for Youth to celebrate the life of youth that passed away.

At the November 17, 2025 City council meeting, staff presented a set of guidelines for the Plant a Tree Memorial Program for Youth. The program was approved with minor revisions to the guidelines.

STAFF REVIEW

The guidelines for the Plant a Tree Program for Youth are set in place to establish standards and requirements for the program, such as, who is the program for, the memorial tree that is representative of the program, the locations available for planting, the tree maintenance and replacement details, and the required fee.

In addition, the guidelines indicate that the tree will be provided and planted by the City's landscaping contractor. The locations will be determined on a one to one basis as applications are received. The proposed cost for the program is $1,000 per tree to cover the cost of the tree, planting, and maintenance. See Attachment A.

The revised guidelines name Crape Myrtle trees as the selected tree for the program. These once a year flowering trees come in a variety of colors and can grow up to 25 feet. The guidelines also crarify that placing flowers or other memorial items by the tree is not allowed in the program. The brochure and application to donate is included as attachment B.

LEGAL REVIEW

The City attorney has reviewed this staff report.

FISCAL IMPACT

There is no cost to the City for this program. All Fees will be paid by the donor.

RECOMMENDATION

Staff recommends that City Council approve the updated guidelines for the program.

Attachments

A. Plant a tree program guidelines 11-25.pdf

B. Plant A Tree Program Flyer 2025.pdf

Attachment A

Plant a Tree Memorial Program for Youth

November 2025

City of Lawndale's

Plant a Tree Memorial Program for Youth Guidelines

In response to public interest in commemorating youth memorials, the Public Works Department has established guidelines and a donation structure for the Plant a Tree for Youth Memorial Program.

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1. PURPOSE

The guidelines for the Plant a Tree Memorial Program for Youth establish standards for planting new trees within City parks donated by applicants as part of the program, ensuring consistent practices for tree selection, planting locations, and ongoing maintenance of the donated trees.

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2. PROGRAM OVERVIEW

The program allows families to dedicate a tree to commemorate the life of a juvenile under the age of eighteen (18) that passed away. To record the gift, the program includes a certificate acknowledging the donor's contribution.

- Approved locations: Hogan Park, Hopper Park, and Larry R. Rudolph Park.
- The Memorial tree is a **Crape Myrtle**. The City's contracted landscaping service provider will supply the tree and perform the planting.
- Cost of the tree, planting, maintenance, and the Certificate of Acknowledgment is a one-time fee, of $1,000. This cost is subject to an annual increase.

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3. APPLICATION AND APPROVAL PROCESS

a. Applications for the program are available from the Department of Public Works, which shall be submitted to the same department for review and approval.
b. Include the desired park (Hogan Park, Hopper Park, or Larry R. Rudolph Park). The City will make all efforts to find the appropriate space at the selected park. The final location will be decided by staff and the applicant depending on the space available at the requested site.
c. Payment must be paid in full before securing the tree and scheduling installation.

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4. TREE PLANTING GUIDELINES

a. Memorial tree is a Crape Myrtle tree.

b. One-year establishment period maintained by the City's landscape contractor.

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5. MAINTENANCE & REPLACEMENT

a. After the one-year establishment period, trees are maintained under the City's regular park maintenance program.

b. Trees are a living thing. The City will make reasonable e orts to maintain or replace trees that die within the first year.

c. The applicant will be contacted after the tree establishing period is over should the tree die or is in poor health, the City will communicate to the applicant of the decision to remove the tree. In such cases, the City will not plant a replacement tree. For a replacement tree, the applicant would have to submit a new application and pay the corresponding fee.

d. Commemorative plaques are not allowed to be installed at parks or any other locations within city limits.

e. Placing flowers or other memorial items by the tree is not allowed.

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6. LOCATIONS

Tree plantings may occur only in Hogan Park, Hopper Park, or Larry R. Rudolph Park.

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7. PROGRAM REVIEW

The policy and associated costs will be reviewed from time to time by the Public Works Department and adjusted, as necessary.

Attachment B

PLEASE COMPLETE ONE APPLICATION PER TREE DONATION

Applicant: _____

Address: _____

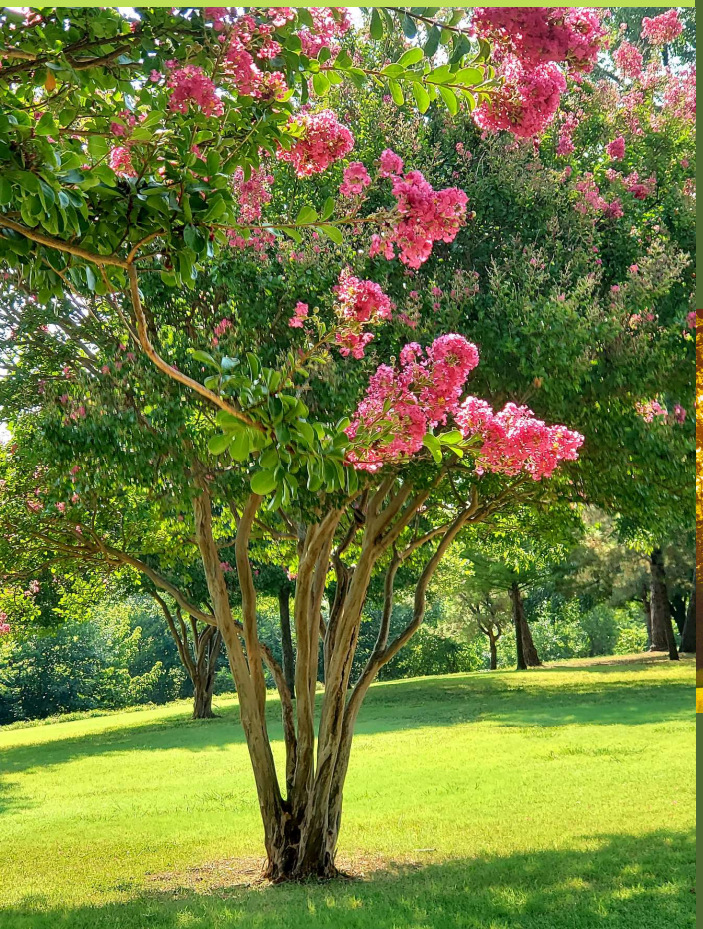
City/State: _____

Phone: _____

Email: _____

In Memory of:

_____





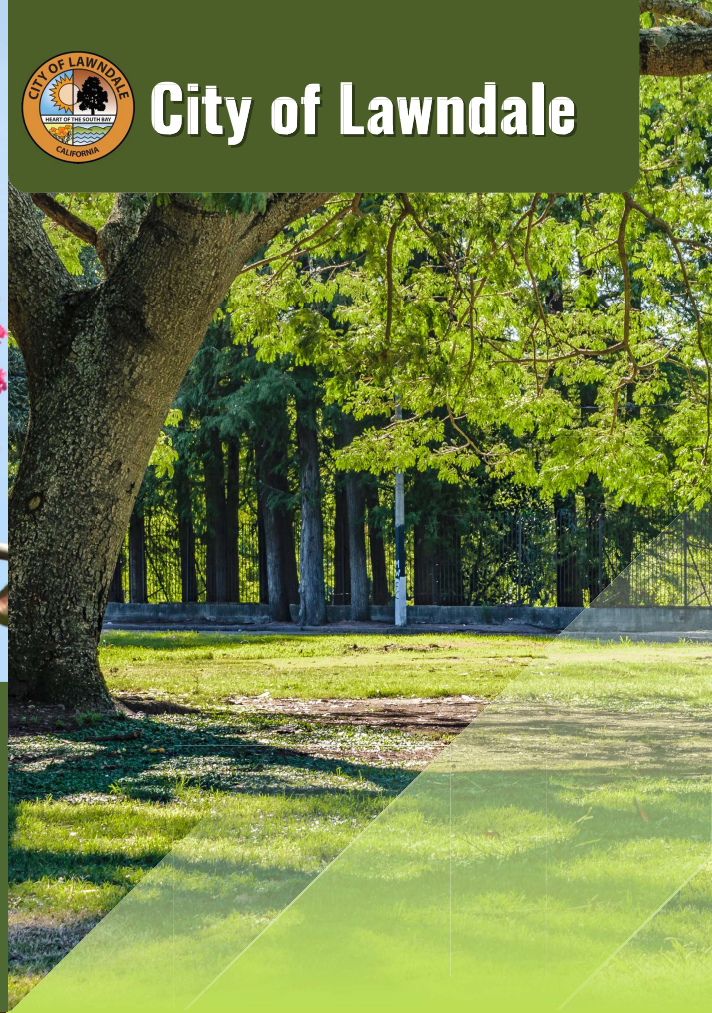
For more information, please call

(310) 973-3260



City of Lawndale
14717 Burin Avenue
(310) 973-3200
lawndale.ca.gov

City of Lawndale



PLANT A TREE

MEMORIAL PROGRAM FOR YOUTH



PLANT A TREE
MEMORIAL PROGRAM FOR YOUTH

The City of Lawndale, through the Public Works Department's "Plant A Tree Memorial Program For Youth", offers a meaningful and unique way to contribute to your community... a gift that will give others enjoyment for years to come.

This program allows the community to plant a tree in a City Park as a Memorial. The cost to participate is $1,000, and includes a 24" box tree and all of the materials and labor costs associated with the planting of your tree. The city has identified the type and species of tree for this program.

Upon receipt of the application, staff will reach out to you to discuss the park site to ensure that the planting will be compatible with the park needs.

To be a part of the "Plant A Tree" Memorial Program for Youth complete this application and mail a check or money order (payable to the City of Lawndale) to:

City of Lawndale
Public Works Department
14717 Burin Avenue
Lawndale, CA 90260

(Credit cards are accepted in person at the Finance Department)

Printed in 2025

CITY OF LAWNDALE

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

DATE: December 1, 2025

TO: Honorable Mayor and City Council

FROM: Dr. Sean M. Moore, City Manager

PREPARED BY: Vanesa Alvarez, Administrative Assistant

SUBJECT: **South Bay Workforce Investment Board Quarterly Summary Report**

RECOMMENDATION

Recommendation: that the City Council receive and file.

Attachments

Summary - SBWIB 101625

ATTACHMENT A

SOUTH BAY WORKFORCE INVESTMENT BOARD
11539 Hawthorne Blvd., Suite 500, Hawthorne, CA 90250
Office 310-970-7700; Fax 310-970-7712

Quarterly Summary of the
October 16, 2025, South Bay Workforce Investment Board of Directors Meeting
Lawndale

This report summarizes the October 16, 2025, South Bay Workforce Investment Board's (SBWIB) meeting activities and program accomplishments during the 1st Quarter of Program Year (PY) 2025-2026. As you are aware, the South Bay WIB is comprised of representatives from the eleven participating Cities of Lawndale, El Segundo, Inglewood, Hawthorne, Redondo Beach, Carson, Hermosa Beach, Manhattan Beach, Torrance, Lomita, and Gardena for the delivery of employment and training services through its One-Stop Business and Career Centers.

*The South Bay Workforce Investment Board's (SBWIB) 30th Annual Awards Ceremony was held on October 30, 2025. This Annual Awards Ceremony gave the SBWIB an opportunity to celebrate dedicated partners and customers, who continually strive for success, by showcasing individual, business, and partner success stories and highlighting training provider job placement rates. This year, Dr. Brenda Thames, President/CEO of El Camino College received the Esther Williams Award of Excellence. During the Ceremony, the SBWIB also recognized the Centinela Valley Union High School District, and one (1) former participant from the City of Lawndale. Net proceeds generated from the event will go towards sustaining and funding various youth-oriented programs and events.

*The South Bay Workforce Investment Board (SBWIB) and the Department of Rehabilitation (DOR) is in the planning stage for the Disability Access, Equity, and Inclusion (DAEI) Initiative. The SBWIB and DOR were awarded $993,000 by the Employment Development Department to implement a project that supports lasting cross-systems collaboration, co-enrollment, co-case management, and cross training with a goal of improving employment outcomes for individuals with disabilities. The SBWIB and DOR partnership will be strengthened through this project by allowing the development of sustainable plans to serve individuals with disabilities by co-

locating services, streamlining referrals processes, sharing data, regularly communicating, and having joint training sessions. The SBWIB will serve as the lead under the project coordinating services, ensuring compliance, and fostering partnerships with educational and community-based organizations including West Los Angeles College and El Camino College. Funding will be used to co-enroll a total of forty (40) individuals with disabilities into DOR and SBWIB programs to receive quality counseling, training, and employment placement services by April 30, 2027. The funding will also be utilized to support training for front-line staff and managers, employer engagement, and systems development to ensure that future participants with disabilities will benefit from workforce programming and services.

*The Regional Equity and Recovery Partnerships (RERP) grant reflects the SBWIB's broader commitment to reshaping how workforce systems support underrepresented community college students facing barriers to employment in the creative sector. As the lead agency for the Los Angeles Region's RERP initiative, in partnership with higher education partners such as West Los Angeles College and El Camino College paid work experience and on-the-job training opportunities, as well as comprehensive supportive services will be provided to one hundred and twenty-two (122) community college students by December 31, 2026. The first quarter totals reflect that, one hundred and four (104) students have been enrolled in the program, twenty-five (25) of whom have already successfully been placed into employment. The South Bay WIB manages fiscal oversight, partner coordination, and compliance infrastructure for the grant. A new cohort of nineteen (19) El Camino College students will begin their paid work experience assignments during the Fall semester.

*Three hundred and fifty-one (351) additional incumbent workers across the South Bay Region were enrolled under the SBWIB's Employment Training Panel (ETP) Multiple Employer Contract last quarter. The enrollees received upskills training that resulted in boosting productivity and career advancement opportunities. The workers are employed in industries such as manufacturing, healthcare, information technology, and aerospace, and are now earning an average wage of $34.65 an hour. The SBWIB will continue to utilize ETP funding to partner with employers to deliver targeted training that fosters innovation, increases operational efficiency, and empowers workers with new skills and career advancement opportunities.

Rapid Response, Layoff Aversion Services

*Last quarter, Rapid Response services were provided to two (2) South Bay companies that employ one hundred and forty-seven (147) individuals who were affected by layoffs and closures. The SBWIB's Rapid Response team reached out to the employers and offered to provide orientations to assist with the layoffs. The webinars covered services offered at the America's Job Centers of California, unemployment insurance, healthcare options, and financial services. The Rapid Response team will continue to provide orientations, information packets, and other assistance to employers and dislocated workers.

*The PY 2025 – 26 first quarter totals reflect that the SBWIB has enrolled one hundred and seventy-six (176) individuals in the statewide Quest National Dislocated Worker Recovery Grant (QNDWG) exceeding the total enrollment goal of 165 individuals. Under this program, displaced workers are provided with job training and placement services. The California Employment Development Department (EDD) awarded the South Bay WIB the QNDWG to assist workers displaced as a result of the COVID-19 pandemic and those with barriers to employment. So far, one hundred and fourteen (114) participants exited the program, eighty-four (84) of whom secured employment at an average placement wage of $29.78 an hour.

South Bay One-Stop/AJCC Business and Career Centers

*America's Job Center of California (AJCC)/One-Stop Services – The SBWIB operates four One-Stop Business & Career Service Centers located in Inglewood, Torrance, Gardena, and Carson. The One-Stop Centers are open to the public, continue to offer services virtually or in-person, and highly recommend scheduling an appointment for services. Each South Bay One-Stop Business & Career Center continues to assist about 25-30 laid-off workers daily with applying for unemployment insurance benefits. Recruitments, workshops, orientation/info sessions, case management, and career pathway counseling are provided virtually or in-person. Clients are assisted with crossing over in their short-term vocational training programs from the traditional seat-based instruction to distance learning

platforms. The Job Development team conducts recruitment fairs in-person or virtually and will continue to screen and refer applicants to essential service employers that are in desperate need of employees.

*Our first quarter totals reflect 49,933 workforce connections through our South Bay One-Stop Business and Career Centers, 26,821 of whom were through the Inglewood One-Stop. The Inglewood location provides services to the residents and businesses of Lawndale, Hawthorne, Inglewood, and El Segundo.

*The South Bay One-Stop hosted a total of fifteen (15) onsite recruitment events during the first quarter. The recruitment events featured eighteen (18) employers with open healthcare, administration, construction, and security positions. Additionally, the One-Stop's Job Development team led two (2) job fairs collectively attracting over one thousand five (1,000) job seekers with many receiving on-the-spot interviews and job offers.

*During the first quarter, the South Bay One-Stop Business and Career Center enrolled a total of fifty-one (51) individuals under various workforce programs including the Congresswoman Maxine Waters funded Construction and Utilities Pathways Program (CUPP), the Los Angeles County INVEST Program, and the HIRE (Helping Justice-Involved Re-enter Employment) Program. Through the CUPP Program, the South Bay One-Stop has been actively upskilling program participants by providing specialized training and certifications, such as asbestos and lead clean-up, OSHA Hazwoper, and OSHA-30, to prepare them for high-demand employment opportunities related to the Los Angeles wildfires. After completing the specialized trainings, some participants have gone on to earn wages exceeding $46 an hour.

*Last quarter, the South Bay Business & Career Center continued hosting bi-monthly expungement clinics in partnership with Department of Public Social Services (DPSS). The expungement clinics provide specialized in-person support and guidance to formerly incarcerated individuals.

*In the past quarter, the South Bay One-Stop Business and Career Center hosted four (4) graduation ceremonies in partnership with Career Expansion, Inc., Friends Outside of LA, and the International Pre-Diabetes Center, Inc. to celebrate the

achievements of over one hundred (100) program graduates. Graduates earned various certifications including industry-recognized construction-related certifications, and community health worker certifications.

*In the last quarter, South Bay One Stop Business & Career Centers were successfully able to enroll five (5) Lawndale residents in the WIOA (Workforce Innovation and Opportunity Act) Adult and Dislocated Worker programs.

*South Bay One-Stop Business & Career Centers exited a total of two (2) Lawndale residents with employment during the first quarter.

*During the 1st quarter, the South Bay One-Stop Business & Career Center reached out to thirty (30) Lawndale-based employers including Ultimate Maintenance, Advanced Paralegal Services, Westwood Building Materials, and Boulevard Florist. The South Bay One-Stop Business & Career Center will continuously conduct monthly outreach to Lawndale businesses, including new businesses in the City, to market SBWIB services available to meet their hiring and business needs.

*On September 24th, the South Bay Workforce Investment Board (SBWIB) and the Los Angeles Department of Public Social Services hosted the 11th Annual Step Into Success Job Fair in the South Bay region, featuring over seventy-five (75) employers. The Job Fair attracted nearly seven hundred (700) job seekers, with many being interviewed or receiving conditional offers of employment on the spot.

*Last quarter, Congresswoman Maxine Waters and the SBWIB hosted a Construction Jobs and Resource Fair providing justice-involved adults with direct access to union careers, apprenticeship programs, and employers ready to hire. The Fair drew in men and women eager to secure stable employment within the construction sector. Major employers and trade partners were present including HireLAX, Los Angeles Metro, Power 2 Workers, Swinerton Builders, Laborers Local 300, the Carpenters Union, International Brotherhood of Electrical Workers Local 11, Flatiron Dragados, the Southern California Cement Masons, Plumbers Local 78, and the Painters Union. By the end of the Fair, eight (8) of the attendees were approved to join a union.

Youth Programs

*The Hawthorne Teen Center experienced two hundred and thirty-two (232) Lawndale and Hawthorne youth visits during the first quarter of Program Year 2025 - 2026. The Center provides in-person educational and enrichment programming that includes workshops, tutoring, field trips, college application assistance, work readiness training, arts and crafts, and more. The Center welcomes middle and high school students, ages 13 – 18 and is open to youth, Monday – Thursday, 2:00 p.m. – 6:00 p.m. and 2:00 p.m. – 5:00 p.m. on Fridays.

During the first quarter, the Hawthorne Teen Center organized a field trip to the Broad Museum, and hosted teen support groups, student-led crochet classes, a sip and paint, and a trivia night.

*In the first quarter, the Hawthorne Teen Center brought on six (6) paid student interns for programming assistance. By the end of the quarter, all six interns successfully completed their internship hours.

*Through a Community Resource Grant from Congresswoman Maxine Waters' District, the South Bay Workforce Investment Board (SBWIB) is actively recruiting and enrolling current and former foster care youth ages 18 – 24 into work-based learning opportunities to expedite entry into permanent employment. The opportunities offered include occupational skills training, pre-apprenticeships and apprenticeships, paid work experience, on-the-job training, and job placement support. Under this grant, the youth are matched to career pathway activities based on their interest. The first quarter totals reflect that ninety-three (93) foster care youth have been enrolled and served under this program. Enrollments will continue until the grant ends, October 31, 2025.

*The South Bay Workforce Investment Board is currently accepting applications for its SBWIB YouthBuild Career Pathway Program. The Program is open to at-risk out-of-school youth ages 16-24 and provides a seamless progression from education to work-based training that includes classroom instruction leading to a high school diploma and occupational skills training. Please contact the SBWIB YouthBuild site at (310) 225-3060 for additional information.

*The Bridge-to-Work Program provides foster care and probation youth ages 16 – 20 referred by the Probation Department and the Department of Children and Family Services (DCFS) with paid work experience. The youth enrolled under this Program complete 160 to 400 paid work experience hours and earn $17.27 an hour.

*The South Bay WIB's Student Training and Employment Program (STEP) provides students with disabilities with the opportunity to complete a paid internship. STEP participants work up to 120 internship hours earning $17.27 an hour with a South Bay area employer to enhance their work experience and skills. The Program was relaunched in January and the SBWIB has an enrollment goal of thirty (30) students with disabilities by December 31, 2025. Enrollees must be students with disabilities ages 16 – 21, enrolled in a recognized education program, and be recipients of services through the Department of Rehabilitation. The SBWIB and the Department of Rehabilitation meet on a bi-weekly basis to create awareness at local schools, discuss referrals and enrollments, and strategize on how to support the Program participants. A total of thirty-three (33) students are currently enrolled in STEP, ten (10) of whom were enrolled last quarter. One of the enrolees is a resident of the City of Lawndale.

*The first quarter totals reflect that the SBWIB recruited and enrolled a total of one hundred and eighteen (118) youth and young adults, including two (2) Lawndale youth, in the Youth-at-Work Program. Under the Program, youth have a chance to earn up to $2,800 by completing paid pre-employment training and 140 hours of paid work experience. The Youth-at-Work Program aims to serve youth and young adults, ages 14 – 24, from various populations such as foster care, probation, system involved, CalWORKS, and more.

*In the first quarter the South Bay WIB enrolled a total of twenty-one (21) South Bay area youth, including four Lawndale residents, in the WIOA year-round Youth Program. The enrollees received 20 hours of pre-employment Blueprint for Workplace Success training and access to free occupational training based on their career interest. Other services included 140 hours of paid work experience at worksites in and around the South Bay region.

School Liaison Services

*Under the liaison contract the South Bay Workforce Investment Board (SBWIB) has with the Centinela Valley Union High School District (CVUHSD), SBWIB staff are onsite at Hawthorne High School, Leuzinger High School, Lawndale High School, and Lloyde Continuation School providing career services, workshops, and assistance with job and internship placements. The first quarter totals reflect that the SBWIB engaged and provided one thousand two hundred and ninety-one (1,291) one-on-one services to the students and placed sixty-three (63) students into an internship or pre-apprenticeship. Staff also hosted forty-two (42) onsite career readiness workshops on resume building, interviewing skills, time management, and work readiness training through the SBWIB's Blueprint for Workplace Success curriculum. Over eight hundred (800) students attended the onsite career readiness workshops. The following are additional onsite services provided at each High School during the first quarter:

- Hawthorne High School
    - The SBWIB participated in a Back-to-School event hosted at Hawthorne High School and shared information regarding the programs and services offered by the SBWIB and the after-school programming available through the Hawthorne Teen Center.
    - Last quarter, the SBWIB recruited one hundred and fifty (150) employers to participate in the Centinela Valley Union High School Annual Partner Breakfast held at Hawthorne High School on September 25th. Over two hundred (200) employers were present to learn about the School District's academies and discuss partnership opportunities.
- Lawndale High School
    - Last quarter, the South Bay WIB coordinated a guest speaker visit at Lawndale High School. West Coast Dental visited the campus to share information and answer questions about dentistry career exploration opportunities available to Lawndale High School students at West Coast Dental.
- Lloyde Continuation School

- Last quarter, the SBWIB organized a career exploration field trip for twenty (20) Lloyde Continuation School students. The students visited the Newport Aquatic Center and learned about marine career pathways.
- Once a week, the South Bay Workforce Investment Board's School Liaisons provide career counseling, job leads, and career readiness resources to Lloyde Continuation School student. Last quarter, the SBWIB assisted a total of four (4) students with securing student advisor internships. Over one hundred and sixty-one (161) job leads were shared with students during Job Club.

*This past quarter, the South Bay WIB continued a two-year program to support Centinela Valley Union High School District (CVUHSD) by providing students in their nine (9) Academies and two (2) Career Pathways with career services and work-based learning programs. Under the contract, the South Bay WIB works with local employers and industry professionals to provide students with career centric learning opportunities including occupational skills training and registered pre-apprenticeships. The SBWIB supported the following School District Academies and Career Pathways providing incentive payments to the students participating in pre-apprenticeships and work-based learning: the Multimedia Careers Academy, the Technical Arts and Design Academy, the Cinematic Arts Academy, the Music Recording Pathway, the Biomedical Academy, the Environmental Careers Academy, the Marine Science Academy, the Culinary Careers Academy, and the Wood Technician Pathway.

*The South Bay Workforce Investment Board has Worksite Agreements with the Centinela Valley Union High School District (CVUHSD) that allows their Academy and Career Pathway students to complete industry specific internships on their school campuses. Thus far, a total of sixty (60) students have enrolled into an internship or pre-apprenticeship program, and fourteen (14) of those students have already completed the SBWIB's Blueprint for Workplace Success work readiness curriculum in preparation for their internship or pre-apprenticeship.

*This past quarter, the South Bay WIB continued supporting Centinela Valley Union High School District's Biomedical Academy by enrolling sixty (60) of the District's Certified Nursing Assistant (CNA) Pre-Apprenticeship students into the SBWIB's Bio-Flex Program. The students receive financial support ranging from $500 to

$1,000 from the SBWIB to cover the CNA Pre-Apprenticeship tuition, uniforms, and certification exam fees. While completing the pre-apprenticeship, the students learn about career opportunities in life sciences and non-traditional medicine including serology, DNA, and medical equipment manufacturing.

*During the first quarter, twenty (20) Hawthorne School of Manufacturing and Engineering Academy students successfully completed and graduated from the SBWIB' Aero-Flex Pre-Apprenticeship Program. Each student received a certificate of completion and a stipend.

*Last quarter, the SBWIB organized a field trip to Robinson Helicopter's aircraft factory. Eighteen (18) Hawthorne School of Manufacturing and Engineering Academy students toured the facility and learned about the training and education needed for high-demand aircraft maintenance, aviation technology, and related occupations.

*The South Bay Workforce Investment Board's (SBWIB) liaison contract with El Camino College allows for SBWIB staff to be onsite at El Camino College providing career services, workshops, and assistance with employment and internship placements. Last quarter, the SBWIB's presence on campus resulted in fifty (50) student engagements, the placement of twenty-two (22) students into internships or employment opportunities, and the facilitation of four (4) career exploration workshops, presentations, and career events. The workshops and presentations provided covered the topics of resume building, LinkedIn, interviewing and networking skills, green and entertainment career pathways, Department of Rehabilitation programs and services, and work readiness training through the SBWIB's Blueprint for Workplace Success curriculum. Thus far, the SBWIB has provided El Camino College students with over one hundred (100) job leads.

*Last quarter, El Camino College, the South Bay WIB, and employer partners hosted a South Bay Internship End of the Program Reception to recognize seventeen (17) El Camino College students that successfully completed their summer internship assignments. During the Reception, the students received certificates of completion and the program partners discussed continuing to recruit and enroll El Camino College students in the program. The Program specifically assists El Camino College students with gaining real industry work experience while earning college credits.

Prior to being placed with an employer, the students complete twenty hours of work readiness training through the SBWIB's Blueprint for Workplace Success curriculum. The employer partners include Systems Training Center, InnoSense, Moog, Inc. KRA Legal, DNJ Gallery, Roxas Law, Community Strong Strategies and new partners Manhattan Tax and Accounting and the Roadhouse Aquarium Teaching Center.

Pre-Apprenticeship & Apprenticeship Initiatives

*Recently, the South Bay Workforce Investment Board submitted a concept paper to advance the NASA Aerospace State Hubs for Skilled Technical Workforce Initiative. The Initiative is designed to address the critical shortage of one million workers in the aerospace and defense industry by 2030. The shortage would be addressed by increasing and accelerating the number of students entering the aerospace industries skilled technical workforce, which is essential for enabling and advancing NASA's critical missions. The SBWIB's concept paper outlined how the organization would serve as the Southern California NASA Hub, coordinating with government, industry, and educational partners to create aerospace career pathways for students, and the leveraging of federal, state and local resources to create training opportunities for students enrolled in community college and career technical education programs. SBWIB's Director of Apprenticeships and Business Services, Chris Cagle, traveled and participated in the STEM Workforce Summit at the Kennedy Space Center in September, where he provided a presentation on the concept paper.

*The SBWIB was awarded a $1 million California Opportunity Youth Apprenticeship (COYA) implementation grant from the California Department of Industrial Relations (DIR) to support one hundred and twenty-five (125) disadvantaged youth ages 16 – 24 through pre-apprenticeship training, wraparound services, and direct entry into registered apprenticeships across multiple high-demand sectors including healthcare, aerospace, advanced manufacturing, information and communications technology, digital media, and arts, media, entertainment. Participants will receive industry-aligned training, educational stipends, and supportive services.

*Ongoing partnerships with the Northrop Grumman Corporation, Lockheed Martin, and a new partnership with Heart Aerospace has expanded aerospace apprenticeship and technical training opportunities for the South Bay Region.

*Last quarter, through the Southern California Apprenticeship Network (SCAN) the SBWIB continued facilitating monthly meetings to strengthen coordination amongst employers, educators, and workforce partners across the South Bay.

Reentry Programs

*On behalf of the Los Angeles Basin Regional Planning Unit (LABRPU), the South Bay Workforce Investment Board (SBWIB) serves as the Program Lead and Fiscal Agent under the Prison to Employment (P2E) Program. Under the P2E Program, the SBWIB along with the Los Angeles City, Los Angeles County, Foothill, Pacific Gateway, SELACO, and Verdugo Workforce Development Boards provide career services and occupational training to formerly incarcerated and justice system involved individuals. Last quarter, the SBWIB and partners continued exceeding the enrollment goal of six hundred and sixty-one (661) individuals by December 31, 2025. The first quarter totals reflect that the partners have successfully enrolled nine hundred and seventy-five (975) formerly incarcerated individuals under the P2E Program.

*Under the HIRE (Help Justice-Involved Reenter Employment) LA Initiative the South Bay WIB serves as the Program Lead and Fiscal Agent, leading a collaborative of seven community-based organizations, and three Workforce Development Boards. The HIRED LA Initiative provides career services and occupational training to justice involved individuals. Last quarter, the Collaborative enrolled eighty-eight (88) additional justice involved individuals under the HIRED LA Initiative, increasing the total enrollment number to four hundred and thirty-eight (438). The Collaborative has a goal of enrolling a total of five hundred and twenty (520) individuals under this Initiative by March 31, 2026. Eighty-two (82) of the enrollees have already exited the program with employment.

*The South Bay Workforce Investment Board is partnered with the California Workforce Development Board (CWDB), and the Federal Probation Department to provide career and support services under the Partners for Reentry Opportunities in

Workforce Development (PROWD) Grant to individuals in federal custody and after their release. The implementation of the project takes place across three stages. Stage One takes place onsite for individuals in custody at the Terminal Island Prison Facility. The second stage is continued supportive services as these individuals are released to Residential Reentry Centers. The third and final stage is the continuation of career and support services as the participants are released from the Centers back into the community. A total of two hundred and sixty-three (263) incarcerated and formerly incarcerated individuals are currently enrolled. The enrollment goal under this Grant is three hundred and fifty (350) individuals by March 31, 2026. Eighty-seven (87) program participants have already exited the Grant with employment.

Arts, Media & Entertainment Sector

*Arts, Media, and Entertainment High Road Training Partnership Initiative (AME HRTP) - The South Bay Workforce Investment Board (SBWIB) in partnership with the BRIC Foundation and sixteen (16) subrecipients, supports marginalized individuals with entering high-demand certificate programs and apprenticeships in the creative sector. The grant runs from August 24, 2023, through March 30, 2026, with a goal of enrolling four hundred and ninety-five (495) participants. To date, two hundred and ninety-four (294) individuals have enrolled. The SBWIB serves as the Administrative Lead, overseeing contracts, monitoring, and reporting, while the BRIC Foundation is the grantee. The program focuses on providing high-quality training and employment opportunities for underrepresented youth and adults with limited access to creative careers.

*In partnership with the Los Angeles County Department of Economic Opportunity (DEO), the SBWIB is also helping drive the DEO AME HRTP initiative, funded through the American Rescue Plan Act (ARPA). This co-branded partnership between the DEO and the BRIC Foundation extends the AME initiative's reach to youth from high-poverty areas impacted by COVID-19 across Los Angeles County. The grant term spans July 9, 2024, to December 31, 2026, with an enrollment goal of one hundred (100) participants. Currently, ninety-nine (99) youth are enrolled. The project provides on-the-job training (OJT), Registered Apprenticeships (RAPs), and connections to both union and non-union job opportunities, while co-enrolling participants in Workforce Innovation and Opportunity Act programs for supportive

services. The SBWIB serves as the Administrative Lead under the DEO AME HRTP initiative.

*The SBWIB's Workforce Accelerator Fund 12.0 (WAF 12.0) project provides additional resources to expand on-the-job training (OJT) and paid work experience (PWEX) opportunities for individuals participating in the AME HRTP initiatives. Running from June 24, 2024, through March 31, 2026, this grant targets Workforce Innovation an Opportunity Act eligible out-of-school youth (ages 18–24) and adults (18+). The program aims to enroll fifty (50) participants. Eight (8) have already enrolled, and the SBWIB is focused on employer engagement and participant placement.

Healthcare Sector

* The California Workforce Development Board awarded the South Bay Workforce Investment Board nearly $5 million for the Health-Flex High Road Training Partnership (HF-HRTP) initiative. The initiative provides training and work experience in allied health occupations such as CNA, LVN, RN, EMT, Radiology Technician, Medical Assistant, Orthotic Fitter, Dental Assistant, Certified Surgical Technologist (CST), and Paramedic. The grant term runs from July 1, 2025, through June 30, 2027, with an ambitious enrollment goal of nine hundred and seventy-eight (978) participants. Last quarter, ten (10) individuals were enrolled. The SBWIB is currently finalizing contract agreements with partner organizations. The first cohort of trainees are working toward Certified Nursing Assistant (CNA) certifications. The program prioritizes populations with barriers to healthcare careers, including individuals over 40, those with low incomes or disabilities, veterans, youth, people of color, and justice-involved individuals.

*The $1 million Advancing Careers Equitably (ACE) initiative focuses on providing participants from underserved communities with training and work experience in allied health occupations. Still in its planning phase, the project has a goal of enrolling one hundred and twenty (120) individuals by March 31, 2027, and will emphasize employer engagement, participant recruitment, and placement in on-the-job training (OJT) and paid work experience (PWEX) opportunities. Ninety-three (93) individuals have been enrolled since program inception.

This written summary, along with a report of Program Year 2025-2026 1st quarter activities and accomplishments is being provided for your personal review.

Thank you,

Jan Vogel
SBWIB Executive Director

Committees Activity Report
(Based upon the October 16, 2025, South Bay Workforce Investment Board Meeting)

***Rapid Response Summary of Activity from July 1, 2025 – September 30, 2025**:

Number of Companies Affected	Number of Employees Affected	Number of companies utilizing services	Number of companies not receiving service
2	147	147	0

City	Number of Companies Affected	Number of Employees Affected
Carson	1	133
El Segundo	0	0
Gardena	0	0
Gardena (Unincorporated)	0	0
Hawthorne	1	14
Hermosa Beach	0	0
Inglewood	0	0
Lawndale	0	0
Lomita	0	0
Manhattan Beach	0	0
Redondo Beach	0	0
Torrance	0	0
Torrance (Unincorporated	0	0

Youth Development Council (YDC) Committee Meeting, August 5, 2025:
The August 5, 2025, Youth Development Council Committee meeting was called to order at 9:02 a.m. The following information was discussed or acted upon:

The Committee took action to approve the May 6, 2025, Meeting Minutes and the Youth Activity and Performance Report.

The South Bay Workforce Investment Board (SBWIB) shared information regarding the funding and support available to school districts and community colleges interested in building pre-apprenticeship and apprenticeship programs. Mr. Jan Vogel noted that the SBWIB can assist with program development and registration in addition to paying staffing costs for program design, curriculum development, and training the trainer costs. The Committee was also provided with an overview of the following new and existing SBWIB Pre-Apprenticeship and Apprenticeship Programs: Aero-Flex, Bio-Flex, Space-Flex, Sky-Flex, and Water-Flex. Those interested were encouraged to contact Mr. Vogel or the SBWIB's Director of Apprenticeships and Business Services, Mr. Chris Cagle.

During the meeting, SBWIB staff members provided updates on the WIOA (Workforce Innovation and Opportunity Act) Youth Program , the Youth@Work Program, STEP (Student Training and Employment Program), the Bridge-to-Work Programs, Congresswoman Maxine Waters' Community Project for foster care youth, career pathway grants with South Bay schools, activities conducted at the Hawthorne and Inglewood Teen Centers, and other special youth projects.

Presidents, Superintendents and Representatives from California State University, Dominguez Hills, El Camino College, West Los Angeles College, Los Angeles Harbor College, the Southern California Regional Occupational Center, Centinela Valley, El Segundo, Lennox, Redondo Beach, and Wiseburn School Districts provided the Committee with brief updates on things happening in their Districts.

The meeting was adjourned at 10:09 a.m.

One-Stop Policy Committee Meeting, August 20, 2025:
The August 20, 2025, One-Stop Policy Committee meeting was called to order at 9:01 a.m. The following items were discussed or acted upon:

The One-Stop Policy Committee held an appeal hearing regarding EdNet Career Institute, Inc. being delisted from the State's Eligible Training Provider List (ETPL) for not meeting Continued Eligibility Requirements under their Security Officer Training Program. The training provider noted that they believe the delisting was unfair being that they were not allowed a period of correction by the State. EdNet Career Institute also shared that upon reviewing their caseloads against the CalJOBS system, the training provider noticed several data inconsistencies made by the One-Stop Centers throughout Los Angeles County that input the data. The Committee was informed that denying the training providers appeal request to be re-listed on the ETPL will allow them to appeal on the State level. After discussion, the Committee unanimously denied EdNet Career Institute, Inc.'s appeal.

The August 20, 2025, meeting minutes as well as the Program Year (PY) 2024-25, Fourth Quarter Activity Summaries for Classroom Training Providers were approved by the Committee.

The Program Year 2025 – 2026, Self-Service and Activity Report through July 31, 2025, was unanimously approved by the Committee.

Ms. Alma Lopez and Ms. Osiris Herrera provided the Committee with updates regarding the workforce services and programs being offered to individuals with disabilities by the SBWIB and its partners.

Ms. Justina Munoz provided the Committee with the fourth quarter One-Stop Operator Activities Report and shared matters addressed during the One-Stop partner meetings on behalf of Mr. David Baquerizo.

The meeting was adjourned at 10:01 a.m.

Performance & Evaluation Committee Meeting, August 19, 2025:
The August 19, 2025, Performance & Evaluation Committee meeting was called to order at 9:00 a.m. The following items were discussed or acted upon:

The May 20, 2025, meeting minutes were reviewed and approved by the Committee.

The WIOA Fiscal Year 2024-25, fourth quarter expenditure report through June 30, 2025, was approved unanimously, as well as the Self-Service and Activity report through July 31, 2025.

Staff member Justina Munoz presented the 4th Quarter One-Stop Centers and Service Providers Report. The Report displayed that the Inglewood One-Stop only met 34% of its positive youth exit rate under the Youth Program. The report also displayed that the Gardena One-Stop only met 68% of their Adult Program placement rate and 73% of the placement rate under the Dislocated Worker Program by the end of the fourth quarter. Ms. Munoz recommended that the Committee continue to watch the Gardena One-Stop Center's outcomes under the WIOA Adult and Dislocated Worker Programs and the Inglewood One-Stop's outcomes under the Youth Program to ensure that the goals are met. The South Bay One-Stop Centers and Service Providers are meeting all other performance measures under the WIOA Adult, Youth, and Dislocated Worker Programs. After review and discussion, the Committee unanimously approved the 4th Quarter Service Provider and Operating Cities Report.

Ms. Laura Bischoff presented the 4th quarter Vendor Performance Report. Staff recommendations were to place twenty-seven (27) training providers on probation and to place forty-one (41) training courses on hold. Ms. Bischoff informed the Committee that South Bay Workforce Investment Board staff will send letters of concern to the training providers allowing them an opportunity to work out any discrepancies before action is taken. The providers placed on hold will not receive any more referrals until their placement numbers have improved. After discussion, the 4th Quarter Vendor Performance Report for classroom training providers was approved unanimously by the Committee.

The meeting was adjourned at 9:39 a.m.

Business & Economic Development Committee Meeting, October 1, 2025:
The October 1st, Business, Technology, and Economic Development Committee meeting was called to order at 11:01 a.m.

The Committee reviewed and approved the July 2nd Meeting Minutes.

Staff member Laura Bischoff presented the PY 2025-26, first quarter Rapid Response Activity Report. Two (2) companies received Rapid Response services through September 30, 2025, with a total of 147 employees affected by layoffs or closures. After review and discussion, the Rapid Response Activity Report was approved unanimously by the Committee.

South Bay WIB staff members provided updates on the construction and utilities, healthcare, and AME (arts, media, and entertainment) sector initiatives.

During the meeting, Mr. Chris Cagle provided the Committee with updates on Pre-Apprenticeship and Apprenticeship Programs including the School District Pre-Apprenticeship Programs.

The meeting concluded after updates were shared regarding the NASA Aerospace Statewide Hub.

The meeting was adjourned at 11:39 a.m.

Executive Committee Meetings:
The following are highlights of the August 14, 2025, September11, 2025, and October 9, 2025, Executive Committee Meetings:

The Executive Committee approved all committee reports and meeting minutes this past quarter.

The 1st quarter Monthly Self-Service and Program Activity Reports were reviewed by the Committee and approved unanimously.

In August, the Executive Committee was presented with a full list of the South Bay Workforce Investment Board (SBWIB) Standing Committees with the Chairpersons and Vice Chairpersons listed.

During the September 11th meeting, the Executive Committee unanimously ratified the One-Stop Policy Committee's decision to deny EdNet Career Institute, Inc.'s appeal with respect to its Security Officer Training Program being delisted from the State ETPL. The appeal denial will allow the training provider to appeal on the State level.

Last meeting, the Executive Committee unanimously approved Rabbi Yossi Mintz's alternate nomination of Ann Morse, Managing Director of the Friendship Foundation for the South Bay WIB's Youth Development Council Committee. Ms. Morse will attend SBWIB Youth Development Council Committee meetings in the Rabbi's absence.

During the October 9th meeting, the South Bay Workforce Investment Board's October 16, 2025, Meeting Agenda was unanimously approved by the Committee.

This concludes the Executive Committee Report.

SOUTH BAY WORKFORCE INVESTMENT BOARD

PY 2025-2026

NUMBER OF INDIVIDUALS SERVED - INFORMATIONAL/SELF SERVICE ONLY

	PREVIOUS CUMULATIVE REPORT	PREVIOUS MONTH	MONTH OF SEPTEMBER	CUMULATIVE PY 25/26
INGLEWOOD, HAWTHORNE, LAWNDALE, EL SEGUNDO ONE-STOP BUSINESS AND CAREER CENTER	17609	8991	9212	26821
GARDENA ONE-STOP BUSINESS AND CAREER CENTER	3444	2411	2222	5666
TORRANCE ONE-STOP BUSINESS AND CAREER CENTER	4389	2093	3229	7618
CARSON BUSINESS AND CAREER CENTER	6674	3600	3154	9828
TOTAL	**32116**	**17095**	**17817**	**49933**

PROGRAM YEAR 2025 / 2026
GRANT PERIOD 7/01/2025 TO 6/30/2026
REPORT PERIOD: 7/01/2025 TO 9/30/2025

SOUTH BAY WORKFORCE INVESTMENT BOARD
MONTHLY ACTIVITY REPORT (NEW ENROLLMENT REPORT)
SUMMARY BY CAREER CENTER

ADULT PROGRAM (G201)

	Gardena	Qtr. Plan	% Plan	Yr. Plan	% Plan	QΔ	Inglewood	Qtr. Plan	% Plan	Yr. Plan	% Plan	QΔ	Torrance	Qtr. Plan	% Plan	Yr. Plan	% Plan	QΔ	Carson	Qtr. Plan	% Plan	Yr. Plan	% Plan	QΔ	SBWIB TOTAL	Qtr. Plan	% Plan	Year-End Plan	% Plan	QΔ
I. TOTAL CLIENTS	46	50	92%	83	55%		174	171	102%	292	60%		70	71	98%	126	56%		53	54	99%	97	55%		343	346	99%	598	57%	
A. CARRIED IN	39	39		39			131	131		131			53	53		53			39	39		39			262	262		262		
B. NEW	7	11	64%	44	16%	7	43	40	107%	161	27%	43	17	18	93%	73	23%	17	14	15	97%	58	24%	14	81	84	96%	336	24%	81
II. TOTAL EXITS	15						30						9						10						64					
A. UNSUBSIDIZED EMPLOYMENT	6					6	24					24	8					8	10					10	48					48
B. ALSO ATTAINED CREDENTIAL	3					3	5					5	3					5	8					8	19					21
C. % OF PLACEMENT	40%						80%						89%						100%						75%					
D. AVERAGE PLACEMENT WAGE	$24.00						$22.27						$25.33						$22.06						$23.42					

Grant (201)
Serving economically disadvantaged adults 18 years and over in the eleven cities that comprise the South Bay Workforce Investment Area.

YOUTH PROGRAM (G301)

	Gardena	Qtr. Plan	% Plan	Yr. Plan	% Plan	QΔ	Inglewood	Qtr. Plan	% Plan	Yr. Plan	% Plan	QΔ	Torrance	Qtr. Plan	% Plan	Yr. Plan	% Plan	QΔ	Carson	Qtr. Plan	% Plan	Yr. Plan	% Plan	QΔ	SBWIB TOTAL	Qtr. Plan	% Plan	Year-End Plan	% Plan	QΔ
I. TOTAL CLIENTS	18	23	78%	38	47%		80	97.5	82%	177	45%		29	35	82%	69	42%		14	14	98%	36	39%		141	170	83%	320	44%	
A. CARRIED IN	18	18		18			71	71		71			24	24		24			7	7		7			120	120		120		
B. NEW ENROLLEES	0	5	0%	20	0%	0	9	27	34%	106	8%	9	5	11	44%	45	11%	5	7	7	97%	29	24%	7	21	50	42%	200	11%	21
II. TOTAL EXITS	9						16						17						5						47					
A. UNSUBSIDIZED EMPLOYMENT	2					2	1					1	3					3	1					1	7					7
B. ENT. TRAINING/POST-SECONDARY	2					2	1					1	14					14	3					3	20					20
C. ALSO ATTAINED CREDENTIAL	4					4	15					15	8					8	3					3	30					30
D. AVERAGE PLACEMENT WAGE	$18.25						$17.28						$20.63						$33.00						$29.72					
YOUTH POSITIVE EXIT RATE	44%						13%						100%						80%						57%					

Grant (301)
Serving low income, in school and out of school youth between the ages of 14 and no more than 21 years of age in the eleven cities that comprise the South Bay Workforce Investment Area.

DISLOCATED WORKER (G501)

	Gardena	Qtr. Plan	% Plan	Yr. Plan	% Plan	QΔ	Inglewood	Qtr. Plan	% Plan	Yr. Plan	% Plan	QΔ	Torrance	Qtr. Plan	% Plan	Yr. Plan	% Plan	QΔ	Carson	Qtr. Plan	% Plan	Yr. Plan	% Plan	QΔ	SBWIB TOTAL	Qtr. Plan	% Plan	Year-End Plan	% Plan	QΔ
I. TOTAL CLIENTS	19	24	79%	45	42%		96	94.8	101%	169	57%		106	101	105%	166	64%		35	37	95%	66	53%		256	256	100%	446	57%	
A. CARRIED IN	17	17		17			70	70		70			79	79		79			27	27		27			193	193		193		
B. NEW	2	7	29%	28	7%	2	26	25	105%	99	26%	26	27	22	124%	87	31%	27	8	10	82%	39	21%	8	63	63	100%	253	25%	63
II. TOTAL EXITS	9						11						12						4						36					
III. TOTAL UNSUBSIDIZED EMPLOYMENT	4					4	8					8	11					11	3					3	26					26
A. RETRAINING	1					1	1					1	3					3	3					3	8					8
ALSO ATTAINED CREDENTIAL	1					1	1					1	3					3	3					3	8					8
B. CALLED BACK WITH EMPLOYER	0						0						0						0						0					
IV. % PLACEMENT (INCL. CALL BACKS)	44%						73%						92%												72%					
V. % PLACEMENT (EXCL. CALL BACKS)	44%						73%						92%												72%					
AVERAGE PLACEMENT WAGE	$35.50						$25.42						$58.85						$27.36						$36.78					

Grant (501)
Serving laid of workers; with priority given to those individuals that have been laid-off from employers located in the eleven cities that comprise the South Bay Workforce Investment Area.

PROGRAM YEAR 2025 / 2026
GRANT PERIOD 7/01/2025 TO 6/30/2026
REPORT PERIOD: 7/01/2025 TO 9/30/2025

SOUTH BAY WORKFORCE INVESTMENT BOARD
MONTHLY ACTIVITY REPORT (NEW ENROLLMENT REPORT)
DETAIL BY CITY

ADULT PROGRAM (G201)

	Gardena	Year Plan	Δ	Inglewood	Year Plan	Δ	Hawthorne	Year Plan	Δ	Lawndale	Year Plan	Δ	El Segundo	Year Plan	Δ	Redondo	Year Plan	Δ	Hermosa	Year Plan	Δ	Manhattan	Year Plan	Δ	Torrance	Year Plan	Δ	Lomita	Year Plan	Δ	Carson	Year Plan	Δ	TOTAL SBWIB	Year Plan	QΔ
I. TOTAL CLIENTS	46	83		109	162		53	99		10	26		2	5		30	51		2	4		1	4		33	61		4	6		53	97		343	598	
A. CARRIED IN	39	39		79	79		43	43		7	7		2	2		23	23		2	2		0	0		25	25		3	3		39	39		262	262	
B. NEW	7	44	7	30	83	30	10	56	10	3	19	3	0	3	0	7	28	7	0	2	0	1	4	1	8	36	8	1	3	1	14	58	14	81	336	81
II. TOTAL EXITS	15	15		20	20		7	7		3	3		0	0		2	2		1	1		1	1		5	5		0	0		10	10		64	64	
A. UNSUBSIDIZED EMPLOYMENT	6	6	6	18	18	18	4	4	4	2	2	2	0	0	0	2	2	2	1	1	1	1	1	1	4	4	4	0	0	0	10	10	10	48	48	48
ALSO ATTAINED CREDENTIAL	3		3	2		2	2		2	1		1	0		0	0		0	1		1	1		1	1		1	0		0	8		8	19		19
B. OTHER TERMINATION	9		9	2		2	3		3	1		1	0		0	0		0	0		0	0		0	1		1	0		0	0		0	16		16

YOUTH PROGRAM (G301)

	Gardena	Year Plan	Δ	Inglewood	Year Plan	Δ	Hawthorne	Year Plan	Δ	Lawndale	Year Plan	Δ	El Segundo	Year Plan	Δ	Redondo	Year Plan	Δ	Hermosa	Year Plan	Δ	Manhattan	Year Plan	Δ	Torrance	Year Plan	Δ	Lomita	Year Plan	Δ	Carson	Year Plan	Δ	TOTAL SBWIB	Year Plan	QΔ
I. TOTAL CLIENTS	18	38		49	106		22	55		8	13		1	3		10	27		0	2		3	4		13	29		3	7		14	36		141	320	
A. CARRIED IN	18	18		48	48		18	18		4	4		1	1		9	9		0	0		2	2		10	10		3	3		7	7		120	120	
B. NEW	0	20	0	1	58	1	4	37	4	4	9	4	0	2	0	1	18	1	0	2	0	1	2	1	3	19	3	0	4	0	7	29	7	21	200	21
II. TOTAL EXITS	9	9		14	14		1	1		0	0		1	1		5	5		0	0		2	2		9	9		1	1		5	5		47	47	
A. UNSUBSIDIZED EMPLOYMENT	2		2	1		1	0		0	0		0	0		0	1		0	0		0	0		0	2		2	0		0	1		0	7		5
ALSO ATTAINED CREDENTIAL	4		4	13		13	1		1	0		0	1		1	2		0	0		0	0		0	5		5	1		1	3		0	30		25
B. ENT. TRAINING/POST-SECONDARY	2		2	1		1	0		0	0		0	0		0	4		0	0		0	2		2	7		7	1		1	3		1	20		14
C. ATTAINED RECOGNIZED DEGREE	0			0			0			0			0			0			0			0			0			0			0			0		
D. RETURNED TO SCHOOL	0			0			0			0			0			0			0			0			0			0			0			0		
E. OTHER EXITS	5		5	12		12	1		1	0		0	1		1	0		0	0		0	0		0	0		0	0		0	1		1	20		20

DISLOCATED WORKER (G501)

	Gardena	Year Plan	Δ	Inglewood	Year Plan	Δ	Hawthorne	Year Plan	Δ	Lawndale	Year Plan	Δ	El Segundo	Year Plan	Δ	Redondo	Year Plan	Δ	Hermosa	Year Plan	Δ	Manhattan	Year Plan	Δ	Torrance	Year Plan	Δ	Lomita	Year Plan	Δ	Carson	Year Plan	Δ	TOTAL SBWIB	Year Plan	QΔ
I. TOTAL CLIENTS	19	45		69	101		17	44		5	14		5	10		32	51		10	14		10	19		49	70		5	12		35	66		256	446	
A. CARRY IN	17	17		46	46		15	15		5	5		4	4		25	25		7	7		9	9		33	33		5	5		27	27		193	193	
B. NEW	2	28	2	23	55	23	2	29	2	0	9	0	1	6	1	7	26	7	3	7	3	1	10	1	16	37	16	0	7	0	8	39	8	63	253	63
II. TOTAL EXITS	9	9		7	7		3	3		0	0		1	1		4	4		2	2		1	1		5	5		0	0		4	4		36	36	
III. TOTAL UNSUBSIDIZED EMPLOYMENT	4	4	4	6	6	6	2	2	2	0	0	0	0	0	0	4	4	4	2	2	2	1	1	1	4	4	4	0	0	0	3	3	3	26	26	26
A. RETRAINING	1		1	1		1	0		0	0		0	0		0	1		1	0		0	0		0	2		2	0		0	3		3	8		8
ALSO ATTAINED CREDENTIAL	1		1	1		1	0		0	0		0	0		0	1		1	0		0	0		0	2		2	0		0	3		3	8		8
B. CALLED BACK WITH EMPLOYER	0			0		0	0			0			0			0			0		0	0		0	0		0	0		0	0			0		
IV. ALL OTHER TERMINATIONS	5		5	1		1	1		1	0		0	1		1	0		0	0		0	0		0	1		1	0		0	1		1	10		10

PROGRAM YEAR 2025 / 2026
GRANT PERIOD 7/01/2025 TO 6/30/2026
REPORT PERIOD: 7/01/2025 TO 9/30/2026

SOUTH BAY WORKFORCE INVESTMENT BOARD
MONTHLY ACTIVITY REPORT (NEW ENROLLMENT REPORT)
SUMMARY BY CAREER CENTER

WTW SUBSIDIZED TRANSITIONAL EMPLOYMENT PROGRAM (STEP 100Q) - PAID WEX

	SBWIB TOTALS	QΔ	FOOTHILL TOTALS	QΔ	SELACO TOTALS	QΔ	VERDUGO TOTALS	QΔ	PAGE TOTALS	QΔ	PLANNED ENROLLMENT	PERCENT OF PLAN
ENROLLMENT GOALS	107		18		22		0		459			
I. TOTAL CLIENTS	183		18		42		0		918			
A. CARRYOVER	142		18		38		0		750			
B. NEW	41	41	0	0	4	4	0	0	168	168		
									0			
									0			
II. TOTAL EXITS	53		0		6		0		235			
UNSUBSIDIZED EMPLOYMENT	0		0		0		0		0			
OTHER TERMINATIONS	0		0		0		0		0			
CARRYOVER UNSUBSIDIZED	20		0		3		0		135			
CARRYOVER OTHER	33		0		3		0		161			
% OF PLACEMENT	38%		0%		50%		0%		50%		459	37%
AVERAGE PLACEMENT WAGE	$ 22.00		$ -		$ -		$ -		$ 22.00			

	LA COUNTY TOTALS	QΔ	LONG BEACH TOTALS	QΔ	PROVIDER TOTALS	QΔ	LA CITY TOTALS	QΔ
ENROLLMENT GOALS	144		18		41		109	
I. TOTAL CLIENTS	344		42		27		262	
A. TRANSFERS	286		31		0		235	
B. NEW	58	58	11	11	27	27	27	27
II. TOTAL EXITS	91		10		17		58	
UNSUBSIDIZED EMPLOYMENT	0		0		0		0	
OTHER TERMINATIONS	0		0		0		0	
CARRYOVER UNSUBSIDIZED	60		6		11		35	
CARRYOVER OTHER	92		4		6		23	
% OF PLACEMENT	66%		60%		65%		60%	
AVERAGE PLACEMENT WAGE	$ 19.91		$ 24.00		$ 23.00		$21.11	

WTW SUBSIDIZED TRANSITIONAL EMPLOYMENT PROGRAM (STEP 100Q) - OJT

	SBWIB TOTALS	QΔ	FOOTHILL TOTALS	QΔ	SELACO TOTALS	QΔ	VERDUGO TOTALS	QΔ	PAGE TOTALS	QΔ	PLANNED ENROLLMENT	PERCENT OF PLAN
ENROLLMENT GOALS	13		2		3		0		51			
I. TOTAL CLIENTS	98		1		3		0		167			
A. CARRYOVER	72		0		3		0		121			
B. NEW	26	0	1	1	0	3	0	0	46	23		
									20			
									0			
II. TOTAL EXITS	11		0		0		0		5			
UNSUBSIDIZED EMPLOYMENT	0		0		0		0		16			
CARRYOVER EMPLOYMENT	3		0		0		0		0			
CARRYOVER OTHER TERMINATIO	8		0		0		0		25%			
OTHER TERMINATIONS	0		0		0		0		$ 22.00		51	90%
% OF PLACEMENT	27%		0%		0%		0%					
AVERAGE PLACEMENT WAGE	$ 22.00		$ -		$ -		$ -					

	LA COUNTY TOTALS	QΔ	LONG BEACH TOTALS	QΔ	PROVIDER TOTALS	QΔ	LA CITY TOTALS	QΔ
ENROLLMENT GOALS	16		2		2		13	
I. TOTAL CLIENTS	58		0		0		7	
A. CARRYOVER	44		0		0		2	
B. NEW	14	14	0	0	0	0	5	5
II. TOTAL EXITS	9		0		0		0	
UNSUBSIDIZED EMPLOYMENT	0		0		0		0	
CARRYOVER EMPLOYMENT	2		0		0		0	
CARRYOVER OTHER TERMINATIO	8		0		0		0	
OTHER TERMINATIONS	0		0		0		0	
% OF PLACEMENT	22%		0%		0%		0%	
AVERAGE PLACEMENT WAGE	$ -		$ -		$ -		$ -	

PROGRAM YEAR 2025 / 2026
GRANT PERIOD: 7/01/2025 TO 6/30/2026
REPORT PERIOD: 7/01/2025 TO 9/30/2025

SOUTH BAY WORKFORCE INVESTMENT BOARD
WTW SUBSIDIZED TRANSITIONAL EMPLOYMENT PROGRAM (STEP 100Q) - PAID WEX
DETAIL BY CAREER CENTER

	GARDENA	QΔ	INGLEWOOD	QΔ	INGLEWOOD (POMONA)	QΔ	CARSON	QΔ	TORRANCE CAREER CENTER	QΔ	HUB CITITES CONSORTIUM	QΔ
I. TOTAL CLIENTS	22		34		78		47		2		75	
A. CARRIED IN	19		31		54		36		2		56	
B. NEW	3	3	3	3	24	24	11	11	0	0	19	19
II. TOTAL EXITS	19		10		18		5		1		9	
UNSUBSIDIZED EMPLOYMENT	0		0		0		0		0		0	
OTHER TERMINATIONS	0		0		0		0		0		0	
CARYOVER UNSUBSIDIZED	5		5		7		3		0		8	
CARRYOVER OTHER EXITS	14		5		11		2		1		1	

	LAO MCS EASTERN SAN GABRIEL	QΔ	GOODWILL / PACOIMA	QΔ	MCS WEST COVINA	QΔ	MCS POMONA	QΔ	LAO/SASSFA	QΔ	JVS PALMDALE	QΔ	JVS CPC ANTELOPE VALLEY	QΔ
I. TOTAL CLIENTS	41		19		22		38		44		48		57	
A. CARRIED IN	37		18		21		35		35		40		44	
B. NEW	4	4	1	1	1	1	3	3	9	9	8	8	13	13
II. TOTAL EXITS	0		1		3		4		20		29		25	
UNSUBSIDIZED EMPLOYMENT	0		0		0		0		0		0		0	
OTHER TERMINATIONS	0		0		0		0		0		0		0	
CARYOVER UNSUBSIDIZED	2		0		1		2		4		6		2	
CARRYOVER OTHER EXITS	1		1		2		2		16		23		23	

	HOLLYWOOD WORKSOURCE CTR	QΔ	CANOGA PARK WEST HILLS/HOUSING AUTHORITY	QΔ	JVS CULVER CITY	QΔ	EL PROYECTO DEL BARRIO	QΔ	HOUSING AUTHORITY	QΔ	PACE	QΔ
I. TOTAL CLIENTS	53		20		5		57		48		79	
A. CARRIED IN	39		19		5		53		44		75	
B. NEW	14	14	1	1	0	0	4	4	4	4	4	4
II. TOTAL EXITS	7		6		0		37		2		6	
UNSUBSIDIZED EMPLOYMENT	0		0		0		0		0		0	
OTHER TERMINATIONS	0		0		0		0		0		0	
CARYOVER UNSUBSIDIZED	6		5		0		20		1		3	
CARRYOVER OTHER EXITS	1		1		0		17		1		3	

	INTERNATIONAL INST. OF LA	QΔ	CATHOLIC CHARITIES OF LOS ANGELES	QΔ	LONG BEACH WORKFORCE INNOVATION NETWORK	QΔ	FOOTHILL	QΔ	SELACO	QΔ	VERDUGO JOB CENTER	QΔ
I. TOTAL CLIENTS	29		92		42		18		42		0	
A. CARRIED IN	18		76		31		18		38		0	
B. NEW	11	11	16	16	11	11	0	0	4	4	0	0
II. TOTAL EXITS	7		10		10		0		6		0	
UNSUBSIDIZED EMPLOYMENT	0		0		0		0		0		0	
OTHER TERMINATIONS	0		0		0		0		0		0	
CARYOVER UNSUBSIDIZED	1		10		6		0		3		0	
CARRYOVER OTHER EXITS	6		0		4		0		3		0	

	GARDENA	QΔ	INGLEWOOD	QΔ	INGLEWOOD (POMONA)	QΔ	CARSON	QΔ	TORRANCE	QΔ	HUB CITITES CONSORTIUM	QΔ
I. TOTAL CLIENTS	6		82		0		0		10		14	
A. CARRIED IN	6		58		0		0		8		10	
B. NEW	0	0	24	24	0	0	0	0	2	2	4	4
II. TOTAL EXITS	6		5		0		0		0		0	
UNSUBSIDIZED EMPLOYMENT	0		0		0		0		0		0	
CARRYOVER UNSUBSIDIZED	1		2		0		0		0		0	
CARRYOVER OTHER TERMINATIONS	5		3		0		0		0		0	
OTHER TERMINATIONS	0		0		0		0		0		0	

	LAO MCS EASTERN SAN GABRIEL	QΔ	GOODWILL / PACOIMA	QΔ	MCS WEST COVINA	QΔ	MCS POMONA	QΔ	LAO/SASSFA	QΔ	JVS PALMDALE	QΔ	JVS CPC ANTELOPE VALLEY	QΔ
I. TOTAL CLIENTS	9		0		6		15		0		2		12	
A. CARRIED IN	5		0		6		13		0		2		8	
B. NEW	4	4	0	0	0	0	2	2	0	0	0	0	4	4
II. TOTAL EXITS	0		0		0		1		0		1		7	
UNSUBSIDIZED EMPLOYMENT	0		0		0		0		0		0		0	
CARRYOVER UNSUBSIDIZED	0		0		0		0		0		0		2	
CARRYOVER OTHER TERMINATIONS	1		0		0		1		0		1		5	
OTHER TERMINATIONS	0		0		0		0		0		0		0	

	HOLLYWOOD WORKSOURCE CTR	QΔ	CANOGA PARK WEST HILLS/HOUSING AUTHORITY	QΔ	JVS CULVER CITY	QΔ	EL PROYECTO DEL BARRIO	QΔ	HOUSING AUTHORITY	QΔ	PACE	QΔ
I. TOTAL CLIENTS	6		1		0		0		0		0	
A. CARRIED IN	2		0		0		0		0		0	
B. NEW	4	4	1	1	0	0	0	0	0	0	0	0
II. TOTAL EXITS	0		0		0		0		0		0	
UNSUBSIDIZED EMPLOYMENT	0		0		0		0		0		0	
CARRYOVER UNSUBSIDIZED	0		0		0		0		0		0	
CARRYOVER OTHER TERMINATIONS	0		0		0		0		0		0	
OTHER TERMINATIONS	0		0		0		0		0		0	

	INTERNATIONAL INST OF LA	QΔ	CATHOLIC CHARITIES OF LOS ANGELES	QΔ	LONG BEACH WORKFORCE INNOVATION NETWORK	QΔ	FOOTHILL	QΔ	SELACO	QΔ	VERDUGO	QΔ
I. TOTAL CLIENTS	0		0		0		1		3		0	
A. CARRIED IN	0		0		0		0		3		0	
B. NEW	0		0		0	0	1	1	0	3	0	0
II. TOTAL EXITS	0		0		0		0		0		0	
UNSUBSIDIZED EMPLOYMENT	0		0		0		0		0		0	
CARRYOVER UNSUBSIDIZED	0		0		0		0		0		0	
CARRYOVER OTHER TERMINATIONS	0		0		0		0		0		0	
OTHER TERMINATIONS	0		0		0		0		0		0	

PROGRAM YEAR 2025 / 2026
GRANT PERIOD: 07/01/2025 TO 6/30/2026
REPORT PERIOD: 7/01/2025 TO 9/30/2025

SOUTH BAY WORKFORCE INVESTMENT BOARD
WTW SUBSIDIZED TRANSITIONAL EMPLOYMENT PROGRAM (START formerly GROW 055Q) - PAID WEX
DETAIL BY CAREER CENTER

	GARDENA	Δ	INGLEWOOD	Δ	INGLEWOOD (POMONA)	Δ	CARSON	Δ	FOOTHILL	Δ		VERDUGO	Δ
I. TOTAL CLIENTS	0		7		3		0		1			0	
A. CARRIED IN	0		0		0		0		0			0	
B. NEW	0	0	7	7	3	3	0	0	1	1		0	0
II. TOTAL EXITS	0		0		0		0		0			0	
UNSUBSIDIZED EMPLO	0		0		0		0		0			0	
OTHER TERMINATIONS	0		0		0		0		0			0	

	LAO MCS - EAST SAN GABRIEL VALLEY	Δ	JVS ANTELOPE VALLEY	Δ	JVS GOODWILL / PACOIMA	Δ	JVS PALMDALE	Δ	LAO/HUB CITIES	Δ					
I. TOTAL CLIENTS	0		0		0		0		0						
A. CARRIED IN	0		0		0		0		0						
B. NEW	0	0	0	0	0	0	0	0		0					
II. TOTAL EXITS	0		0		0		0		0						
UNSUBSIDIZED EMPLO	0		0		0		0		0						
OTHER TERMINATIONS	0		0		0		0		0						

	JVS MARINA DEL REY / CULVER CITY	Δ	LAI / PACE	Δ											
I. TOTAL CLIENTS	0		1												
A. CARRIED IN	0		0												
B. NEW	0	0	1	1											
II. TOTAL EXITS	0		0												
UNSUBSIDIZED EMPLO	0		0												
OTHER TERMINATIONS	0		0												

ENROLLMENT GOALS	SBWIB TOTALS	Δ	FOOTHILL TOTALS	Δ	SELACO	Δ	VERDUGO TOTALS	Δ	LA COUNTY TOTALS	Δ	PROVIDER TOTALS	Δ	LA CITY TOTALS	Δ	PAGE TOTALS	QΔ	PLANNED ENROLLMEN	PERCENT OF PLAN
I. TOTAL CLIENTS	10		1		0		0		0		0		1		12			
A. CARRIED IN	0		0		0		0		0		0		0		0			
B. NEW	10	10	1	1	0		0	0	0	0	0	0	1	1	12	12		
II. TOTAL EXITS	0		0		0		0		0		0		0		0			
UNSUBSIDIZED EMPLO	0		0		0		0		0		0		0		0			
OTHER TERMINATIONS	0		0		0		0		0		0		0		0			
% OF PLACEMENT					0%		0%											
AVERAGE PLACEMENT															$0.00			

PLANNED ENROLLMEN	PERCENT OF PLAN
90	13%

GRANT PERIOD: 7/01/2025 TO 6/30/26 REPORT PERIOD: 7/01/2025 TO 9/30/2025

HOMELESS INITIATIVE

	METRO NORTH WORKSOURCE CENTER	Δ	SOUTHEAST LA CRENSHAW	Δ	JVS PALMDALE	Δ	JVS CPC ANTELOPE VALLEY	Δ		Δ		Δ	PAGE TOTALS	QΔ	PLANNED ENROLLMENT	PERCENT OF PLAN
ENROLLMENT GOALS	15		15		15		15						77			
I. TOTAL CLIENTS	25		30		4		18		0		0		77			
A. CARRIED IN	0		0		0		0		0		0		0			
B. NEW	25	25	30	30	4	4	18	18	0		0		77	77	60	128%
II. TOTAL EXITS	0		0		0		0		0		0		0			
UNSUBSIDIZED EMPLOYMENT	0		0		0		0		0		0		0			
OTHER TERMINATIONS	0		0		0		0		0		0		0			
% OF PLACEMENT																
AVERAGE PLACEMENT WAGE	$ -		$ -		$ -		$ -						$ -			

The program is part of a countywide homeless initiative to target eligible CalWORKs families to participate in the Transitional Subsidized Employment (TSE) programs to improve their ability to become self-sufficient and retain housing. Program services will include paid work experience, specialized work experience, on-the-job training and classroom training.

GRANT PERIOD: 7/01/2023 TO PRESENT REPORT PERIOD: 7/01/2023 TO 9/30/2025

SHORT-TERM VOCATIONAL PROGRAM

(Outcomes may include carry-in activities)

(New Enrollments are on hold)

	HUBCITITIES		HOLLYWOOD NORTH WSC		MCS SAN GABRIEL VALLEY		SELACO		HOUSING AUTHORITY		LAI/CANOGA PARK		JVS ANTELOPE VALLEY		TORRANCE		EL PROYECTO DEL BARRIO		PAGE TOTALS	QΔ	PLANNED ENROLLMENT	PERCENT OF PLAN
I. TOTAL CLIENTS	35		49		47		36		1		1		4		10		7		240			
A. CARRIED IN	35		49		47		36		1		1		4		10		7		136			
B. NEW	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		575	0%
II. TOTAL EXITS	28		48		35		10		0		1		5		10		7		184			
UNSUBSIDIZED EMPLOYMENT	19	6	7	0	14	15	5	0	0	0	0	0	2	0	3	0	1	0	76	37		
TRANSFER TO OTHER AGENCY	0		0		0		0		0		0		0		0		0		0			
OTHER TERMINATIONS	9		41		21		5		0		1		3		7		6		108			
% OF PLACEMENT	68%		15%		40%		50%				0%		40%		30%		14%		41%			
AVERAGE PLACEMENT WAGE	$ 21.42		$ 20.93		$ 18.17		$ 22.00						$ 18.25		$ 17.33		$ 20.00		$ 19.93			

	INGLEWOOD		GARDENA		FOOTHILL		EASTERN SAN GABRIEL VALLEY		JVS PALMDALE	
I. TOTAL CLIENTS	31		1		4		10		4	
A. CARRIED IN	31		1		4		10		4	
B. NEW	0	0	0	0	0	0	0	0	0	0
II. TOTAL EXITS	33		1		4		0		2	
UNSUBSIDIZED EMPLOYMENT	23	16	1	0	1	0	0	0	0	0
TRANSFER TO OTHER AGENCY	0		0		0		0		0	
OTHER TERMINATIONS	10		0		3		0		2	
% OF PLACEMENT	70%		100%		25%				0%	
AVERAGE PLACEMENT WAGE	$ 22.20		$ 22.00		$ 17.00					

*Enrollment referrals are based on individual need and funding available. The program is part of a countywide initiative to target eligible CalWORKs families to participate in the Short-term Vocational Training (STV) programs to improve their ability to become self-sufficient.

GRANT PERIOD: 7/01/2025 TO 6/30/2026 REPORT PERIOD: 7/01/2025 TO 9/30/2025

DCFS ILP PROGRAM (006Q TIER I)

ENROLLMENT GOALS	GARDENA	Δ	INGLEWOOD	Δ	INGLEWOOD POMONA	Δ	CARSON	Δ	TORRANCE CAREER CENTER	Δ	FOOTHILL	Δ	LONG BEACH WORKFORCE INNOVATION NETWORK	Δ	PAGE TOTALS	QA	PLANNED ENROLLMENT	PERCENT OF PLAN
I. TOTAL CLIENTS	1		0		1		0		0		0		0		2			
A. CARRIED IN	0		0		0		0		0		0		0		0			
B. NEW	1	1	0	0	1	1	0	0	0	0	0	0	0	0	2	2	9	22%
II. TOTAL EXITS	0		0		0		0		0		0		0		0			
UNSUBSIDIZED EMPLO	0		0		0		0		0		0		0		0			
TRANSFER TO OTHER A	0		0		0		0		0		0		0		0			
OTHER TERMINATIONS	0		0		0		0		0		0		0		0			
% OF PLACEMENT															0%			
AVERAGE PLACEMENT															$ -			

	JVS (CULVER CITY)	Δ	JVS (ANTELOPE VALLEY)	Δ	SASSFA (Rio Hondo)	Δ	El PROYECTO DEL BARRIO	Δ	LAO/MCS SAN GABRIEL VALLEY WORKSHOP / COVINA	Δ	VERDUGO	Δ	SELACO	Δ
I. TOTAL CLIENTS	0		0		0		0		0		0		0	
A. CARRIED IN	0		0		0		0		0		0		0	
B. NEW	0	0	0	0	0	0	0	0	0	0	0	0	0	0
II. TOTAL EXITS	0		0		0		0		0		0		0	
UNSUBSIDIZED EMPLO	0		0		0		0		0		0		0	
TRANSFER TO OTHER A	0		0		0		0		0		0		0	
OTHER TERMINATIONS	0		0		0		0		0		0		0	
% OF PLACEMENT														
AVERAGE PLACEMENT														

Serving Youth in the Foster Care Independent Living Program, between 16-17 years of age, throughout Los Angeles County.

GRANT PERIOD: 7/01/2025 TO 6/30/2026 REPORT PERIOD: 7/01/2025 TO 9/30/2025

DCFS ILP PROGRAM (007Q TIER II)

ENROLLMENT GOALS	GARDENA	Δ	INGLEWOOD	Δ	INGLEWOOD POMONA	Δ	CITY OF CARSON	Δ	TORRANCE	Δ	FOOTHILL	Δ	LONG BEACH WIN	Δ	PAGE TOTALS	QA	PLANNED ENROLLMENT	PERCENT OF PLAN
I. TOTAL CLIENTS	2		0		6		1		0		0		0		11			
A. CARRIED IN	0		0		0		0		0		0		0		0			
B. NEW	2	2	0	0	6	6	1	1	0	0	0	0	0	0	11	11	58	19%
II. TOTAL EXITS	0		0		0		0		0		0		0		0			
UNSUBSIDIZED EMPLO	0		0		0		0		0		0		0		0			
OTHER TERMINATIONS	0		0		0		0		0		0		0		0			
% OF PLACEMENT															0%			
AVERAGE PLACEMENT															$ -			

	LAO/MCS SAN GABRIEL VALLEY WORKSHOP / COVINA	Δ	SELACO PIC	Δ	SASSFA (Rio Hondo)	Δ	JVS (CULVER CITY)	Δ	LAO EL PROYECTO DEL BARRIO	Δ	JVS (ANTELOPE VALLEY)	Δ	VERDUGO	Δ
I. TOTAL CLIENTS	2		0		0		0		0		0		0	
A. CARRIED IN	0		0		0		0		0		0		0	
B. NEW	2	2	0	0	0	0	0	0	0	0	0	0	0	0
II. TOTAL EXITS	0		0		0		0		0		0		0	
UNSUBSIDIZED EMPLO	0		0		0		0		0		0		0	
TRANSFER TO OTHER A	0		0		0		0		0		0		0	
OTHER TERMINATIONS	0		0		0		0		0		0		0	
% OF PLACEMENT														
AVERAGE PLACEMENT														

Serving Youth in the Foster Care Independent Living Program, between 18-21 years of age, throughout Los Angeles County.

GRANT PERIOD: 7/01/2025 TO 6/30/2026 REPORT PERIOD: 7/01/2025 TO 9/30/2025

DPSS PROBATION PROGRAM (950Q TIER I)

ENROLLMENT GOALS	INGEWOOD	Δ	INGLEWOOD (POMONA)	Δ	GARDENA	Δ	JVS ANTELOPE VALLEY	Δ	EL PROYECTO	Δ	HUBCITIES	Δ	SASSFA RIO HONDO	Δ	YOUTH POLICY INSTITUTE	Δ	MCS SAN GABRIEL VALLEY	Δ	SELACO	Δ	HOLLYWOOD WORKSOURCE CTR	PAGE TOTALS	QΔ	PLANNED ENROLLMENT	PERCENT OF PLAN
I. TOTAL CLIENTS	1		0		0		0		0		0		0		0		0		0		0	1			
A. CARRIED IN	0		0		0		0		0		0		0		0		0		0		0	0			
B. NEW	1	1	0		0		0		0		0		0		0		0		0		0	1	1	2	50%
II. TOTAL EXITS	0		0		0		0		0		0		0		0		0		0		0	0			
UNSUBSIDIZED EMPLO	0		0		0		0		0		0		0		0		0		0		0	0			
OTHER TERMINATIONS	0		0		0		0		0		0		0		0		0		0		0	0			
% OF PLACEMENT																						0%			
AVERAGE PLACEMENT																						$ -			

Serving Youth on probation, between 16-17 years of age, throughout Los Angeles County.

GRANT PERIOD: 7/01/2025 TO 6/30/2026 REPORT PERIOD: 7/01/2025 TO 9/30/2025

DPSS PROBATION PROGRAM (951Q TIER II)

ENROLLMENT GOALS	INGLEWOOD	Δ	INGLEWOOD (POMONA)	Δ	CARSON	Δ	JVS ANTELOPE VALLEY	Δ	EL PROYECTO	Δ	HUB CITIES	Δ	SASSFA RIO HONDO	Δ	YOUTH POLICY INSTITUTE	Δ	MCS SAN GABRIEL VALLEY	Δ	SELACO	Δ	HOLLYWOOD WORKSOURCE CTR	PAGE TOTALS	QΔ	PLANNED ENROLLMENT	PERCENT OF PLAN
I. TOTAL CLIENTS	1		1		0		0		0		0		0		0		0		0		0	2			
A. CARRIED IN	0		0		0		0		0		0		0		0		0		0		0	0			
B. NEW	1	1	1	1	0		0		0		0		0	0	0		0		0		0	2	2	8	25%
II. TOTAL EXITS	0		0		0		0		0		0		0		0		0		0		0	0			
UNSUBSIDIZED EMPLO	0		0		0		0		0		0		0		0		0		0		0	0			
OTHER TERMINATIONS	0		0		0		0		0		0		0		0		0		0		0	0			
% OF PLACEMENT																						0%			
AVERAGE PLACEMENT																						$ -			

Serving Youth on probation, between 18-21 years of age, throughout Los Angeles County.

Chancellor Apprenticeship Initiative CAI #4 – EL Camino College (Bio-Flex Apprenticeship)
GRANT TERM: 1/01/2020 TO 12/31/2025

REPORT PERIOD: 1/1/2020 TO 9/30/2025

	CAI #4 - ECC BIO-FLEX RA			
	Enrolled	Program Plan	% of Plan	QΔ
APPRENTICESHIP ENROLLMENTS	79	50	158%	40

Assist the District in the enrollment of 50 apprentices into Bio-Flex and help to build additional Bioscience apprenticeship programs.

Chancellor Apprenticeship Initiative CAI #5 – West Los Angeles College (Health-Flex Apprenticeship)
GRANT TERM: 4/01/2022 TO 6/30/2025
(Extension Pending)

REPORT PERIOD: 4/01/2022 TO 9/30/2025

	CAI #5 HEALTH-FLEX			
	Enrolled	Program Plan	% of Plan	QΔ
APPRENTICESHIP ENROLLMENTS	192	80	240%	0

Assist in the enrollment of 80 apprentices into Health-Flex and help to build additional healthcare apprenticeship programs.
A no cost extension through 12/31/2025 is verbally approved, written amendment is pending.

Chancellor Apprenticeship Initiative CAI #7 – West Los Angeles College (AME-Flex Apprenticeship)
GRANT TERM: 7/01/2023 TO 6/30/2026

REPORT PERIOD: 7/01/2023 TO 9/30/2025

	WLAC CAI #7			
	Enrolled	Program Plan	% of Plan	QΔ
APPRENTICESHIP ENROLLMENTS	53	60	88%	26

Assist in the enrollment of 60 apprentices into AME-Flex and help to build additional AME apprenticeship programs.

DOL Apprenticeship Building America (ABA) Grant Program

GRANT TERM: 7/1/2022 TO 6/30/2026

REPORT PERIOD: 7/1/2022 TO 9/30/2025

		Actual	Year Plan	% of Plan	QΔ
NEW APPRENTICESHIP PROGRAMS DEVELOPED	ABA Grant	39	25	156%	13
APPRENTICESHIP RAP PROGRAMS EXPANDING		29	25	116%	14
PRE APPRENTICESHIPS CREATED		7	20	35%	0
PRE APPRENTICESHIPS EXPANDED		8	15	53%	0
STAKEHOLDERS ENGAGE		213	50	426%	22
EMPLOYERS RECEIVING INCENTIVE FUNDING		20	30	67%	0
TECHNICAL ASSISTANCE RESOURCES CREATED		15	15	100%	4
NEW APPRENTICESHIP SPONSORS		6	12	50%	0
APPRENTICESHIP ENROLLMENTS		710	800	89%	47
PRE-APPRENTICE ENROLLMENTS		215	200	108%	40

Enroll 800 participants into apprenticeship and 200 participants into pre-apprenticeship.

START (formerly GROW TAYPORTUNITY) APPRENTICESHIP PROGRAM

GRANT TERM 7/1/2021 TO 6/30/2027

(Open Referrals)

REPORT PERIOD: 7/01/2021 TO 9/30/2025

		Enrolled	Program Plan	% of Plan	QΔ
ENROLLMENTS					
PRE-APPRENTICESHIP ENROLLMENTS	START (TAYportunity)	18	15	120%	0
APPRENTICESHIP ENROLLMENTS - Aero-Flex and Bio-Flex, Other		17	25	68%	0
PRE-APPRENTICESHIP ENROLLMENTS - Construction		7	35	20%	0
COMPLETIONS					
PRE-APPRENTICESHIP COMPLETIONS - Aero-Flex and Bio-Flex		12			0
APPRENTICESHIP COMPLETIONS - Aero-Flex and Bio-Flex		0			0
APPRENTICESHIP COMPLETIONS - Construction		5			0
JOB PLACEMENT					
PRE-APPRENTICESHIP JOB PLACEMENT - Aero-Flex and Bio-Flex		7			7
APPRENTICESHIP JOB PLACEMENT - Construction		3			3

Employment Training Panel (ETP) - Multiple Employer Contract (MEC)

GRANT TERM: 6/03/2024 TO 6/02/2026

REPORT PERIOD: 6/03/2024 TO 9/30/2025

ETP - MEC	Enrolled	Program Plan	% of Plan	QΔ
EMPLOYER PARTNERS	21	15	140%	0
ENROLLMENTS (100%)	832	700	119%	351
RETENTION IN EMPLOYMENT	817	700	117%	344
AVERAGE WAGE AFTER EMPLOYMENT	$ 34.65			

New ETP MEC contract

HOWMET FOUNDATION (Aero-Flex and Bio-Flex Pre-Apprenticeship)

GRANT TERM: 10/16/2024 TO 8/31/2025 (CLOSING)

REPORT PERIOD: 10/16/2024 TO 9/30/2025

Howmet Foundation	Enrolled	Program Plan	% of Plan	QΔ
SCHOOLS INVOLVED	10	10	100%	3
BUSINESS ENGAGEMENT	11	10	110%	4
ENROLLMENTS	81	42	193%	58
ATTAINMENT OF CREDENTIAL/CERTIFICATE	15	24	63%	15

NEW: Enroll 42 Pre-Apprenticeships in Aero-Flex or Bio-Flex Pre-Apprenticeship Programs, graduate twenty-four (24), involve eight (8) schools, and engage ten (10) businesses to support the Pre-Apprenticeships through work-based learning.

COYA Youth Apprenticeship Grant

GRANT TERM: 11/16/2024 TO 12/31/2026

REPORT PERIOD: 11/16/2024 TO 9/30/2025

	COYA				QΔ
		Enrolled	Program Plan	% of Plan	
APPRENTICESHIP ENROLLMENTS		21	100	21%	5

NEW: Enroll 100 opportunity youth apprentices ages 16-24.
Department of Appprenticeship Standards
California Opportunity Youth Apprenticeship Grant

COYA Youth Pre-Apprenticeship Grant

GRANT TERM: 11/16/2024 TO 12/31/2026

REPORT PERIOD: 11/16/2024 TO 9/30/2025

	COYA				QΔ
		Enrolled	Program Plan	% of Plan	
APPRENTICESHIP ENROLLMENTS		0	125	0%	0

NEW: Enroll 125 opportunity youth pre-apprentices ages 16-24.
Department of Appprenticeship Standards
California Opportunity Youth Apprenticeship Grant

IPDC Community Health Worker Training Program

GRANT TERM: 10/11/2022 TO 9/30/2025 (CLOSING)

REPORT PERIOD: 10/11/01/2022 TO 9/30/2025

	IPDC-CHW Enrolled	Year Plan	% of Plan	QΔ
ENROLLMENTS (100%)	195	225	87%	0
ATTAINMENT OF CREDENTIAL/CERTIFICATE (90%)	72	205	35%	13
ENTERED EMPLOYMENT RATE (80%)	31	170	18%	0

The Community Health Worker Training program will assist eligible participants with significant barriers to employment (i.e., homeless, former foster care, justice involved, etc.) to receive training services leading to a DOL approved apprenticeship in the healthcare field. Additionally, SBWIB has partnered with International Pre-Diabetes Center, Inc. to provide employment and career pathway case management services as a sub-contractor.

Los Angeles Air Force Base - Veterans Services

GRANT TERM: 7/01/2025 to 6/30/2026

REPORT PERIOD: 7/01/2025 TO 9/30/2025

	PY25-26 Enrolled	Year Plan	% of Plan	QΔ
ENROLLMENT	12	75	16%	12
REFERRALS				
INDIVIDUAL MEETINGS / CAREER COUNSELING	177	75	236%	177
JOB REFERRALS / INTERVIEWS / RESUME COMPLETION	23	75	31%	23
JOB FAIRS / EMPLOYER ENGAGEMENTS	3	75	4%	3
JOB OFFERS (EMPLOYMENT)	1	75	1%	1

SBWIB will assist miliary members and eligible spouses with workforce services. Staff will be scheduled each week on-site at the base (Tuesdays/Thursdays).

INVEST LA COUNTY PROBATION GRANT

GRANT TERM: 7/1/2025 TO 6/30/2026 | **REPORT PERIOD: 7/1/2025 TO 9/30/2025**

INVEST YEAR 4	Enrolled	Year Plan	% of Plan	QΔ
ENROLLMENTS	23	96	24%	23
ENROLLED INTO TRAINING	0	48	0%	
TRAINING COMPLETION	0	41	0%	
UNSUBSIDIZED PLACEMENTS	5	60	8%	5
RETENTION SERVICES (2ND QUARTER)	0	71	0%	
RETENTION SERVICES (4TH QUARTER)	0	69	0%	

(Outcomes may include carry-in activities)

12/24-Enrollment goal adjusted. Provide work-based learning services to 96 referred Probation Adult participants including BluePrint Workplace for Success training, short-term vocational training, Paid Work Experience, interviews and job referrals, and job placement.

FAMILIES FIRST

GRANT TERM: 7/1/2024 TO 9/30/2025 | **REPORT PERIOD: 7/1/2024 TO 9/30/2025**

PY25-26	Enrolled	Year Plan	% of Plan	QΔ
ORIENTATIONS/WORKSHOPS	117	55	213%	40
INDIVIDUAL MEETINGS	91	50	182%	9
JOB REFERRALS / INTERVIEWS	87	50	174%	1
JOB READINESS / RESUME COMPLETION	11	50	22%	0

The South Bay WIB, Inc., will provide job development staff support and services to Family First Charter School students at the Century Regional Detention Facility. Job Development services will include job readiness workshops, one-on- one interviewing and counseling, job match and referrals to employment and worksites, progress monitoring and follow-up.

HELPING JUSTICE-INVOLVED REENTER EMPLOYMENT (HIRE)

GRANT TERM: 4/1/2024 TO 3/31/2026

REPORT PERIOD: 4/1/2024 TO 9/30/2025

	SBWIB			Compation Inc. Counseling Ctg			Ultimate Restoration Unlimited		
	A	P	Δ	A	P	Δ	A	P	Δ
ENROLLMENTS	52	75	2	52	35	16	27	35	2
ENROLLED IN TRAINING	31	30	0	5	14	0	12	31	0
TRAINING COMPLETION / CREDENTIAL OBTAINED	22	24	0	2	11	0	0	31	0
PLACEMENT (APPRENTICE)	0	8	0	0	4	0	0	6	0
PLACEMENT (POST-SECONDARY)	0	10	0	0	4	0	0	3	0
EMPLOYMENT (UNSUBSIDIZED)	9	45	3	4	21	0	1	18	0

	Ten Toes Inc.			Loyola Marymount			Friends Outside LA		
	A	P	Δ	A	P	Δ	A	P	Δ
ENROLLMENTS	63	50	24	62	75	0	52	75	12
ENROLLED IN TRAINING	0	50	0	43	60	0	12	35	0
TRAINING COMPLETION / CREDENTIAL OBTAINED	0	25	0	18	45	4	17	30	2
PLACEMENT (APPRENTICE)	1	0	0	0	0	0	0	0	0
PLACEMENT (POST-SECONDARY)	0	0	0	0	0	0	0	0	0
EMPLOYMENT (UNSUBSIDIZED)	6	0	0	21	36	3	7	45	2

	Foothill Unitry Center			New Opportunities			SELACO		
	A	P	Δ	A	P	Δ	A	P	Δ
ENROLLMENTS	21	75	0	59	75	16	41	60	7
ENROLLED IN TRAINING	0	75	0	29	30	25	7	24	2
TRAINING COMPLETION / CREDENTIAL OBTAINED	0	60	0	17	30	14	6	19	0
PLACEMENT (APPRENTICE)	0	0	0	0	0	0	3	6	0
PLACEMENT (POST-SECONDARY)	0	0	0	0	0	0	2	8	0
EMPLOYMENT (UNSUBSIDIZED)	0	45	0	21	45	17	13	36	7

	VERGUDO		
	A	P	Δ
ENROLLMENTS	9	15	9
ENROLLED IN TRAINING	5	6	5
TRAINING COMPLETION / CREDENTIAL OBTAINED	0	5	0
PLACEMENT (APPRENTICE)	0	2	0
PLACEMENT (POST-SECONDARY)	0	2	0
EMPLOYMENT (UNSUBSIDIZED)	0	9	0

TOTAL ACTIVITIES	QΔ	PLANNED ACTIVITIES	PERCENT OF PLAN
438	88	570	77%
144	32	208	69%
82	20	166	49%
4	0	55	7%
2	0	75	3%
82	32	312	26%

Regional grant in which SBWIB is the lead program and fiscal agent. SBWIB will be leading a collaborative of seven community based organizations to provide career services,occupational training, supportive services, and employment for reentry individuals.

QUARTERLY REPORTING

PRISON TO EMPLOYMENT 2.0 REPORT PERIOD: 4/10/2023 TO 9/30/2025

GRANT PERIOD: 4/10/2023 TO 12/31/2026

	SBWIB			LA CITY			LA COUNTY			FOOTHILL			TOTAL	QΔ	PLANNED	PERCENT OF
	A	P	Δ	A	P	Δ	A	P	Δ	A	P	Δ				
ENROLLMENTS	38	34	0	842	271	44	0	258	0	17	26	0	975	50	661	148%
ENROLLED IN TRAINING	21	12	0	351	95	37	0	100	0	2	9	0	415	53	242	171%
TRAINING COMPLETION / CREDENTIAL OBTAINED	14	9	0	254	79	32	0	83	0	2	8	0	301	39	201	150%
PLACEMENT (APPRENTICE)	0	3	0	27	27	7	0	26	0	0	3	0	28	7	66	42%
PLACEMENT (POST-SECONDARY)	0	2	0	0	14	0	0	13	0	0	1	0	1	0	33	3%
EMPLOYMENT (UNSUBSIDIZED)	28	20	0	65	163	27	0	155	0	0	16	0	128	33	398	32%

	LONG BEACH WORKFORCE INNOVATION			SELACO			VERDUGO		
	A	P	Δ	A	P	Δ	A	P	Δ
ENROLLMENTS	35	33	4	28	26	0	15	13	2
ENROLLED IN TRAINING	14	12	5	11	9	1	16	5	10
TRAINING COMPLETION / CREDENTIAL OBTAINED	9	10	2	9	8	0	13	4	5
PLACEMENT (APPRENTICE)	0	3	0	1	3	0	0	1	0
PLACEMENT (POST-SECONDARY)	0	1	0	1	1	0	0	1	0
EMPLOYMENT (UNSUBSIDIZED)	17	20	3	10	16	0	8	8	3

Prison to Employment is a regional employment and training program to assist formerly incarcerated individuals. On behalf of the LA Basin, SBWIB serves as the fiscal agent and program lead on behalf of the seven Workforce Boards in Los Angeles County.

*Planned activities are reported per contract, goals for the overall grant may be lower.

PARTNERS FOR REENTRY OPPORTUNITIES IN WORKFORCE DEVELOPMENT (PROWD)

GRANT TERM: 5/01/2024 TO 3/31/2026 REPORT PERIOD: 5/01/2024 TO 9/30/2025

	PROWD			
	Enrolled	Year Plan	% of Plan	QΔ
ENROLLMENTS	263	350	75%	0
OCCUPATIONAL TRAINING	72	99	73%	0
TRAINING COMPLETION (CERTIFICATION)	72	79	91%	0
EMPLOYMENT	87	210	41%	10

This grant is in partnership with the California Workforce Development Board and Federal Probation to provide career

COMMUNITY PROJECT #1 - BRIDGE TO WORK FOSTER YOUTH PATHWAYS (MAXINE WATERS)

GRANT TERM: 5/01/2023 TO 04/30/2026

REPORT PERIOD: 5/01/2023 TO 9/30/2025

CP-BTW	Activities	Year Plan	% of Plan	QΔ
ENROLLMENTS	93	100	93%	0
CREDENTIAL ATTAINED	5	60	8%	0
EMPLOYMENT	17	60	28%	2

Congressional Directed Spending Project through Maxine Waters in which youth in the foster care system or recently exited from the system receive occupational training and paid work experience.

COMMUNITY PROJECT #2 - CONSTRUCTION, TRANSPORTATION AND UTILITIES PATHWAY PROGRAM (MAXINE WATERS)

GRANT TERM: 4/1/2024 TO 6/30/2026

REPORT PERIOD: 4/01/2024 TO 9/30/2025

CP-CUPP	Activities	Year Plan	% of Plan	QΔ
ENROLLMENTS	68	75	91%	13
CREDENTIAL ATTAINED	37	60	62%	9
EMPLOYMENT	18	60	30%	8

Congressional Directed Spending Project through Maxine Waters to serve 75 disadvantages individuals from underserved communities to train for ready-to hire local talent for large scale construction projects.

EL CAMINO COLLEGE STRONG WORKFORCE

GRANT TERM: 7/01/2025 TO 6/30/2026

REPORT PERIOD: 07/01/2025 TO 9/30/2025

	El Camino College				
	Activities	Year Plan	% Plan	QΔ	
STUDENT ENGAGEMENTS	110	150	73%	110	
RECRUITMENTS	1	5	20%	1	
INTERNSHIPS/PLACEMENTS	28	40	70%	28	
JOB LEADS	87	150	58%	87	
WORKSHOPS/PRESENTATIONS	0	6	0%	0	
CAREER EVENTS	0	1	0%	0	

SBWIB will provide outreach to employers, work readiness, internships, training, and recruitment activities.

INGLEWOOD SCHOOL DISTRICT STRONG WORKFORCE

GRANT TERM: 7/1/2025 TO 6/30/2026

REPORT PERIOD:7/1/2025 TO 9/30/2025

	Inglewood Unified School District				
	Activities	Year Plan	% Plan	QΔ	
BUSINESS ENGAGEMENT	9	20	45%	9	
GUEST SPEAKERS	1	10		1	
FIELD TRIPS	0	4	0%	0	
INTERNSHIPS	6	50	12%	6	
OCCUPATIONAL TRAINING	2	2	100%	2	
WORKSHOPS/CAREER EVENTS	2	12	17%	2	
STUDENT ENGAGEMENTS	71	200	36%	71	

SBWIB will provide outreach to employers, work readiness, internships, training, and recruitment activities.

CENTINELA VALLEY UNION HIGH SCHOOL DISTRICT
CALIFORNIA CAREER PATHWAYS GRANTS (ACADEMY) - ONSITE PROGRAM
GRANT TERM: 7/24/2025 TO 7/31/2027 **REPORT PERIOD: 7/24/2025 TO 9/30/2025**

Centinela Valley Union High School District (CVUHSD)	Activities	Year Plan	% of Plan	QΔ
OPPORTUNITIES OFFERED	5	16	31%	5
COMPANY TOURS	2	10	20%	2
GUEST SPEAKERS	3	56	5%	3
ADVISORY BOARD	2	12	17%	2
INTERNSHIP	47	100	47%	47
EVENT VENDORS	2	60	3%	2
BLUEPRINT	22	75	29%	22

SBWIB will provide work-based learning support to Centinela Valley Union High School District's nine academies and two career pathways. SBWIB will outreach to employers, engage in work based learning activities, which include guest speaking, providing opportunities for job shadowing, company tours, hosting interns, or serving as an advisory board member. Other activities will include participation in activities such as Career Day and Maker Faire.

CENTINELA VALLEY UNION HIGH SCHOOL DISTRICT
CALIFORNIA CAREER PATHWAYS GRANTS - ONSITE PROGRAM
GRANT TERM: 7/24/2025 TO 6/30/2026 **REPORT PERIOD: 7/24/2025 TO 9/30/2025**

Centinela Valley Union High School District (CVUHSD)	Activities	Year Plan	% of Plan	QΔ
STUDENT ENGAGEMENT	1207	800	151%	1207
EMPLOYERS CONNECTED	68	100	68%	68
WORKSHOPS	36	25	144%	36
GUEST SPEAKERS	2	8	25%	2
INTERNSHIPS	4	40	10%	4
JOB LEADS	302	300	101%	302
OCCUPATIONAL TRAINING	1	3	33%	1

SBWIB will supply staff onsite at each of the Centinela Valley Union High School District's four high schools to provide work-based learning support and other career pathway activities.

SOCAL ROC (ON-SITE)

GRANT TERM: 07/01/2023 TO 6/30/2025

REPORT PERIOD: AGREEMENT PENDING

SOCAL ROC ON-SITE	Activities	Year Plan	% of Plan	QΔ
STUDENT ENGAGEMENTS		500	0%	0
BLUEPRINT WORKSHOPS		10	0%	0
CO-ENROLLMENT INTO LEVERAGED GRANT		20	0%	0

SBWIB will supply staff onsite at So Cal ROC to provide work-based learning support including Blueprint Work Readiness Workshops.

YOUTH AT WORK EMPLOYMENT PROGRAM

GRANT TERM: 7/1/2025 TO 6/30/2026

REPORT PERIOD: 7/01/2025 TO 9/30/2025

Youth at Work	Enrolled	Year Plan	% of Plan	QΔ
TOTAL ENROLLMENTS	**118**	152	78%	
CALWORKS	18	28		18
PROBATION YOUTH	2	2		2
WORK BASED LEARNING (Underserved, Foster, and System Involved Youth)	98	122		98

The Youth At Work Employment Program (also referred to as the Summer Jobs Programs) provides eligible youth ages 14-21 with paid work experience and education support year-round and during school breaks.

TORRANCE SCHOOL DISTRICT STRONG WORKFORCE - ONSITE PROGRAM

GRANT TERM: 4/01/2024 TO 6/30/2026 **REPORT PERIOD: 04/01/2024 TO 9/30/2025**

Torrance USD Strong Workforce	Activities	Year Plan	% of Plan	QΔ
BUSINESS ENGAGEMENT/GUEST SPEAKERS	27	30	90%	3
FIELD TRIPS	14	25	56%	0
INTERNSHIPS	59	40	148%	18
CAREER EVENTS	23	2	1150%	1
STUDENT ENGAGEMENT	1073			64
WORKSHOPS	20			2

REDONDO UNIFIED SCHOOL DISTRICT - ONSITE PROGRAM

GRANT TERM: 08/25/2025 TO 6/30/2026 **REPORT PERIOD: 8/25/2025 TO 9/30/2025**

RBUSD - ONSITE	Activities	Year Plan	% of Plan	QΔ
WORKSHOPS	1	10	10%	1
STUDENT ENGAGEMENT	20	200	10%	20
JOB LEADS / EMPLOYERS CONNECTED	142	100	142%	142
EMPLOYERS CONNECTED	3	15	20%	3
INTERNSHIPS / PRE-APPRENTICESHIPS	1	15	7%	1
OCCUPATIONAL TRAINING OPPORTUNITIES	2	2	100%	2
CAREER EVENTS	0	2	0%	

SBWIB will supply staff onsite at Redondo Union High School to provide work-based learning support and other career pathway activities.

iCARE DOR (651)

GRANT TERM: 7/01/2022 TO 6/30/2025

REPORT PERIOD: 7/01/2022 TO 6/30/2025

** New Agreement Pending*

	Activities	Year Plan	% of Plan	Δ
iCARE				
WORK READINESS COMPLETION	227	300	76%	0
ENROLLMENT INTO PAID WEX ACTIVITY	115	300	38%	0
PLACEMENT	35	150	23%	10

**** Includes carry-over outcomes***

SBWIB is contracted by the Department of Rehabilitation (DOR) to serve individuals with disabilities referred from the DOR case workers into work readiness and paid work experience (WEX) activities at LAX under the worksite agreement with the Los Angeles World Airports.

STEPS (Student Training and Employment Program for Students)

GRANT TERM: 01/01/2025 TO 12/31/2025

REPORT PERIOD: 1/01/2025 TO 9/30/2025

	Activities	Year Plan	% of Plan	QΔ
STEPS Year-2				
DOR RFERRALS	39			
SBWIB REFERRALS	44			
ENROLLMENT	33	30	110%	10
WORK READINESS COMPLETION	33	26	127%	13
CO-ENROLLED INTO LEVERAGED GRANTS	3	18	17%	1

Serving Youth with disabilities referred from our K-12 partner schools, partner CBOs and Department of Rehabilitation into work readiness and paid work experience activities.

HIGH ROADS TRAINING PARTNERSHIP (HRTP) #1
GRANT TERM: 8/01/2023 TO 3/30/2026

REPORT PERIOD: 8/01/2023 TO 9/30/2025

HRTP #1	Activities	Year Plan	% of Plan	QΔ
ENROLLMENTS	294	495	59%	64
CREDENTIAL ATTAINED	175	396	44%	38
APPRENTICES	98	396	25%	19
EMPLOYMENT	151	420	36%	55

The HRTP is a statewide grant. SBWIB will service as the administrative and data reporting lead for a large stakeholder collaborative working to enroll barriered individuals into high demand certificate programs, apprenticeship and provide paid work experience in the Arts, Media and Entertainment sector.

AMERICAN RESCUE PLAN ACT HIGH ROADS TRAINING PARTNERSHIP
ARTS, MEDIA, AND ENTERTAINMENT (ARPA HRTP AME)
GRANT TERM: 7/1/2024 TO 12/31/2026

REPORT PERIOD: 7/1/2024 TO 9/30/2025

HRTP #2	Activities	Year Plan	% of Plan	QΔ
PENDING ENROLLMENTS	0			
ENROLLMENTS	99	100	99%	65
INTRO TO AME CAREERS	99	85	116%	65
GRADUATIONS (TRAINING, OJT, RAP COMPLETIONS)	24	85	28%	24
UNSUBSIDIZED EMPLOYMENT OR RAP	0	75	0%	0
EMPLOYER COMMITMENT LETTERS	27	24	113%	0

The ARPA HRTP AME is funded by the County of Los Angeles, Department of Economic Opportunity (DEO) using ARPA funds. SBWIB will service as the administrative and data reporting lead the collaborative working to enroll priority individuals recovery from the Covid-19 Index communities. Services will include high demand certificate programs, apprenticeship and provide paid work experience in the Arts, Media and Entertainment sector.

QUEST NDWG DISASTER RECOVERY GRANT

GRANT TERM: 10/01/2020 TO 9/30/2025 (Closing) **REPORT PERIOD: 10/01/2022 TO 9/30/2025**

	SBWIB TOTALS	Grant Plan		QΔ
I. TOTAL CLIENTS		**165**		
A. ENROLLED		176	107%	9
B. NEW		0		0
C. TRAINING		74		1
D. OJT		3		0
E. Pre-Apprenticeship/Apprenticeship		0		0
II. TOTAL EXITS		114		12
III. TOTAL UNSUBSIDIZED EMPLOYMENT		84		6
A. RETRAINING		38		4
ALSO ATTAINED CREDENTIAL		38		4
B. CALLED BACK WITH EMPLOYER		1		1
IV. % PLACEMENT (INCL. CALL BACKS)		74%		
V. % PLACEMENT (EXCL. CALL BACKS)				
AVERAGE PLACEMENT WAGE		$ 29.78		

12/2024-Grant extension and additional enrollments/allocation received. The NDWG Employment Recovery grant is a statewide grant to provide employment and training services to 165 displaced workers as a result of the COVID-19 pandemic and with barriers to employment.

SBWIB Employment Transition Initiative

GRANT TERM: 3/01/2024 TO 3/31/2026

REPORT PERIOD: 3/1/2024 TO 9/30/2025

	SBWIB TOTALS	Grant Plan		QΔ
I. TOTAL CLIENTS		**180**		
A. ENROLLED		72	40%	4
B. NEW		0		0
C. TRAINING		28		1
D. OJT		0		0
E. Pre-Apprenticeship/Apprenticeship		0		0
II. TOTAL EXITS		41		9
III. TOTAL UNSUBSIDIZED EMPLOYMENT		32		6
A. RETRAINING		9		3
ALSO ATTAINED CREDENTIAL		9		3
B. CALLED BACK WITH EMPLOYER		2		0
IV. % PLACEMENT (INCL. CALL BACKS)				
V. % PLACEMENT (EXCL. CALL BACKS)		78%		
AVERAGE PLACEMENT WAGE		$ 60.48		

The SBWIB Employment Transition Initiative is a WIOA 25% Additional Assistance grant to support laid off workers from Northrop Grumman Space Systems and Boeing to provide employment and training services.

Revitalizing Career Solutions Project (ConocoPhillips - P66)
Planning Grant
GRANT TERM: 3/01/2025 TO 3/01/2026 **REPORT PERIOD: 3/1/2025 TO 9/30/2025**

		Grant Plan		Δ
I. TOTAL CLIENTS	SBWIB TOTALS		25	
A. ENROLLED		3	12%	3
B. NEW		3		3
C. TRAINING		0		0
D. OJT		0		0
E. Pre-Apprenticeship/Apprenticeship		0		0
II. TOTAL EXITS		0		0
III. TOTAL UNSUBSIDIZED EMPLOYMENT		0		0
A. RETRAINING		0		0
ALSO ATTAINED CREDENTIAL		0		0
B. CALLED BACK WITH EMPLOYER		0		0
AVERAGE PLACEMENT WAGE		$ -		

9/25-Pending grant approval of Phase II funding for full implementation and services.
The Revitalizing Career Solutions Project is a WIOA 25% Additional Assistance planning grant to support laid off workers from ConocoPhillips (P66) refineries impacted by permanent closing of its operations at its Carson, CA and Wilmington, CA location. SBWIB is lead on the project working with the LA City Workforce Development Board to plan and coordinate employment and training services.

REGIONAL EQUITY RECOVERY PARTNERSHIP (RERP)
GRANT TERM: 4/10/2023 TO 12/31/2026

REPORT PERIOD: 4/10/2023 TO 9/30/2025

	SBWIB			FOOTHILL			VERDUGO			TOTALS	Total Activities	Activities Planned	Percent of Plan
	A	P	QΔ	A	P	QΔ	A	P	QΔ		A	P	%
ENROLLMENTS	33	42	0	21	35	1	50	45	3		104	122	85%
ENROLLED IN TRAINING	33	42	0	21	35	1	50	45	3		104	122	85%
CERTIFICATE/CREDENTIAL ATTAINED	28	34	0	0	30	0	35	38	8		63	102	62%
APPRENTICESHIPS	11	14	0	0	2	0	0	2	0		11	18	61%
EMPLOYMENT AT EXIT	11	33	5	21	25	21	24	32	5		56	90	62%

SBWIB BREAKOUT BY AGENCY

	BRIC			El Camino College			West LA College		
	A	P	QΔ	A	P	QΔ	A	P	QΔ
ENROLLMENTS	11	20	0	3	22	0	19	20	0
ENROLLED IN TRAINING	11	20	0	3	22	0	19	20	0
CERTIFICATE/CREDENTIAL ATTAINED	8	18	0	3	18	0	17	16	0
APPRENTICESHIPS	11	18	0	0	0	0	0	14	0
EMPLOYMENT AT EXIT	11	16	0	0	18	0	0	15	0

3/2025 - No cost extension received through 12/31/2026. Regional grant in which SBWIB is the lead program and fiscal agent. SBWIB will be partnering with ECC and WLAC to enroll barriered individuals into high demand certificate programs, apprenticeships and provide paid work experience

Other Grants

SCAN - Apprenticeship

11/07/2022 TO 12/31/2025

Create the Southern California Apprenticeship Network (SCAN), expand apprenticeship throughout Southern CA.

L.A. Region K-16 Collaborative

GRANT TERM: 9/1/2022 TO 6/30/2026

Funding Amount: $2,500,000

The K-16 Collaborative – South Bay/LA Subregion is one of five subregions that comprises the L.A. Region K-16 Collaborative. Other subregions include San Fernando Valley, Greater LA Metro, East LA County, and Long Beach. The K-16 Collaborative is closing racial and gender gaps in postsecondary attainment and employment by building equitable pathways to careers in healthcare, engineering, and computer science.

Teen Center Attendance Report

July 1st- July 31st

INGLEWOOD TEEN CENTER	New Youth	Returning Youth	Total Youth	Total Visits
Inglewood			0	
Hawthorne			0	
Lawndale			0	
Gardena			0	
Other			0	
TOTAL	0	0	0	0

HAWTHORNE TEEN CENTER	New Youth	Returning Youth	Total Youth	Total Visits
Inglewood	1		1	2
Hawthorne	37	17	54	145
Lawndale	2	1	3	5
Gardena			0	
Torrance	2		2	2
Other	2		2	3
TOTAL	44	18	62	157

August 1 - August 31

INGLEWOOD TEEN CENTER	New Youth	Returning Youth	Total Youth	Total Visits
Inglewood				
Hawthorne				
Lawndale				
Gardena				
Other				
TOTAL	0	0	0	0

HAWTHORNE TEEN CENTER	New Youth	Returning Youth	Total Youth	Total Visits
Inglewood	1	1	2	2
Hawthorne	1	22	23	43
Lawndale				
Gardena				
Torrance				
Other	1		1	1
TOTAL	3	23	26	46

September 1 - September 30

INGLEWOOD TEEN CENTER	New Youth	Returning Youth	Total Youth	Total Visits
Inglewood				
Hawthorne				

Lawndale				
Gardena				
Other				
TOTAL	0	0	0	0

HAWTHORNE TEEN CENTER	New Youth	Returning Youth	Total Youth	Total Visits
Inglewood		1		13
Hawthorne	11	2		16
Lawndale				
Gardena				
Torrance				
Other				
TOTAL	11	3	14	29

QUARTER 1 TOTAL	New Youth	Returning Youth	**Q1 Total Youth**	**Q1 Total Visits**
Inglewood Teen Center			**0**	**0**
Hawthorne Teen Center	**58**	**44**	**102**	**232**

Year To Date (Q1)	New Youth	Returning Youth	**YTD Total Youth**	**YTD Total Visits**
Inglewood Teen Center				
Hawthorne Teen Center	58	44	**102**	**232**

DAILY BREEZE
News

NEWS • News

Celebrating success stories at 30th awards, South Bay Workforce thanks partners, applauds alumni

SBWIB has been serving the South Bay for 43 years, creating “an unmatched portfolio of no-cost services and training and support opportunities for adults, youth, job seekers and dislocated workers."



Executive Director of the South Bay Workforce Investment Board Jan Vogel (center right) is honored with an award for his decades of service at the South Bay Workforce Investment Board’s 30th annual awards ceremony on Oct. 30th, 2025 in Torrance, CA. (Photo by Gil Castro-Petres, Contributing Photographer)



By MADELINE ARMSTRONG | marmstrong@scng.com
PUBLISHED: October 31, 2025 at 4:10 PM PDT

The South Bay Workforce Investment Board held their 30th annual awards ceremony Thursday evening to recognize the contributions of businesses and community partners in addition to honoring 16 individuals who have achieved success in the workforce by utilizing one of SBWIB's One-Stop Business and Career Centers.

Around 500 people from all 11 cities that SBWIB serves filled the courtyard and banquet room at the Torrance Marriott South Bay Thursday night to acknowledge the award recipients, mingle with fellow community leaders and enjoy entertainment from jazz singer Brenna Whitaker.

While this was the 30th awards ceremony, SBWIB has been serving the South Bay for 43 years, creating "an unmatched portfolio of no-cost services and training and support opportunities for adults, youth, job seekers and dislocated workers throughout our service area which includes the communities of Carson, El Segundo, Gardena, Hawthorne, Hermosa Beach, Inglewood, Lawndale, Lomita, Manhattan Beach, Redondo Beach and Torrance," SBWIB Chief Executive Officer Jan Vogel said in a written statement.

Of the 16 individuals who were honored as "Outstanding Alumni," two people spoke about the impact SBWIB had on their lives.



Robinson Helicopter Company is honored with an Outstanding Business award at the South Bay Workforce Investment Board's 30th annual awards ceremony on Oct. 30th, 2025 in Torrance, CA. (Photo by Gil Castro-Petres, Contributing Photographer)

"I had a 40-year career working in aerospace and in 2024 found myself being laid off," said Pete Freeland from Redondo Beach. These were programs and opportunities that I and my peers had no idea even existed. I mean we would never look, right?"

Freeland was able to participate in SBWIB's Rapid Response Program for dislocated workers and earn his instrument and commercial pilot ratings at Sling Pilot Academy. He now performs as an air show pilot and leads STEM outreach programs, encouraging youth to pursue careers in aerospace and aviation.

Majesty Goodlow from Carson spoke about her experiences overcoming domestic violence, homelessness and trauma and the role SBWIB played in that.

"I survived domestic violence that tragically took the life of my daughter," Goodlow told the crowd. "My special needs son and I were left homeless, broken and unsure of where to turn. Just when I thought things couldn't get worse, we were involved in a horrible hit and run car accident. Our car flew off the 91 freeway and flipped over seven times. By the grace of God, we survived, but I felt completely lost. Then came the South Bay Workforce."

Goodlow visited the South Bay One-Stop Business & Career Center in Carson where she was able to receive housing assistance, counseling, childcare and career services.

"Today, I am proud to say that I'm employed and no longer homeless," she continued. "I graduated from Compton College with five social arts degrees and six certificates."

Goodlow is now working on her BA at CalState Long Beach University.

"I stand here today, not just for myself, but for every person out there who needs a second chance," she said. "Please continue to fund and support the South Bay Workforce Program. You have no idea how many lives you are saving, how many futures you are changing and how much hope you are restoring. Thank you for believing in people like me. Thank you for giving me and my son a chance to dream."

The other Outstanding Alumni awardees were Uriel Gutierrez from Torrance, Lesly Leon from Carson, William Yoon from Carson, James Camper from El Segundo, Hernan Villanueva from Gardena, Luis Vizcaino from Hawthorne, Carter Fortunato from Hermosa Beach, Jeremiah Richardson from Inglewood, Yasmine Brown from Inglewood, Daniel Olivares from Inglewood, Valeria Villalpando Goytia from Lawndale, Esmia Saldivar from Lomita, Tonya Haynes from Manhattan Beach and Margaret Liu from Redondo Beach.

Additionally, El Camino College President Brenda Thames received the Esther Williams Award of Excellence. Esther Williams was the first SBWIB chairperson in 1982 and this award named after her is awarded to individuals "who epitomize her record of service and commitment to the lofty ideals of the South Bay Workforce Investment Board, and who strive to improve the quality of life in our communities through their professionalism and lasting contributions," reads the description.

Thames has more than 25 years of experience in instruction and education, and is a hands-on member of the SBWIB Youth Development Council, bolstering youth programs.

“In the spirit of Esther Williams… Dr. Thames has exemplified the same unwavering dedication to uplifting youth, advancing educational equity and building strong community partnerships,” reads a written statement from SBWIB. “Her leadership has directly supported pathways for young people to access high-quality education, workforce training and meaningful career opportunities.”

In a surprise addition to the program, the SBWIB Board of Directors took the stage to honor Vogel and award him the Lifetime Achievement Award.

“Under Jan’s leadership, the South Bay Workforce Investment Board is growing into a national model of innovation, collaboration and results,” said Glenn Mitchell, chair of SBWIB. “He’s guided us through challenges, inspired us to change (and) to build an organization that has touched lives in every corner of the South Bay.”

Other awards were handed out for Outstanding Partner and Outstanding Businesses.

The recipient of the Outstanding Partner Award was the Centinela Valley Union High School District (CVUHSD) for their work with SBWIB to offer internship and pre-apprenticeship opportunities to students.

Recipients of the Outstanding Business Awards were Robinson Helicopter Company in Torrance, Centinela Hospital Medical Center in Inglewood and ByFusion Global Inc. in Gardena.

All net proceeds from Thursday’s event will benefit youth-focused programs such as Inglewood and Hawthorne Teen Centers and the Blueprint for Workplace Success Program.



Hundreds of people gather at the South Bay Workforce Investment Board’s 30th annual awards ceremony on Oct. 30th, 2025 in Torrance, CA. (Photo by Gil Castro-Petres, Contributing Photographer)






REIMAGINE
FREEDOM





El Camino College president Dr. Brenda Thames is honored with an award at the South Bay Workforce Investment Board's 30th annual awards ceremony on Oct. 30th, 2025 in Torrance, CA. (Photo by Gil Castro-Petres, Contributing Photographer)



Centinela Hospital Medical Center is honored with an Outstanding Business award at the South Bay Workforce Investment Board's 30th annual awards ceremony on Oct. 30th, 2025 in Torrance, CA. (Photo by Gil Castro-Petres, Contributing Photographer)



Torrance mayor George Chen speaks to the crowd at the South Bay Workforce Investment Board's 30th annual awards ceremony on Oct. 30th, 2025 in Torrance, CA. (Photo by Gil Castro-Petres, Contributing Photographer)





Singer Brenna Whitaker performs at the South Bay Workforce Investment Board’s 30th annual awards ceremony on Oct. 30th, 2025 in Torrance, CA. (Photo by Gil Castro-Petres, Contributing Photographer)

Daily Breeze Article

NEWS

South Bay Workforce Investment Board

FOR IMMEDIATE RELEASE

South Bay Workforce Investment Board
11539 Hawthorne Blvd., Suite 500
Hawthorne, CA 90250

August 28, 2025

Contact: Jan Vogel 310-970-7700

SBWIB Awarded $1 Million via California Opportunity Youth Apprenticeship (COYA) Grant to Expand Pre-Apprenticeship Pathways for Disadvantaged Youth

HAWTHORNE – The South Bay Workforce Investment Board (SBWIB) has been awarded a $1 million California Opportunity Youth Apprenticeship (COYA) implementation grant from the California Department of Industrial Relations (DIR) and its Division of Apprenticeship Standards (DAS). This funding will support 125 disadvantaged youth ages 16–24 through paid pre-apprenticeship training, wraparound services, and direct entry into Registered Apprenticeship Programs across multiple high-demand sectors.

The grant is part of a statewide $15.4 million investment awarded to 29 programs through COYA, designed to align opportunity youth—often disconnected from school or employment—with career pathways in high-demand industries. This is the second round of COYA funding, following an initial $31 million that supported 51 projects across California.

Local Youth will prepare for careers in healthcare, aerospace, advanced manufacturing, bioscience, automotive, aviation, education, and digital media through the SBWIB's pre-apprenticeship programs called, Aero Flex, Space Flex, Bio-Flex, AME Flex and others, with training for occupations like Aerospace Assembly Technician, Production Technician, and Digital Media Editor. Each participant will receive industry-aligned training, an educational stipend, and supportive services. Funding will be invested in sector-based technical skills training.

"Our goal is to deliver high-quality, accessible career pathways for youth," said SBWIB Executive Director Jan Vogel. "The COYA grant enables us to embed equity and support services into every aspect of the program, ensuring that young people from disadvantaged backgrounds can succeed."

The project leverages 15 core partners including the Hospital Association of Southern California (HASC), OSI Systems, and Oak Crest Institute of Science, with major employers and institutions such as Northrop Grumman, El Camino College, and West Los Angeles College also engaged.

The COYA initiative prioritizes youth from historically underserved groups—foster youth, youth of color, justice-involved youth, young parents, low-income individuals, and youth with disabilities—who meet criteria such as Pell eligibility, WIOA status, Title I school enrollment, or residence in high-poverty areas.

California's broader apprenticeship expansion is part of Governor Newsom's Master Plan for Career Education, which sets a goal of serving 500,000 apprentices by 2029.

The SBWIB Pre-Apprenticeship and Apprenticeship offerings are employer-driven training programs that have proven to be successful in developing and upskilling current employees while increasing the pipeline of a future workforce.

For more on SBWIB's no cost job preparation, pre-apprenticeship, and apprenticeship programs for young adults, visit **www.sbwib.org**.

# # #

SUCCESSOR AGENCY TO THE LAWNDALE REDEVELOPMENT AGENCY

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

DATE:	December 1, 2025
TO:	Honorable Chairman and Agency Members
FROM:	Dr. Sean M. Moore, Executive Director
PREPARED BY:	Vanesa Alvarez, Administrative Assistant
SUBJECT:	**Minutes of the Successor Agency Meeting, June 16, 2025**

RECOMMENDATION

Staff recommends that the Successor Agency approve the minutes.

Attachments

25-06-16 lras.min.pdf

ATTACHMENT A

DRAFT MINUTES
SUCCESSOR AGENCY
REGULAR MEETING
June 16, 2025

A. CALL TO ORDER AND ROLL CALL

Chair Pullen-Miles called the meeting to order at 6:31 p.m. in the City Hall Council Chamber, 14717 Burin Avenue, Lawndale, California. *The Board met concurrently with the City Council; therefore, the minutes order and numbering reflect the concurrent meeting.*

Members Present: Chair Robert Pullen-Miles, Vice Chair Pat Kearney, Member Bernadette Suarez, Member Sirley Cuevas, Member Francisco M. Talavera

Other Participants: Executive Director Sean M. Moore, General Counsel Gregory M. Murphy, Secretary Erica Harbison, Assistant Secretary Yvette Palomo, Deputy Executive Director/Director of Human Resources Raylette Felton, Los Angeles County Sheriff's Captain Nicole Palomino, Municipal Services Director Michael Reyes, Finance Officer Hrant Manuelian, Assistant Executive Director Peter Kann, Public Works Director Luis (Lucho) Rodriguez, Community Services Director Jason Minter

B. CEREMONIALS

Member Cuevas led the flag salute. Pastor George Magdalany of Hope Chapel Church provided the inspiration.

E. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA (Public Comments)

No public comment provided specific to the Successor Agency.

H. CONSENT CALENDAR

8. Minutes of the Successor Agency Meeting, June 2, 2025
Recommendation: that the Successor Agency approve the minutes.

9. Routine Records Destruction
Recommendation: that the Agency Members adopt Resolution No. LRAS-2506-001, approving the request from the City Clerk's Department, for authorization to destroy routine records as listed in the exhibit of the Resolution.

A motion was made by Vice Chair Kearney and seconded by Member Suarez to approve the Consent Calendar. The motion passed by a vote of 5-0.

J. ADMINISTRATION

11. Annual Budget Fiscal Year 2025-26
Recommendation: that the City Council adopt Resolution No. CC-2506-030, adopting the fiscal year 2025-2026 operating and capital improvement budget, which includes the City of Lawndale, Lawndale Housing Authority, and Successor Agency to the Lawndale Redevelopment Agency.

Finance Officer Manuelian presented the staff report.

DRAFT

Member Suarez commented that she does not agree with the budgeted amount for security services; therefore, she will be voting no on this item.

Member Talavera proposed that the City Council budget be increased to cover conference and membership fees for the National Association of Latino Elected and Appointed Officials by $6,000 and to increase Councilmembers' discretionary funds to $3,500.

Discussion ensued among City Members and General Counsel Murphy about allowed discretionary funds purchases, amending the budget and bringing the item back for discussion.

Chair Pullen-Miles opened public comments.

Andrew Blackney, Resident, commented on the budgeted amount for the contract with Los Angeles County Sheriff's Department, and asked if the City can contract with local law enforcement agencies.

Juan Granados, Resident, commented on budgeting to provide food donation services to senior citizens.

Ray Hollar, Resident, thanked staff for providing a detailed and transparent budget report and for budgeting to hold a Hispanic-American Contributions Festival.

Chair Pullen-Miles closed public comments.

A motion was made by Vice Chair Kearney and seconded by Member Cuevas to adopt Resolution No. CC-2506-030, adopting the fiscal year 2025-2026 operating and capital improvement budget which includes the City of Lawndale Council, Successor Agency and Lawndale Housing Authority. The motion passed by a vote of 4-1, with Member Suarez voting no.

N. ADJOURNMENT

There being no further business to conduct, Chair Pullen-Miles adjourned the meeting at 9:16 p.m.

_____
Robert Pullen-Miles, Chair

ATTEST:

_____
Erica Harbison, Secretary
Approved: December 1, 2025

DRAFT

SUCCESSOR AGENCY TO THE LAWNDALE REDEVELOPMENT AGENCY

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

DATE:	December 1, 2025
TO:	Honorable Chairman and Agency Members
FROM:	Dr. Sean M. Moore, Executive Director
PREPARED BY:	Peter Kann, Assistant Executive Director Hrant Manuelian, Finance Director/City Treasurer
SUBJECT:	**Consideration of the Recognized Payment Obligation Schedule (ROPS) 26-27 and the Administrative Budget for Fiscal Year 2026-2027**

BACKGROUND

ABx1 26 ended redevelopment in California. That legislation, along with AB 1484, sets the rules and procedures for the dissolution of redevelopment agencies. Successor agencies were created by ABx1 26 to settle the affairs of the dissolved redevelopment agencies.

Under current state law, successor agencies are annually provided with tax increment funds to pay the debts of the former redevelopment agencies. Successor agencies must prepare a recognized obligation payment schedule (ROPS) annually.

The county auditor controllers use the ROPS to determine the amount of tax increment it will give to successor agencies for each annual ROPS period. After a successor agency prepares a ROPS, the payment schedule is reviewed and approved by the successor agency's oversight board and then approved by the California Department of Finance (DOF).

As of July 1, 2018, pursuant to state law, oversight authority has been transferred to the Los Angeles County Second District Consolidated Oversight Board ("LACSDCOB"). LACSDCOB has formed five consolidated oversight boards, one encompassing each of the five supervisorial districts.

In prior ROPS periods, the DOF and the Oversight Board for the Lawndale Successor Agency have approved the following ROPS and the Los Angeles County Auditor Controller has provided the funding required for the obligations listed in the following schedules:

- ***1st ROPS (January 1, 2012 to June 30, 2012)***
- ***2nd ROPS (July 1, 2012 to December 31, 2012)***
- ***3rd ROPS (January 1, 2013 to June 30, 2013)***
- ***ROPS 13-14A (July 1, 2013 to December 31, 2013)***
- ***ROPS 13-14B (January 1, 2014 to June 30, 2014)***
- ***ROPS 14-15A (July 1, 2014 to December 31, 2014)***
- ***ROPS 14-15B (January 1, 2015 to June 30, 2015)***
- ***ROPS 15-16A (July 1, 2015 to December 31, 2015)***
- ***ROPS 15-16B (January 1, 2016 to June 30, 2016)***
- ***ROPS 17-18A (July 1, 2016 to December 31, 2016)***
- ***ROPS 17-18 (July 1, 2017 to June 30, 2018)***
- ***ROPS 18-19 (July 1, 2018 to June 30, 2019)***
- ***ROPS 19-20 (July 1, 2019 to June 30, 2020)***
- ***ROPS 20-21 (July 1, 2020 to June 30, 2021)***

- ***ROPS 21-22 (July 1, 2021 to June 30, 2022)***
- ***ROPS 22-23 (July 1, 2022 to June 30, 2023)***
- ***ROPS 23-24 (July 1, 2023 to June 30, 2024)***
- ***ROPS 24-25 (July 1, 2024 to June 30, 2025)***
- ***ROPS 25-26 (July 1, 2025 to June 30, 2026)***
- ***ROPS 26-27 (July 1, 2026 to June 30, 2027)***

STAFF REVIEW

The next ROPS 26-27 (July 1, 2026 to June 30, 2027) must be submitted to the DOF by February 1, 2026. The Lawndale Successor Agency approved the attached proposed ROPS 26-27 on December 1, 2025 and directed staff to forward the ROPS 26-27 to the Oversight Board for its consideration of the ROPS to allow the ROPS 26-27 to be forwarded to the DOF to meet the February 1, 2026 deadline. The ROPS is an exhibit to Attachment B.

Along with the ROPS, an administrative budget for the Lawndale Successor Agency must be approved by the Oversight Board and DOF for the July 1, 2026 to June 30, 2027 period (See Attachment A). Staff kept the administrative cost the same at $200,000. In this vein, the ROPS 26-27 lists the following Successor Agency Obligations:

1. **Bond Debt Service** – debt service payment for the Redevelopment Agency's 2009 bonds.
2. **California I-Bank** – debt service payment for the California Infrastructure Bank loan that was used to improve Hawthorne Boulevard.
3. **Successor Agency Staff and Supplies** (Administrative Allowances) – Funding for staff and supplies needed to operate the Successor Agency.
4. **Successor Agency Audit** – Funding for the preparation of the annual Successor Agency Audit.
5. **Repayment of Loans to the City of Lawndale** - The former Redevelopment Agency borrowed funds from the City. Beginning with the ROPS 14-15B, the Successor Agency began repaying those loans to the City.
6. **Repayment of Debt to the Housing Fund –** The former Redevelopment Agency owed money to its low and moderate income housing fund. The Successor Agency will receive tax increment to pay the housing fund debt. The Lawndale Housing Authority will receive the funding and use it to create affordable housing.

Lawndale Successor Agency staff also requests that the Oversight Board authorize staff to change the ROPS 26-27 and/or the Administrative Budget if needed to satisfy requests from the DOF.

LEGAL REVIEW

None required

FUNDING

None required.

RECOMMENDATION

Staff recommends that the Successor Agency 1.) Approve and direct staff to submit to the Los Angeles County Oversight Board and California Department of Finance the ROPS 26-27 and Administrative Budget FY 2026-27; and 2.) Authorize staff to make any changes requested by the California Department of Finance.

Attachments

Attachment A - Draft OB-26-01 and OB-26-02 Resolutions.pdf

Attachment B - ROPS.pdf

ATTACHMENT A

RESOLUTION NO. OB 26-01

A RESOLUTION OF THE LOS ANGELES COUNTY SECOND SUPERVISORIAL DISTRICT CONSOLIDATED OVERSIGHT BOARD OF THE APPROVING THE ADMINISTRATIVE BUDGET FOR THE PERIOD OF JULY 1, 2026 – JUNE 30, 2027 FOR THE SUCCESSOR AGENCY OF THE FORMER REDEVELOPMENT AGENCY TO THE CITY OF LAWNDALE, MAKING RELATED FINDINGS AND DECLARATIONS, AND TAKING RELATED ACTIONS IN CONNECTION THEREWITH

WHEREAS, pursuant to ABx1 26 (as amended by AB 1484, the "Dissolution Act"), the separate legal entity known as the Successor Agency of the Lawndale Redevelopment Agency (the "Successor Agency") must prepare administrative budgets for its general administrative costs and expenses for upcoming fiscal periods; and

WHEREAS, pursuant to Health & Safety Code Section 34179 (q) commencing on and after July 1, 2025 and continuing through June 30, 2027, the County of Los Angeles, where more than 40 oversight boards were created by the Dissolution Act, has five consolidated oversight boards each encompassing the five supervisorial districts; and

WHEREAS, the Second Supervisorial District Consolidated Oversight Board ("Oversight Board") has jurisdiction over the Successor Agency of the Former Redevelopment Agency to the City of Lawndale ("Successor Agency); and

WHEREAS, the Successor Agency's staff has prepared an administrative budget for the FY 2026-27 fiscal year commencing on July 1, 2026, and ending on June 30, 2027, which is attached hereto and incorporated herein as Exhibit 1; and

WHEREAS, the Successor Agency is entitled to an administrative cost allowance (the "Administrative Cost Allowance") pursuant to Health and Safety Code Sections 3417(b) and 34183(a)(3) in the minimum $200,000 for fiscal year 2025-26; and

WHEREAS, pursuant to the proposed administrative budget for 2025-26 the Successor Agency will utilize $100,000 of its administrative allowance in the period from July 1, 2026 to December 31, 2027 and $100,000 for administrative expenses during the period from January 1, 2026 to June 30, 2027; and

WHEREAS, the Successor Agency's Board of Directors reviewed and approved the administrative budget for the period July 1, 2026 to June 30, 2027 as its meeting of December 1, 2025; and

WHEREAS, under the Dissolution Act, the Administrative Budget must be submitted to the Oversight Board for approval; and

WHEREAS, pursuant to the Dissolution Act, the Oversight Board met at a duly noticed public meeting on January 20, 2026 to consider specific costs and expenses listed on the Twelfth Administrative Budget and to consider approval of the Eleventh Administrative Budget, among other approvals; and

WHEREAS, evidence was heard and presented from all persons interested in affecting the Administrative Budget presented to and recommended for approval to the Oversight Board by

Successor Agency staff, including written and oral comments from the public relating thereto, and the Oversight Board has reviewed, analyzed, and studied the Eleventh Administrative Budget.

NOW, THEREFORE, THE LOS ANGELES COUNTY SECOND SUPERVISORAL DISTRICT CONSOLIDATED OVERSIGHT DOES HEREBY RESOLVE AND FIND AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct and incorporated herein, and, together with information provided by the Successor Agency staff and the public, form the basis for the approvals, findings, and determinations set forth below.

SECTION 2. Under Health and Safety Code Section 34177(j), the Eleventh Administrative Budget has been submitted by the Successor Agency for consideration by the Oversight Board.

SECTION 3. The Oversight Board hereby finds that the Administrative Budget supports an Administrative Cost Allowance to the Successor Agency for the period covered by the Administrative Budget in the minimum authorized amount of $200,000 and approves the Administrative Budget attached hereto as Exhibit "A", and authorizes the Successor Agency to incur costs for the general administrative activities and functions described in the Administrative Budget.

SECTION 4. The Oversight Board authorizes and directs the Successor Agency staff to take all actions necessary under the Dissolution Act to post the Administrative Budget on the Successor Agency website, to transmit the Administrative Budget to the Auditor-Controller (the "Auditor- Controller") and the County Administrator of the County of Los Angeles and to the State Controller and the State Department of Finance, and to take any other actions necessary to ensure the validity of the Administrative Budget and corresponding Administrative Cost Allowance.

SECTION 5. This Resolution shall take effect at the time and in the manner prescribed in Health and Safety Code Section 34179(h).

PASSED, APPROVED, AND ADOPTED this 21st day of January, 2025 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

_____
James T. Butts, Jr., Chair
Second Supervisorial District
Consolidated Oversight Board

ATTEST:

_____
Cesar Hernandez, Deputy Clerk

RESOLUTION NO. OB 26-02

A RESOLUTION OF THE LOS ANGELES COUNTY SECOND SUPERVISORIAL DISTRICT CONSOLIDATED OVERSIGHT BOARD APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS) 26-27 FOR THE PERIOD JULY 1, 2026 – JUNE 30, 2027 FOR THE SUCCESSOR AGENCY OF THE FORMER REDEVELOPMENT AGENCY TO THE CITY OF LAWNDALE, AND AUTHORIZING THE LAWNDALE SUCCESOR AGENCY'S EXECUTIVE DIRECTOR, OR HIS DESIGNEE TO TAKE ALL NECESSARY ACTIONS WITH RESPECT THERETO ON BEHALF OF THE SUCCESSOR AGENCY

WHEREAS, as part of the 2011-12 State budget bill, the California Legislature enacted and the Governor signed ABX1 26 requiring that each redevelopment agency be dissolved; and

WHEREAS, on June 27, 2012, the Legislature passed and the Governor signed Ab 1484, a FY 2012-13 budget trailer bill, which makes technical and substantive amendments to ABx1 26 and took immediate effect upon signature by the Governor; and

WHEREAS, Health and Safety Code Section 34177 requires Successor Agencies to prepare and adopt an annual "Recognized Obligation Payment Schedule" that lists all obligations of the former redevelopment agency that are enforceable within the meaning of subdivision(d) Section 34167 each fiscal year, including July 1, 2025 to June 30, 2026; and

WHEREAS, pursuant to AB 1484, the July 1, 2026 to June 30, 2027 "ROPS 26-27" must be submitted to DOF and the State Controller's office, after approval by the Oversight Board, no late than February 1, 2026, and if the ROPS is late the administrative cost allowance for the Successor Agency is reduced by 25%; and

WHEREAS, on January 20, 2026 the Successor Agency's Board of Directors approved submission of the Recognized Obligation Payment Schedule 26-27 for the period July 1, 2026 to June 30, 2027 for review and approval by the Oversight Board; and

WHEREAS, the Second Supervisorial District Consolidated Oversight Board held a meeting on January 20, 2026 to review the proposed ROPS;

WHEREAS, all the other legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, THE LOS ANGELES COUNTY SECOND SUPERVISORIAL DISTRICT CONSOLIDATED OVERSIGHT BOARD DOES HEREBY RESOLVE AND FIND AS FOLLOWS:

SECTION 1. Recitals. The Recitals set forth above are true and correct and incorporated heir by reference.

SECTION 2. Approval of Recognized Obligation Payment Schedule. In order to enable the City of Lawndale, as Successor Agency to the Lawndale Redevelopment Agency, to comply with AB X1 26 and AB 1484, and based on the Recitals set forth above, the Oversight Board hereby approves the Schedule attached hereto as Exhibit B Recognized Obligation Payment Schedule 26-27 for the

period July 1, 2026 to June 30, 2027. Pursuant to Health & Safety Code Section 34173, the Successor Agency's liability, including, but not limited to, its liability for the obligations on the attached schedule is limited to the total sum of property tax revenues it receives pursuant to Parr 1.85 of AB X1 26 (as amended). This approval includes authorization for payment of expenditures for items on the proposed ROPS.

SECTION 3. Implementation. The Oversight Board hereby approves the Recognized Obligation Payment Schedule, in accordance with Health & Safety Code Section 34180 (g), for the period July 1, 2026 to June 30, 2027, as Recognized Obligation Payment Schedule 26-27 attached hereto Exhibit 1, and directs staff to transmit the Recognized Obligation Payment Schedule 26-27 and this Resolution to DOF the county administrative officer, the county auditor-controller, and the State Controller's office within 5 days of the adoption of this Resolution. The Oversight Board also authorizes and direct the Successor Agency staff to take all actions necessary under California Health & Safety Code to post the ROPS on the Successor Agency's website and to take any other actions necessary to ensure the validity of the ROPS or the validity of any enforceable obligation or other agreement listed on the ROPS.

SECTION 4. Severability If any provision of this Resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this Resolutions which can be given effect without the invalid provision or application, and to this end the provisions of this resolution are severable. The Oversight Board hereby declares that it would have adopted this Resolution irrespective of the invalidity of any particular portion thereof.

SECTION 5. The Oversight Board Secretary shall certify to the adoption of this Resolution

SECTION 6. The Executive Director, or his designee, is hereby authorized to take all necessary actions with respect to the Recognized Obligation Payment Schedule 26-27 for the period July 1, 2026 to the June 30, 2027 on behalf of the Successor Agency.

PASSED, APPROVED, AND ADOPTED this 20th day of January, 2026.

Ayes:

Noes:

Absent:

Abstain:

_____
James T. Butts, Jr., Chair
Second Supervisorial District
Consolidated Oversight Board

ATTEST:

_____
Cesar Hernandez, Deputy Clerk

ATTACHMENT B

Recognized Obligation Payment Schedule (ROPS 26-27) - Summary
Filed for the July 1, 2026 through June 30, 2027 Period

Successor Agency: **Lawndale**
County: Los Angeles

	Current Period Requested Funding for Enforceable Obligations (ROPS Detail)	26-27A Total (July - December)	26-27B Total (January - June)	ROPS 26-27 Total
A	**Enforceable Obligations Funded as Follows (B+C+D):**	**$ -**	**$ -**	**$ -**
B	Bond Proceeds	-	-	-
C	Reserve Balance	-	-	-
D	Other Funds	-	-	-
E	**Redevelopment Property Tax Trust Fund (RPTTF) (F+G):**	**$ 2,023,025**	**$ 1,477,742**	**$ 3,500,767**
F	RPTTF	1,923,025	1,377,742	3,300,767
G	Administrative RPTTF	100,000	100,000	200,000
H	**Current Period Enforceable Obligations (A+E):**	**$ 2,023,025**	**$ 1,477,742**	**$ 3,500,767**

Certification of Oversight Board Chairman:
Pursuant to Section 34177 (o) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named successor agency.

Name

/s/

Signature Date

Lawndale Recognized Obligation Payment Schedule (ROPS 26-27) - Report of Cash Balances
July 1, 2023 through June 30, 2024
(Report Amounts in Whole Dollars)

Pursuant to Health and Safety Code section 34177 (l), Redevelopment Property Tax Trust Fund (RPTTF) may be listed as a source of payment on the ROPS, but only to the extent no other funding source is available or when payment from property tax revenues is required by an enforceable obligation. For tips on how to complete the Report of Cash Balances Form, see Cash Balance Tips Sheet.

A	B	C	D	E	F	G	H
		Fund Sources					
		Bond Proceeds		Reserve Balance	Other Funds	RPTTF	
	ROPS 23-24 Cash Balances (07/01/23 - 06/30/24)	Bonds issued on or before 12/31/10	Bonds issued on or after 01/01/11	Prior ROPS RPTTF and Reserve Balances retained for future period(s)	Rent, Grants, Interest, etc.	Non-Admin and Admin	**Comments**
1	**Beginning Available Cash Balance (Actual 07/01/23)** RPTTF amount should exclude "A" period distribution amount			0		$ 513,706	
2	**Revenue/Income (Actual 06/30/24)** RPTTF amount should tie to the ROPS 23-24 total distribution from the County Auditor-Controller				0	3,271,398	
3	**Expenditures for ROPS 23-24 Enforceable Obligations (Actual 06/30/24)**					3,271,398	
4	**Retention of Available Cash Balance (Actual 06/30/24)** RPTTF amount retained should only include the amounts distributed as reserve for future period(s)			0	0		
5	**ROPS 23-24 RPTTF Prior Period Adjustment** RPTTF amount should tie to the Agency's ROPS 23-24 PPA form submitted to the CAC	No entry required				0	
6	**Ending Actual Available Cash Balance (06/30/24)** **C to F = (1 + 2 - 3 - 4), G = (1 + 2 - 3 - 4 - 5)**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 513,706**	

Lawndale Recognized Obligation Payment Schedule (ROPS 26-27) - ROPS Detail

July 1, 2026 through June 30, 2027

(Report Amounts in Whole Dollars)

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
											26-27A (July - December)						26-27B (January - June)					
											Fund Sources						Fund Sources					
Item #	Project Name/Debt Obligation	Obligation Type	Contract/Agreement Execution Date	Contract/Agreement Termination Date	Payee	Description/Project Scope	Project Area	Total Outstanding Debt or Obligation	Retired	ROPS 26-27 Total	Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	26-27A Total	Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	26-27B Total
								$ 29,727,525		$ 3,500,767	$ 0	$ 0	$ 0	$ 1,923,025	$ 100,000	$ 2,023,025	$ 0	$ 0	$ 0	$ 1,377,742	$ 100,000	$ 1,477,742
1	2009 Tax Allocation Bonds	Bonds Issued On or Before	9/21/2009	2/1/2045	Wells Fargo	Bond Debt Service	LERP	15,960,000	N	$ 1,295,975				868,900		$ 868,900				427,075		$ 427,075
2	Hawthorne Blvd I-Bank Loan	Third-Party Loans	7/15/2002	8/1/2032	US Bank	California state infrastructure loan	LERP	610,998	N	$ 115,368				105,913		$ 105,913				9,455		$ 9,455
3	Successor Agency Administration	Admin Costs	7/1/2014	12/31/2014	City of Lawndale	Successor Agency staff and supplies	LERP	200,000	N	$ 200,000					100,000	$ 100,000					100,000	$ 100,000
24	Disposition of Agency Property	Property Dispositions	1/1/2014	6/30/2014	To be selected	land disposal strategy for successor agency	LERP		Y	$ -						$ -						$ -
25	Disposition of Agency Property	Property Dispositions	1/1/2014	6/30/2014	To be selected	Appraisals of agency owned property	LERP		Y	$ -						$ -						$ -
28	SA Audit Agreement	Professional Services	4/25/2020	4/24/2025	Rogers, Anderson, Malody, & Scott, LLP	prepare annual Successor Agency audit	LERP	4,500	N	$ 4,500				4,500		$ 4,500						$ -
30	Property Management, Relocation, & Right of Way	Professional Services	7/15/2013	1/10/2019	Overland Pacific & Cutler	Provide property management, relocation and right of way services	LERP		Y	$ -						$ -						$ -
31	Public Works Agreement	City/County Loan (Prior 06/28/11), Cash exchange	5/30/2013	2/1/2045	City of Lawndale	Reinstated reimbursement agreement with City	LERP		N	$ -						$ -				0		$ -
32	Bond Cooperation Agreement	Improvement/Infrastructure	5/6/2013	2/1/2045	City of Lawndale	Agreement to assist with construction of bond funded infrastructure	LERP	0	N	$ -						$ -						$ -
33	2000 Cooperation Agreement	City/County Loan (Prior 06/28/11), Cash exchange	7/10/2000	2/1/2045	City of Lawndale	Loan from City for administrative and capital expenditures	LERP	3,127,945	N	$ 470,606				235,303		$ 235,303				235,303		$ 235,303
34	2000 Financing Agreement	City/County Loan (Prior 06/28/11), Cash exchange	7/10/2000	2/1/2045	City of Lawndale	Loan from City for program and capital expenditures	LERP	6,495,593	N	$ 960,036				480,018		$ 480,018				480,018		$ 480,018
35	2001 Cooperation Agreement	City/County Loan (Prior 06/28/11), Cash exchange	6/18/2001	2/1/2045	City of Lawndale	Loan from City for administrative and capital expenditures	LERP	3,325,989	N	$ 451,782				225,891		$ 225,891				225,891		$ 225,891
36	2009 Loan Agreement	City/County Loan (Prior 06/28/11), Cash exchange	12/7/2009	2/1/2045	City of Lawndale	Loan from City to acquire development site	LERP	0	N	$ -						$ -						$ -
37	2009 Purchase Agreement	City/County Loan (Prior 06/28/11), Cash exchange	12/7/2009	2/1/2045	City of Lawndale	City loan for Agency purchase of City property	LERP	0	Y	$ -				0		$ -				0		$ -
38	SB 471 Housing Admin Cost Allowance	Admin Costs	2/20/2014	2/1/2045	Lawndale Housing Authority	Administrative Cost Allowance for Housing Successor entity	LERP		N	$ -						$ -						$ -
39	2009 Bond SEC Disclosure	Professional Services	9/21/2009	2/1/2045	Urban Futures	SEC Disclosures		2,500	N	$ 2,500				2,500		$ 2,500						$ -
40									N	$ -						$ -						$ -
41									N	$ -						$ -						$ -
42									N	$ -						$ -						$ -
43									N	$ -						$ -						$ -
44									N	$ -						$ -						$ -
45									N	$ -						$ -						$ -
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73									N	$ -						$ -						$ -
74									N	$ -						$ -						$ -
75									N	$ -						$ -						$ -

Lawndale Recognized Obligation Payment Schedule (ROPS 26-27) - ROPS Detail

July 1, 2026 through June 30, 2027

(Report Amounts in Whole Dollars)

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
											26-27A (July - December)						26-27B (January - June)					
											Fund Sources						Fund Sources					
Item #	Project Name/Debt Obligation	Obligation Type	Contract/Agreement Execution Date	Contract/Agreement Termination Date	Payee	Description/Project Scope	Project Area	Total Outstanding Debt or Obligation	Retired	**ROPS 26-27 Total**	Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	**26-27A Total**	Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	**26-27B Total**
76									N	$ -						$ -						$ -
77									N	$ -						$ -						$ -
78									N	$ -						$ -						$ -
79									N	$ -						$ -						$ -
80									N	$ -						$ -						$ -
81									N	$ -						$ -						$ -
82									N	$ -						$ -						$ -
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103									N	$ -						$ -						$ -
104									N	$ -						$ -						$ -

Lawndale Recognized Obligation Payment Schedule (ROPS 26-27) - Notes July 1, 2026 through June 30, 2027	
Item #	**Notes/Comments**
1	Debt service payments for the Lawndale Redevelopment Agency's 2009 bonds. Approved by DOF on all prior ROPS.
2	Debt service payments for a 2002 California Infrastructure Bank loan to the Redevelopment Agency. Approved by DOF on all prior ROPS.
3	Successor Agency administrative allowance.
28	Audit agreement for preparation of Successor Agency audit, which is required as a condition of the loan described in #2.
33	On February 20, 2014, the Oversight Board approved Resolution 2014-1, which reactivates a loan provided by the City to the Redevelopment Agency in 2000. The Successor Agency must repay a SERAF Housing Fund debt.Started to receive RPTTF for payment of this loan on ROPS 14-15B.
34	On February 20, 2014, the Oversight Board approved Resolution 2014-2, which reactivates a loan provided by the City to the Redevelopment Agency in 2000. The Successor Agency must repay a SERAF Housing Fund debt and there will not be sufficient tax increment to begin repaying this loan until at least ROPS 14-15B. Started to receive RPTTF for payment of this loan on ROPS 14-15B.
35	On February 20, 2014, the Oversight Board approved Resolution 2014-3, which reactivates a loan provided by the City to the Redevelopment Agency in 2001. The Successor Agency must repay a SERAF Housing Fund debt. a Started to receive RPTTF for payment of this loan on ROPS 14-15B.
36	On February 20, 2014, the Oversight Board approved Resolution 2014-4, which reactivates a loan provided by the City to the Redevelopment Agency in 2009. The Successor Agency must repay a SERAF Housing Fund debt. Started to receive RPTTF for payment of this loan on ROPS 14-15B.
37	On February 20, 2014, the Oversight Board approved Resolution 2014-5, which reactivates a loan provided by the City to the Redevelopment Agency in 2009. The Successor Agency must repay a SERAF Housing Fund debtStarted to receive RPTTF for payment of this loan on ROPS 14-15B.
39	2009 Bond SEC Disclosure per bond indenture. Calculation of arbitrage for bonds line 1 of ROPS. Paid to WFB

Successor Agency to the Lawndale Redevelopment Agency Exhibit A

Administrative Budget July 1, 2026 - June 30, 2027

ROPS 26-27 Period

Personnel Costs			
	Community Development Department	$	110,000
	Finance Department		75,000
Operations			10,000
Legal			5,000
Total Budgeted Appropriations: 7/1/26- 6/30/27		**$**	**200,000**

CITY OF LAWNDALE

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

DATE:	December 1, 2025
TO:	Honorable Mayor and City Council
FROM:	Dr. Sean M. Moore, City Manager
PREPARED BY:	Lucho Rodriguez, Public Works Director Hrant Manuelian, Finance Director/City Treasurer Grace Huizar, Senior Management Analyst
SUBJECT:	**Approve Second Amendment to Street Sweeping Services Agreement**

BACKGROUND

The City has contracted with CleanStreet for street sweeping services for the past 25 years. During this time, the company has been reliable and has consistently provided satisfactory service to Lawndale. Under the current agreement, CleanStreet provides sweeping services for 56 curb miles of residential streets once per week; business district streets twice per week; Hawthorne Boulevard five times per week; and alleys once per week. Medians and City parking lots are serviced once every two weeks. In total, the company sweeps approximately 157.4 curb miles each week. The current agreement is set to expire on December 31, 2025.

STAFF REVIEW

On December 18, 2023, the City Council approved the current agreement, which removed CleanStreet's responsibility for disposal services because the City assigned that task to Republic Services, the City's solid waste franchise hauler. However, on March 4, 2024, the City Council approved the First Amendment to shift disposal responsibilities back to CleanStreet after determining that the arrangement with Republic Services was not feasible.

A Second Amendment is now needed to extend the agreement for one additional year, as it is scheduled to expire on December 31, 2025. CleanStreet has agreed to the extension and has requested a three percent (3%) rate increase of $22,047 for the period of January 1, 2026, through December 31, 2026. With this adjustment, the new annual cost will be $389,503, bringing the total contract amount to $756,958.

LEGAL REVIEW

The City Attorney reviewed the staff report and the Second Amendment and approved as to form.

FISCAL IMPACT

Street sweeping services are funded through Gas Tax Funds under Street Maintenance – Contract Services. The FY 2025–26 budget does not have enough available funds to cover the cost increase for the period of January 1, 2026, through June 30, 2026. As a result, a budget appropriation of $11,022 will be necessary in Account #201-330-530.100 (Gas Tax - Contract Services).

RECOMMENDATION

Staff recommends that the City Council:

1. Approve the Second Amendment to the street sweeping services agreement, extending the contract for one year – from January 1, 2026 through December 31, 2026 at an additional cost of $22,047, resulting

in a new annual agreement cost of $389,503; and
2. Authorize an additional appropriation of $11,022 to the FY2025-26 budget to cover the increased costs.

Attachments

CleanStreet - Second Contract Amendment 2025 AL.pdf

CleanStreet - First Contract Amendment 2024 AL.pdf

CleanStreet - Original Agreement AL.pdf

Attachment A

SECOND AMENDMENT TO CONTRACT SERVICES AGREEMENT FOR STREET SWEEPING SERVICES

This SECOND AMENDMENT TO CONTRACT SERVICES AGREEMENT (the "Second Amendment") is made and entered into this 1st day of December 2025, by and between the CITY OF LAWNDALE, a municipal corporation (herein "City") and CleanStreet, a California corporation (herein "Contractor").

RECITALS

WHEREAS, City and Contractor entered into that certain Agreement entitled "Street Sweeping Contract Services (the "Agreement") on or about January 1, 2024, and

WHEREAS, City and Contractor entered into that certain "First Amendment to Contract Services Agreement for Street Sweeping Services" (the "First Amendment") on or about March 4, 2024, and

AMENDMENT

NOW, THEREFORE, it is hereby agreed that the Agreement is amended as follows:

1. 2.0 Compensation/Section 2.1 of the Agreement - Contract Sum is amended to increase the maximum contract sum by Twenty-Two Thousand Forty-Seven dollars ($22,047) to account for a three percent (3%) rate increase beginning January 1, 2026 through December 31, 2026. The maximum contract sum will increase from Seven Hundred Thirty-Four Thousand Nine Hundred Eleven dollars ($734,911) to Seven Hundred Fifty-Six Thousand Nine Hundred Fifty-Eight dollars ($756,958) per year.

2. 3.0 Performance Schedule/Section 3.4 of the Agreement – Term is amended to extend the term of the Contract Services Agreement date to no later than December 31, 2026.

MISCELLANEOUS PROVISIONS

3. Other Terms Unchanged. Subject to the foregoing amendments, the remainder of the terms in the Agreement will remain the same and are hereby ratified.

4. Authority to Execute. Each party represents and warrants that all necessary action has been taken by such party to authorize the undersigned to execute this Second Amendment and to bind the parties to the performance of its obligations.

5. Counterparts, Facsimile or other Electronic Signatures. This Second Amendment may be executed in several counterparts, each of which will be deemed an original, and all of which, when taken together, constitute one and the same instrument. The Second Amendment will be considered executed when the signature of a party is delivered by facsimile or other electronic transmission. Such facsimile or other electronic signature will have the same effect as an original signature.

6. Severability. If any term, condition or covenant of this Second Amendment is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Second Amendment will not be affected and the Second Amendment will be read and construed without the invalid, void or unenforceable provision.

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

CITY:

_____
Robert Pullen-Miles, Mayor

ATTEST:

_____
Erica Harbison, City Clerk

APPROVED AS TO FORM:
Burke, Williams & Sorensen, LLP

_____
Gregory M. Murphy, City Attorney

CONTRACTOR:
SCA of CA, LLC, a Delaware Limited Liability Company

By: _____
Brad Becker
Regional Vice President

By: _____
Chris Chiodo
Chief Operating Officer

Address: 4141 Rockside Road, Suite 100
Cleveland, OH 44131

Attachment B

FIRST AMENDMENT TO CONTRACT SERVICES AGREEMENT FOR STREET SWEEPING SERVICES

This FIRST AMENDMENT TO CONTRACT SERVICES AGREEMENT (the "First Amendment") is made and entered into this 4th day of March, 2024, by and between the CITY OF LAWNDALE, a municipal corporation (herein "City") and CleanStreet, a California corporation (herein "Contractor").

RECITALS

WHEREAS, City and Contractor entered into that certain Agreement entitled "Contract Services Agreement for Street Sweeping Services" (the "Agreement") on or about January 1, 2024, and

WHEREAS, Contractor is requesting the name of their company to be updated, and

WHEREAS, City has determined that disposal services will be provided by the contractor, and

AMENDMENT

NOW, THEREFORE, it is hereby agreed that the Agreement is amended as follows:

1. Section 1.0 of the Agreement (Services of Contractor), 1.1 (Scope of Services), is amended to require the Contractor to provide for the legal disposal of all street sweepings. The contractor shall provide for the composting and/or recycling or reuse of 100% of the street sweeping materials by weight in accordance with Assembly Bill 939 to reduce and/or minimize solid waste generation from the street sweeping operation. Contractor is responsible for monitoring how the street sweepings will be diverted at selected facilities and for selecting alternative facilities if necessary to ensure full diversion credit. Failure to do so places the Contractor in default, and City has the option, but not obligation, to direct Contractor where to deliver the material.

2. Section 2.0 of the Agreement (Compensation) is amended to increase the maximum contract sum by Seventy-Eight Thousand Eight Hundred dollars ($78,800) to account for street sweeping debris disposal for the City. The maximum contract sum will increase from Six Hundred Fifty-Six Thousand One Hundred Eleven dollars (656,111.00) to Seven Hundred Thirty-Four Thousand Nine Hundred Eleven dollars ($734,911) per year as follows:

- WHEREAS, it is the desire of the City and the Contractor to amend the Agreement to change the company name from CleanStreet, a California Corporation to SCA of CA, LLC, a Delaware Limited Liability Company; and

MISCELLANEOUS PROVISIONS

1. Other Terms Unchanged. Subject to the foregoing amendments, the remainder of the terms in the Agreement will remain the same and are hereby ratified.

2. Authority to Execute. Each party represents and warrants that all necessary action has been taken by such party to authorize the undersigned to execute this First Amendment and to bind the parties to the performance of its obligations.

3. Counterparts, Facsimile or other Electronic Signatures. This First Amendment may be executed in several counterparts, each of which will be deemed an original, and all of which, when taken together, constitute one and the same instrument. The First Amendment will be considered executed when the signature of a party is delivered by facsimile or other electronic transmission. Such facsimile or other electronic signature will have the same effect as an original signature.

Severability. If any term, condition or covenant of this First Amendment is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this First Amendment will not be affected and the First Amendment will be read and construed without the invalid, void or unenforceable provision.

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

CITY:

Robert Pullen-Miles, Mayor

ATTEST:

Erica Harbison, City Clerk

APPROVED AS TO FORM:
Burke, Williams & Sorensen, LLP

Gregory M. Murphy, City Attorney

CONTRACTOR:
SCA of CA, LLC, a Delaware Limited Liability Company

By: _____
Gerry Kesselring, Chief Operating Officer

By: _____
Erin Quinn, Secretary

Address: 4141 Rockside Road, Suite 100
Cleveland, OH 44131

LA #4816-0428-6948 v1
08235-0001

Attachment C

CITY OF LAWNDALE

CONTRACT SERVICES AGREEMENT FOR

STREET SWEEPING SERVICES

This Contract Services Agreement ("Agreement") is made and entered into this 1st day of January, 2024, by and between the City of Lawndale, a municipal corporation ("City"), and CleanStreet ("Contractor"). The term Contractor includes professionals performing in a consulting capacity. The parties hereto agree as follows:

1.0 SERVICES OF CONTRACTOR

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

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

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

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

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

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

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

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

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

2.0 COMPENSATION

2.1 Contract Sum. For the services rendered pursuant to this Agreement, Contractor shall be compensated in accordance with the "Schedule of Compensation" attached hereto as *Exhibit "C"* and incorporated herein by this reference, but not exceeding the maximum contract amount of Six Hundred Fifty-Six Thousand One Hundred Eleven dollars ($656,111.00) ("Contract Sum"), except as provided in Section 1.6. The method of compensation may include: (i) a lump sum payment upon completion, (ii) payment in accordance with the percentage of completion of the services, (iii) payment for time and materials based upon the Contractor's rates as specified in the Schedule of Compensation, but not exceeding the Contract Sum or (iv) such other methods as may be specified in the Schedule of Compensation. Compensation may include reimbursement for actual and necessary expenditures approved by the Contract Officer in advance if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Contractor at all project meetings reasonably deemed necessary by the City.

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

2.2 Method of Payment. Unless some other method of payment is specified in the Schedule of Compensation, in any month in which Contractor wishes to receive payment, no later than the first (1st) working day of such month, Contractor shall submit to the City, in a form approved by the City's Director of Finance, an invoice for services rendered prior to the date of the invoice. Except as provided in Section 7.2, City shall pay Contractor for all expenses stated thereon which are approved by City pursuant to this Agreement generally within thirty (30) days, and no later than forty-five (45) days, from the submission of an invoice in an approved form. City will review each invoice submitted by Contractor to determine whether the work performed and expenses incurred are in compliance with this Agreement. If no charges or expenses are disputed, the invoice will be approved and paid. In the event any charges or expenses are disputed by City, the invoice will be returned by City to Contractor for correction and resubmission. City reserves the right to withhold future payment to Contractor if any aspect of the Contractor's work is found substantially inadequate.

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

3.0 PERFORMANCE SCHEDULE

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

3.2 Schedule of Performance. Contractor shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the "Schedule of Performance" attached hereto as *Exhibit "D"*, if any, and incorporated herein by this reference.

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

3.4 Term. Unless earlier terminated in accordance with Section 7.4 below, this Agreement shall continue in full force and effect until completion of the services no later than December 31, 2025. The City has the option to extend this Agreement for as many as three 1-year extensions as described in Exhibit "D".

4.0 COORDINATION OF WORK

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

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

4.2 Contract Officer. The City's City Manager is hereby designated as the representative of the City authorized to act in its behalf with respect to the work and services and to make all decisions in

connection therewith ("Contract Officer"). It shall be the Contractor's responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Contractor shall refer any decisions which must be made by City to the Contract Officer. The City may designate another Contract Officer by providing written notice to Contractor.

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

4.4 Independent Contractor. Neither the City nor any of its employees shall have any control over the manner or means by which Contractor or its employees, perform the services required herein, except as otherwise set forth herein. Contractor shall perform all services required herein as an independent contractor of City and shall remain under only such obligations as are consistent with that role. Contractor represents and warrants that the personnel used to provide services to the City pursuant to this Agreement are classified by Contractor as employees. Contractor shall not at any time or in any manner represent that it or any of its employees are employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Contractor in its business or otherwise or a joint venturer or a member of any joint enterprise with Contractor. In the event that Contractor or any employee of Contractor providing services under this Agreement claims or is determined by a federal or state agency, a court of competent jurisdiction, or the California Public Employees' Retirement System ("CalPERS") to be classified as other than an independent contractor for the City, then Contractor shall indemnify, defend, and hold harmless the City for the payment of any and all assessed fines, penalties, judgments, employee and/or employer contributions, and any other damages and costs assessed to the City as a consequence of, or in any way attributable to, the assertion that Contractor or any staff used to provide services under this Agreement are employees of the City.

5.0 INSURANCE AND INDEMNIFICATION

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

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

(b) Workers' Compensation Insurance. A policy of workers' compensation insurance on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than $1,000,000.00 per accident for all covered losses.

(c) Automotive Insurance. A policy of comprehensive automobile liability insurance written on a per occurrence basis in an amount not less than $5,000,000.00 per accident, combined single limit. Said policy shall include coverage for owned, non owned, leased and hired cars.

(d) Professional Liability or Error and Omissions Insurance. A policy of _____ insurance in an amount not less than $_____ per claim with respect to loss arising from the actions of Contractor performing professional services hereunder on behalf of the City. Any policy inception date, continuity date, or retroactive date must be before the effective date of this Agreement and Contractor agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this Agreement.

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

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

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

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

5.2 Indemnification.

(a) Indemnity for Design Professional Liability. When the law establishes a professional standard of care for Contractor's services, to the fullest extent permitted by law, and except for the statutory limits set forth under California Civil Code Section 2782.8 applicable to services provided by a "design professional", Contractor shall indemnify, defend and hold harmless City and the City's Parties from and against any and all losses, liabilities, damages, costs and expenses, including attorneys' fees and costs to the extent same are caused in whole or in part by any negligent or wrongful

act, error or omission of Contractor, its officers, employees of subcontractors (or any entity or individual for which Contractor shall bear legal liability) in the performance of professional services under this Agreement.

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

6.0 RECORDS AND REPORTS

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

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

6.3 Ownership of Documents. All drawings, specifications, reports, records, documents and other materials prepared by Contractor, its employees and subcontractors in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement and Contractor shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership of such documents and materials. Contractor may retain copies of such documents for its own use and Contractor shall have an unrestricted right to use the concepts embodied therein. All subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Contractor fails to secure such assignment, Contractor shall indemnify City for all damages resulting therefrom. Except as necessary for the performance of services under this Agreement, no documents prepared under this Agreement may be released by Contractor to any other person or entity without City's prior written approval.

6.4 Confidentiality of Information. All information gained or work product produced by Contractor in performance of this Agreement will be considered confidential, unless such information is in the public domain or already known to Contractor. Contractor may not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the City Manager, except as may be required by law. Contractor, its officers, employees, or agents, may not, without prior written authorization from the City Manager or unless requested by the City Attorney of City, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the services performed under this Agreement. Response to a subpoena or court order will not be considered "voluntary" provided Contractor gives City

notice of such court order or subpoena. If Contractor, or any officer, employee, or agent of Contractor, provides any information or work product in violation of this Agreement, then City will have the right to reimbursement and indemnity from Contractor for any damages, costs and fees, including attorney's fees, caused by or incurred as a result of Contractor's conduct. Contractor must promptly notify City should Contractor, its officers, employees, or agents be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the services performed under this Agreement. City retains the right, but has no obligation, to represent Contractor or be present at any deposition, hearing or similar proceeding. Contractor agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Contractor. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite such response. All media and press releases, including graphic display information, must be approved and distributed solely by City, unless otherwise agreed to in writing by City. All media interviews regarding the performance of services under this Agreement are prohibited unless expressly authorized by City.

7.0 ENFORCEMENT OF AGREEMENT

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

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

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

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

of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation and City shall be entitled to reimbursement for any compensation paid in excess of the services rendered.

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

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

8.0 CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

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

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

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

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

9.0 MISCELLANEOUS PROVISIONS

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

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

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

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

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

9.6 Counterparts. This Agreement may be executed in several counterparts, each of which will constitute one and the same instrument and will become binding upon the parties when at least one copy has been signed by both parties. This Agreement and any amendment will be considered executed when the signature page of a party is delivered by facsimile or other electronic transmission. Such electronic signatures will have the same effect as an original signature, provided that a wet signature copy is also mailed to the other party.

9.7 Modification of Agreement. No amendment to or modification of this Agreement will be valid unless made in writing and approved by Consultant and by the City Council or City Manager, as applicable. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver will be void.

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

CITY:
CITY OF LAWNDALE,
a municipal corporation

By: _____
Robert Pullen-Miles, Mayor

ATTEST:

_____
Erica Harbison, City Clerk

APPROVED AS TO FORM:
Burke Williams & Sorensen, LLP

_____
Gregory M. Murphy, City Attorney

CONTRACTOR:
CLEANSTREET, LLC
a California corporation

By: _____
Name: Michael Latanza
Title: President

By: _____
Name: Erin Quinn
Title: Secretary

Address: 4141 Rockside Road, Suite 100
Seven Hills, OH 44131

EXHIBIT "A"

SCOPE OF SERVICES

1. DEFINITIONS. Whenever the following terms are used in this Exhibit, they shall have the following meaning:

a) "Alleys" means all dedicated alleys in the City of Lawndale. The City has approximately six (6) alley centerline miles.

b) "Business District" means that territory described as commercial, industrial or manufacturing district in the zoning map of the City of Lawndale.

c) "Curb-Mile" means swept path not less than five (5) feet wide for cumulative total length of 5,280 feet.

e) "Debris" means all litter, rubbish, leaves, sand, dirt, garbage and other foreign material removable from a paved area with a street sweeper.

f) "Director of Public Works" means the official designated as the Director of Public Works of the City, or any of his/her authorized representatives.

g) "Median Islands" means the raised portion of the street between opposing lanes of traffic.

h) "Parking Lots" means all City-owned parking lots. The City has eleven (11) parking lots at City-owned facilities as described on "Exhibit E". Parking lots also include the median parking along Hawthorne Boulevard. The term also applies to the School District owned parking lots at Jane Addams Middle School, Roger Anderson and William Green Elementary School.

i) "Regular Sweeping" means of street alleys, parking lots, median and other areas at pre-arranged scheduled intervals.

j) "Residential District" means that portion of the City not included within the business district.

k) "Streets mean all dedicated public right-of-way within the existing or future corporate limits of the City of Lawndale.

2. REGULAR SCHEDULED STREET SWEEPING.

Contractor shall furnish all labor, material and equipment necessary and shall weekly sweep, according to the current posted schedule, all existing streets, alleys, median islands, intersections and parking lots located within the present corporate limits of the City, in accordance with Exhibit "D".

Sweeping shall normally consist of a single pass over an area. Additional passes shall be made as necessary in problem areas where silt, leaves, debris, water or other conditions warrant special attention. In the event that the results of a sweeping are considered unsatisfactory by the Contract Officer, the Contractor shall sweep or clean the unsatisfactory area again at no cost to the City, within two (2) calendar days, without interruption in the regular sweeping schedule.

The aforementioned weekly scheduled street sweeping (Exhibit "E") shall be adhered to by Contractor unless deviation is authorized by the Contract Officer. The schedule is based on a five (5) days per week sweeping schedule. When deviation is authorized due to inclement weather, Contractor shall sweep the area missed as soon as weather conditions will permit. The Contractor shall perform all extra work caused by such weather without additional charge; this work shall not be considered emergency work as discussed in Exhibit "B".

Services consist of weekly street sweeping for 56 curb miles of residential streets, twice weekly services for business district streets; five times weekly services along Hawthorne Blvd; once weekly services for the alleys; and bi-weekly services for the medians and City parking lots, for a total of 157.4 curb miles per week.

3. SWEEPING/CLEANING OF STREETS, ALLEYS AND PARKING LOTS.

In addition to the work required above, the Contract Officer may from time to time request additional sweeping service to be compensated for at the hourly rate specified in Exhibit "C". Such requests shall be preceded by twenty-four (24) hours' notice from the Contract Officer to Contractor.

4. STREET SWEEPING EQUIPMENT

In compliance with the South Coast Air Quality Management District (AQMD) Rule 1186.1 – Less Polluting Sweeper, Contractor shall provide alternative-fuel sweepers or otherwise less-polluting sweeper for sweeping operations undertaken for the City. The Contractor shall normally use a broom type street sweeper approved by the Contract Officer, to clean the equipment used, including stand by or back up equipment, which shall not be more than five (5) years old at any time during the life of this contract or any amendment. Street Sweepers shall have a minimum five (5) cubic yard capacity. All mobile units shall be clearly marked with the Contractor's name and vehicle number and Contractor's telephone number prominently displayed for purposes of identification.

5. TRAFFIC COUNTERS

The Contractor is cautioned that, at various times and locations, portable traffic counting equipment of a type which is activated by vehicles coming in contact with a hose placed in the roadway, are used in the City. Caution shall be used by the Contractor to avoid damaging said equipment. If the Contractor, while in the performance of his contract duties, damages or causes to be damaged any of the aforementioned traffic counting equipment or appurtenances, he shall bear the entire cost of the restoration, repair, inspection, testing or replacement of said damaged equipment.

6. STANDARD OF PERFORMANCE

The primary objective of street sweeping is to pick up all leaves, paper, dirt, rocks, cans or other debris to ensure free flow of water in the gutters and maintain streets, alleys and parking lots in the state of cleanliness. The Contract Officer will make the final determination as to whether the work has been satisfactorily completed and shall order the Contractor to re-sweep or re-do in a satisfactory manner any areas the Contract Officers seems such work necessary.

7. HOLIDAYS

The Contractor is not required to sweep streets on Sundays, nor on any City holidays including the following: New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Juneteenth Day, Fourth of July, Labor Day, Veterans' Day, Thanksgiving Day, Day after Thanksgiving Day, Christmas Day, or any additional holidays set forth in any collective bargaining agreement which may be entered between Contractor and its employees, a copy of which is to be provided to City. No modification of this holiday schedule shall be effective unless authorized in writing by the Contract Officer. Scheduled sweeping for each of the foregoing holidays shall be made up within seven (7) days after such holiday unless deviation is authorized by the Contract Officer.

8. MUNICIPAL SERVICES OFFICER-COORDINATION

The City may utilize a Municipal Services Officer to cite vehicles for parking during street sweeping hours. The Contractor shall coordinate his sweeping activities with the Municipal Services Officer. All cost for this coordination is included within the Contract Sum; no additional compensation is allowed.

9. SUPERVISION

The Contractor agrees that its performance of each of the provisions of this Agreement shall be to the standards set by the Contractor and the Contract Officer of the City to insure cleanliness, health and sanitation and that Contractor shall ensure the sweeping of streets and disposal of all sweepings in accordance with the provisions of this Agreement unless it is modified in writing by, or under the authority of, the Contract Officer. All work shall be done in a thorough and workmanlike manner in accordance with generally accepted good practices in the street sweeping industry.

10. DISPOSAL OF SWEEPINGS

The Contractor shall dispose of all street sweeping debris at a facility designated by the City.

11. COMPLAINTS

Complaints regarding Contractor's performance shall be transmitted to Contractor's office in writing, e-mail or via telephone and handled by Contractor's superintendent. A report shall be made promptly by Contractor and given back to the Contract Officer. Repeat complaints may be handled by joint visit to the site by a City Inspector and the Contractor's Superintendent. All complaints are to receive a follow-up response within a twenty-four (24) hour period after Contractor has been notified.

12. DIVERSION REPORTS

In addition to performance of services reports required by the Contract Officer, Contractor shall prepare and submit a report documenting tonnage of street sweeping debris collections delivered to each facility and copies of weight tickets for each load. Reports shall be submitted with the monthly invoice for services provided.

13. FEES AND GRATUTIES

Contractor shall not, nor shall it permit, any agent, employee or subcontractor employed by it to request, solicit, demand or accept, any compensation or gratuity for the sweeping of streets as herein defined, except such compensation as may be provided by this Agreement or as herein permitted.

14. CHANGE

The Contract Officer may at any time, by written order, direct that changes may be made in the work, specifications and route schedules relating to this Agreement. If any such changes cause an increase or decrease in the cost of, or the time required for performance of this Agreement, an equitable adjustment shall be made in Contractor's compensation or street sweeping schedule, or both; and this Agreement shall be modified in writing accordingly and approved by both parties hereto. Any claim by Contractor for any adjustment under this clause must be asserted within thirty (30) days from the date of receipt by Contractor of the notification of such changes, or such claim for adjustment shall be waived. Nothing in this paragraph shall excuse Contractor form proceeding with the performance of its obligations hereunder as so changed.

15. CONTRACTOR STAGING AREA

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

EXHIBIT "B"

SPECIAL REQUIREMENTS

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

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

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

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

- A new Section 5.1(e) is added to the Agreement to read as follows:

(e) Cyber Liability Insurance. The cyber liability insurance must include the following coverage:

- Liability arising from the theft, dissemination and/or use of confidential or personally identifiable information; including credit monitoring and regulatory fines arising from such theft, dissemination or use of the confidential information.

- Network security liability arising from the unauthorized use of, access to, or tampering with computer systems.
- Liability arising from the failure of technology products (software) required under the Agreement for Contractor to properly perform the services intended.
- Electronic media liability arising from personal injury, plagiarism or misappropriation of ideas, domain name infringement or improper deep-linking or framing, and infringement or violation of intellectual property rights.
- Liability arising from the failure to render professional services
- If coverage is maintained on a "claims-made" basis, Cont must maintain such coverage for an additional period of three years following termination of the Agreement.

1. SURETIES AND INSURANCE

Contractor shall provide the City with an annual Faithful Performance Bond and a Labor and Material Bond (Payment Bond) in a form an amount approved by the City within fifteen (15) days from the date of written notice of the award of this Agreement as described in the Request for Proposal for Sweeping/Cleaning of Streets, Alleys and Parking Lots. **At least thirty (30) days prior to the commencement of the second year of services to be provided under this Agreement, and each year thereafter that this Agreement shall be in effect, Contractor must provide the City with copies of the new annual Performance and Payment Bonds** in the same amounts as required above and otherwise meeting the conditions of this section.

The **Faithful Performance Bond** shall be in the sum of not less than $_____. The **Payment Bond** shall be in the sum of not less than $_____. In addition to the requirements above, the bonds must comply with the requirements set forth in the Agreement.

The payment bond shall contain the original notarized signature of an authorized officer of the surety and affixed thereto shall be a certified and current copy of his power of attorney. **The payment bond shall be unconditional.**

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

(a) A copy of the "Certificate of Authority" of the Insurer or Surety issued by the Insurance Commissioner, which authorizes the Insurer or Surety to transact surety insurance in the State of California; or

(b) A certificate from the Clerk of the County of Los Angeles that the "Certificate of Authority" of the Insurer or Surety has not been surrendered, revoked, canceled, annulled, or suspended or, in the event the "Certificate of Authority" of the Insurer or Surety has been suspended, that renewed authority has been granted.

Failure of Contractor to deliver these documents by the time of execution of this Agreement shall require the City to refrain from entering or continuing the Agreement, as applicable, as Contractor will be deemed to have failed to ensure the sufficiency of the Insurer or Surety to the satisfaction

of the City, as required by the provisions of the Bond and Undertaking Law, Code of Civil Procedure 995.660.

Upon receipt of any bonds, City shall contact the bond company to verify the bond's validity.

2. CONTRACTORS EMPLOYEES

A. Work Force, Background Checks

The parks and parking lots at Jane Addams, Rogers/Anderson, and William Green schools, which will be part of the work provided pursuant to this contract with the City, are owned by the Lawndale Elementary School District. Contractor hereby warrants that she/he and all employees or agents of Contractor who may provide services pursuant to this Agreement who may have contact with children have never been convicted of any offense specified in Public Resources Code Section 5164 or Penal Code Section 11105.3 which would preclude any such person from contact with children. In addition, Contractor agrees to provide City with Live Scan fingerprints and the related criminal background check for each employee or agent of Contractor who may provide services pursuant to this Agreement.

B. Uniforms and Clothing

The Contractor's employees shall wear uniform shirts that have the Contractor's company name and the employee's first name clearly displayed on the shirt while providing the services required under this Agreement. All shirts worn by Contractor's employees shall be of the same color, material and style and shall have a neat and clean appearance.

C. Emergency Services

Contractor shall provide the City with the names and telephone numbers of at least two (2) contacts who can be called by City representatives when emergency conditions occur. Such work shall be performed for additional compensation unless the emergency condition is created as a result of Contractor's negligence. Emergency work does not include work required as the result of the weather as described above. Emergency work will be compensated at the hourly rate established in Exhibit "C". The City shall call for such assistance only in the event of a genuine and substantial emergency. Upon notification by the City of emergency conditions, the Contractor shall arrive to the site and report status within one (1) hour and Contractor shall charge a maximum of one (1) hour personnel response time for any response to an emergency call requiring a representative of Contractor to travel to the City.

3. LEVEL OF MAINTENANCE

(A) All work shall be performed in accordance with the Schedule of Performance (Exhibit "D") so as to maintain the aesthetic appearance, safety, and usefulness of the streets, alleys, medians, and parking lots.

(B) The City shall make routine inspections of all streets, alleys, and parking lots included in this Agreement and shall advise Contractor of any deficiencies noted. The results of each inspection shall be recorded and retained for reference.

The Contractor shall compensate the City for all time required for any re-inspection and related supervision by the City's Public Works Inspector as a result of noted deficiencies at a rate including actual time, fringe benefits, and mileage costs incurred by the City.

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

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

2) Withholding of Payment: Provided work under the Deficiency Notice has not been completed by Contractor, payment for addressing the subject deficiency shall be withheld until the deficiency is corrected or remedied by the City. Such costs shall be determined by the City based on a percentage of the item cost per month for the area in question, using the cost for that task.

3) City's Right to Correct Deficiency: One (1) working day after issuing a Deficiency Notice to Contractor, City shall re-inspect the noted deficiency to verify whether the deficiency has been corrected to the satisfaction of the City. If the deficiency is not corrected the City may correct the deficiency and shall receive a bill credit for the costs incurred to do so.

4. Description of Deficiencies

- Performance deficiency. Examples include: failure to comply with conditions, specifications, reports, schedules and/or directives from the Contract Officer or City Engineer. Deduction may be based upon costs provided by the Contractor on the Bid Worksheets submitted at the time of bid or as deemed appropriate by the City's Representative.

- Failure to provide adequate equipment in compliance with City specifications and/or as requested by the City's Representative.

EXHIBIT "C"

SCHEDULE OF COMPENSATION

1. The City shall pay the Contractor $27,310.69 per month for the scope of work.

2. The City shall pay the Contractor an additional sum at the rate of $163.65 per hour per street sweeper for any special street sweeping service requested by the city and performed by the Contractor; provided, however, that said hourly rate shall only apply to actual street sweeping time and shall not apply to the Contractor's travel time to and from the designated work site. The minimum work order for additional work shall be one (1) hour in any one (1) day. After that initial hour, the time will be billed in increments of six minutes (0.1 hours).

3. Failure to Perform Required Work – Deductions. In the event the Contractor fails to complete the sweeping in a satisfactory manner, as required by this Agreement, because of equipment breakdown or reasons other than inclement weather, the City may deduct from the monthly compensation due to the Contractor the amount per curb mile which is unsatisfactorily performed at the rate specified in Section 2 of this Exhibit.

Failure to provide adequate equipment in compliance with City specifications and/or as requested by the City's Representative. May result in a deduction of up to $250 per instance per workday.

As set forth in Exhibit "B", when a deficiency is not corrected the City may correct the deficiency and shall receive a bill credit for the costs incurred to do so.

EXHIBIT "D"

SCHEDULE OF PERFORMANCE

The term of this Agreement is two years commencing January 1, 2024 through December 31, 2025. The City has the option to extend this Agreement for as many as three 1-year extensions.

The regular scheduled street sweeping shall be provided as follows:

a) Streets in the residential district shall be swept once (1) a week in accordance with the schedule provided by the Director of Public Works. Residential areas are swept from 8:00 a.m. to 1:00 p.m., Monday through Friday. [Approximately fifty-six (56) curb miles].

b) Hawthorne Boulevard shall be swept five (5) times a week between the hours of 2 a.m. to 6 a.m. [Approximately four (4) curb miles].

c) Streets in the business district (with the exception of Hawthorne Blvd.) shall be swept twice (2) each week in accordance with the schedule provided by the Director of Public Works. [Approximately eleven (11) curb miles].

d) Alleys shall be swept once (1) a week according to the schedule provided by Director of Public Works. [Approximately five (5) curb miles]

e) Median islands shall be swept once (1) every other week according to the schedule provided by the Director of Public Works. [Approximately six (6) curb miles].

f) Parking lots shall be swept once (1) every other week according to the schedule provided by the Director of Public Works.

g) Sweeping along signed routes shall be completed during hours and on the days posted. Sweeping shall not commence along a sign route until ten (10) minutes after the time posted for the sweeping period.

EXHIBIT "E"

CITY OWNED PARKING LOTS

City of Lawndale - Sweeping/Cleaning of Streets, Alleys and Parking Lots

City Owned Parking Lots

No.	Name	Description	Address	Area (Sq. Ft.)	No. of Parking Spaces
1	City Hall Parking Lot	Parking lot to the south of City Hall	14717 Burin Avenue	11,000	30
2	City Hall Parking Lot	Parking Lot to the east of City Hall	S/W Corner of 147th and Burin	17,700	40
3	Community Center Structure	Parking structure (8'-2" clearance) and adjacent driveways	14700 Burin Avenue	12,625	50
4	Annex Parking Lot	Parking lot north of Del Oro Ave. and west of Burin Ave.	N/W Corner of Del Oro Ave./Burin Ave.	3,000	7
5	Jane Addams Park Parking Lot	Parking lot north of Jane Addams Park	S/E Corner of Marine Ave./Firmona Ave.	14,000	37
6	William Green Park Parking Lot	Parking lots to the north of William Green Park	S/E Corner of 168th St./Firmona Ave.	16,000	37
7	William Green Park Parking Lot	Parking lot to the west of William Green Park	168th Street	8,000	20
8	Roger Anderson Park Parking Lot	Parking lot to the south of Rogers Anderson Park	4167 Manhattan Beach Blvd.	33,000	37
9	Public Works Yard Parking Lot	Parking lot at the Public Works Yard	4722 Manhattan Beach Blvd.	26,000	40
10	Community Center North Pkg Lot	Parking lot on Grevillea Avenue	14616 Grevillea Avenue	1,900	7
			Subtotal:	143,225	305
11	Burin House Parking Lot	Parking lot to the south of Community Center	14700 Burin Avenue	4,800	6
12	Hawthorne Blvd. Parking Lots	Parking lots along Hawthorne Boulevard in median islands	Hawthorne Bl. From Rosecrans Ave. to Redondo Beach Blvd.	248,000	238
			Total:	391,225	543

CITY OF LAWNDALE

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

DATE:	December 1, 2025
TO:	Honorable Mayor and City Council
FROM:	Dr. Sean M. Moore, City Manager
PREPARED BY:	Nabi Sidiqi, Assistant Engineer Lucho Rodriguez, Public Works Director
SUBJECT:	**Approve the Third Amendment to Contract Services Agreement for Public Works and City Hall Facility Needs Project**

BACKGROUND

In May 2024, the City Council awarded the Public Works and City Hall Facility Needs Project to Developers General Contracting, Inc. to perform the Public Works and City Hall facilities upgrades.

The project consists of painting the interior and exterior of the buildings, replacing flooring, remodeling kitchens and shower rooms, ceiling and lighting to new standards, including updating the restrooms for ADA compliance and replacing the office furniture at both facilities.

STAFF REVIEW

The agreement was executed on April 6, 2024, and is set to expire on December 15, 2025 however, the work to be completed needs additional time. The agreement allows for the option to extend upon request.

Staff recommends that City Council approve the Third Amendment to the Public Works and City Hall Facility Needs Project agreement to extend the agreement through June 30, 2026 to allow for the last phase of the City Hall remodel to be completed, project close-out documentation preparation, and the Cable TV room to be renovated after audio-visual equiptment is replaced. Furthermore, there are no changes to the contract amount.

LEGAL REVIEW

The City Attorney has reviewed the Staff Report and Third Amendment and approved as to form.

FISCAL IMPACT

The current FY 2024-25 budget will not be affected by this amendment.

RECOMMENDATION

Staff recommends that the City Council approve the Third Amendment to the agreement for the Public Works and City Hall Facility Needs Project. The extended term of the agreement will have a new expiration date of June 30, 2026, at no increase to the current project cost.

Attachments

ATTACHMENT A - CONTRACT SERVICES AGREEMENT.pdf

ATTACHMENT B - FIRST AMENDMENT.pdf

ATTACHMENT C - SECOND AMENDMENT.pdf

ATTACHMENT D - THIRD AMENDMENT.pdf

ATTACHMENT A

CITY OF LAWNDALE

CONTRACT SERVICES AGREEMENT FOR

PUBLIC WORKS & CITY HALL FACILITY NEEDS PROJECT

This Contract Services Agreement ("Agreement") is made and entered into this 6th day of April, 2023, by and between the City of Lawndale, a municipal corporation ("City"), and Developers General Contracting LLC ("Contractor"). The term Contractor includes professionals performing in a consulting capacity or contractors performing contract services. The parties hereto agree as follows:

1.0 SERVICES OF CONTRACTOR

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

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

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

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

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

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

extra work may be undertaken unless a written order is first given by the Contract Officer to the Contractor, incorporating therein any adjustment in (i) the Contract Sum, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Contractor. Any increase in compensation of up to five percent (5%) of the Contract Sum or $25,000, whichever is less, may be approved by the Contract Officer. Any greater increases, taken either separately or cumulatively, must be approved by the City Council. It is expressly understood by Contractor that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services or reasonably contemplated therein. Contractor hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Contractor anticipates and that Contractor shall not be entitled to additional compensation, therefore.

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

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

2.0 COMPENSATION

2.1 Contract Sum. For the services rendered pursuant to this Agreement, Contractor shall be compensated in accordance with the "Schedule of Compensation" attached hereto as *Exhibit "C"* and incorporated herein by this reference, but not exceeding the maximum contract amount of **Two Million Seven Hundred Twenty Thousand and Nine Cents ($2,720,000.09)** ("Contract Sum"), except as provided in Section 1.6. The method of compensation may include: (i) a lump sum payment upon completion, (ii) payment in accordance with the percentage of completion of the services, (iii) payment for time and materials based upon the Contractor's rates as specified in the Schedule of Compensation, but not exceeding the Contract Sum or (iv) such other methods as may be specified in the Schedule of Compensation. Compensation may include reimbursement for actual and necessary expenditures approved by the Contract Officer in advance if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Contractor at all project meetings reasonably deemed necessary by the City.

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

2.2 Method of Payment. Unless some other method of payment is specified in the Schedule of Compensation, in any month in which Contractor wishes to receive payment, no later than the

first (1st) working day of such month, Contractor shall submit to the City, in a form approved by the City's Director of Finance, an invoice for services rendered prior to the date of the invoice. Except as provided in Section 7.2, City shall pay Contractor for all expenses stated thereon which are approved by City pursuant to this Agreement generally within thirty (30) days, and no later than forty-five (45) days, from the submission of an invoice in an approved form.

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

3.0 PERFORMANCE SCHEDULE

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

3.2 Schedule of Performance. Contractor shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the "Schedule of Performance" attached hereto as *Exhibit "D"*, if any, and incorporated herein by this reference. When requested by the Contractor, extensions to the time period(s) specified in the Schedule of Performance may be approved in writing by the Contract Officer but not exceeding One Hundred Eighty (180) days cumulatively.

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

3.4 Term. Unless earlier terminated in accordance with Section 7.4 below, this Agreement shall continue in full force and effect until completion of the services no later than November 30, 2024.

4.0 COORDINATION OF WORK

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

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

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

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

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

5.0 INSURANCE AND INDEMNIFICATION

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

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

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

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

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

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

Contractor agrees that the provisions of this Section 5.1 shall not be construed as limiting in any way the extent to which Contractor may be held responsible for the payment of damages to any persons or property resulting from Contractor's activities or the activities of any person or persons for which Contractor is otherwise responsible.

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

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

5.2 Indemnification.

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

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

6.0 RECORDS AND REPORTS

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

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

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

7.0 ENFORCEMENT OF AGREEMENT

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

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

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

7.4 Termination Prior to Expiration of Term. Either party may terminate this Agreement at any time, with or without cause, upon thirty (30) days' written notice to the other party. Upon receipt of any notice of termination, Contractor shall immediately cease all work or services

hereunder except such as may be specifically approved by the Contract Officer. Contractor shall be entitled to compensation for the reasonable value of the work product actually produced prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation and City shall be entitled to reimbursement for any compensation paid in excess of the services rendered.

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

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

8.0 CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

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

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

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

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

9.0 MISCELLANEOUS PROVISIONS

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

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

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

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

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

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

CITY:
CITY OF LAWNDALE,
a municipal corporation

By: _____
Greg M. Murphy, City Attorney

ATTEST:

_____
Erica Harbison, City Clerk

APPROVED AS TO FORM:
Burke Williams & Sorensen, LLP

_____
Robert Pullen-Miles, Mayor

CONTRACTOR:
Developers General Contracting LLC
a [California corporation]

By: _____
Name: Abdul Khalil Mohtasebzada
Title: President

By: _____
Name: Abdul Khalil Mohtasebzada
Title: Secretary

Address: 2102 Business Center Dr.,
Irvine, CA 92612

ATTACHMENT B

FIRST AMENDMENT TO CONTRACT SERVICES AGREEMENT FOR PUBLIC WORKS & CITY HALL FACILITY NEEDS PROJECT

This FIRST AMENDMENT TO CONTRACT SERVICES AGREEMENT (the "FIRST Amendment") is made and entered into this 2nd day of December, 2024, by and between the CITY OF LAWNDALE, a municipal corporation (herein "City") and Developers General Contracting, Inc., a California corporation (herein "Contractor").

RECITALS

WHEREAS, City and Contractor entered into that certain Agreement entitled "Contract Services Agreement for Public Works & City Hall Facility Needs Project" (the "Agreement") on or about April 6, 2024; and

WHEREAS, it is the desire of the City and the Contractor amending the Agreement with the First Amendment to contract in order to correct the organization name on the agreement to *Developers General Contracting, Inc.* as set forth in the First Amendment, effective as of December 2nd, 2024.

AMENDMENT

NOW, THEREFORE, it is hereby agreed that the Agreement is amended as follows:

1. Change name of "Contractor" to Developers General Contracting, Inc.

2. SECTION 3.4. is amended to make the final date of the "Term" September 15, 2025.

MISCELLANEOUS PROVISIONS

1. Other Terms Unchanged. Subject to the foregoing amendments, the remainder of the terms in the Agreement will remain the same and are hereby ratified.

2. Authority to Execute. Each party represents and warrants that all necessary action has been taken by such party to authorize the undersigned to execute this First Amendment and to bind the parties to the performance of its obligations.

3. Counterparts, Facsimile or other Electronic Signatures. This First Amendment may be executed in several counterparts, each of which will be deemed an original, and all of which, when taken together, constitute one and the same instrument. The First Amendment will be considered executed when the signature of a party is delivered by facsimile or other electronic transmission. Such facsimile or other electronic signature will have the same effect as an original signature.

4. Severability. If any term, condition or covenant of this First Amendment is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this First Amendment will not be affected and the First Amendment will be read and construed without the invalid, void or unenforceable provision.

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

CITY:
CITY OF LAWNDALE,
A MUNICIPAL COPORATION

Robert Pullen-Miles, Mayor

ATTEST:

Erica Harbison, City Clerk

APPROVED AS TO FORM:
Burke, Williams & Sorensen, LLP

Gregory M. Murphy, City Attorney

CONTRACTOR:
Developers General Contracting, Inc.
A California Corporation

By: _____
Abdul Khalil Mohtasebzada
President

By: _____
Abdul Khalil Mohtasebzada
Secretary

Address: 10 Hughes Unit A203,
Irvine, CA 92618

ATTACHMENT C

SECOND AMENDMENT TO CONTRACT SERVICES AGREEMENT FOR PUBLIC WORKS & CITY HALL FACILITY NEEDS PROJECT

This SECOND AMENDMENT TO CONTRACT SERVICES AGREEMENT (the "SECOND Amendment") is made and entered into this 18th day of August, 2025, by and between the CITY OF LAWNDALE, a municipal corporation (herein "City") and Developers General Contracting, Inc., a California corporation (herein "Contractor").

RECITALS

WHEREAS, City and Contractor entered into that certain Agreement entitled "Contract Services Agreement for Public Works & City Hall Facility Needs Project" (the "Agreement") on or about April 6, 2024; and

WHEREAS, it is the desire of the City and the Contractor amending the Agreement with the Second Amendment to contract in order to correct the Term of the agreement to December 15, 2025 as set forth in the Second Amendment, effective as of August 18th, 2025.

AMENDMENT

NOW, THEREFORE, it is hereby agreed that the Agreement is amended as follows:

1. SECTION 3.4. is amended to make the final date of the "Term" December 15, 2025.

MISCELLANEOUS PROVISIONS

1. Other Terms Unchanged. Subject to the foregoing amendments, the remainder of the terms in the Agreement will remain the same and are hereby ratified.

2. Authority to Execute. Each party represents and warrants that all necessary action has been taken by such party to authorize the undersigned to execute this Second Amendment and to bind the parties to the performance of its obligations.

3. Counterparts, Facsimile or other Electronic Signatures. This Second Amendment may be executed in several counterparts, each of which will be deemed an original, and all of which, when taken together, constitute one and the same instrument. The Second Amendment will be considered executed when the signature of a party is delivered by facsimile or other electronic transmission. Such facsimile or other electronic signature will have the same effect as an original signature.

4. Severability. If any term, condition or covenant of this Second Amendment is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Second Amendment will not be affected and the Second Amendment will be read and construed without the invalid, void or unenforceable provision.

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

CITY:
CITY OF LAWNDALE,
A MUNICIPAL COPORATION

Robert Pullen-Miles, Mayor

ATTEST:

Erica Harbison, City Clerk

APPROVED AS TO FORM:
Burke, Williams & Sorensen, LLP

Gregory M. Murphy, City Attorney

CONTRACTOR:
Developers General Contracting, Inc.
A California Corporation

By: _____
Abdul Khalil Mohtasebzada
President

By: _____
Abdul Khalil Mohtasebzada
Secretary

Address: 10 Hughes Unit A203,
Irvine, CA 92618

ATTACHMENT D

THIRD AMENDMENT TO CONTRACT SERVICES AGREEMENT FOR PUBLIC WORKS & CITY HALL FACILITY NEEDS PROJECT

This THIRD AMENDMENT TO CONTRACT SERVICES AGREEMENT (the "THIRD Amendment") is made and entered into this 1st day of December, 2025, by and between the CITY OF LAWNDALE, a municipal corporation (herein "City") and Developers General Contracting, Inc., a California corporation (herein "Contractor").

RECITALS

WHEREAS, City and Contractor entered into that certain Agreement entitled "Contract Services Agreement for Public Works & City Hall Facility Needs Project" (the "Agreement") on or about April 6, 2024; and

WHEREAS, it is the desire of the City and the Contractor amending the Agreement with the Third Amendment to contract in order to correct the Term of the agreement to June 30th, 2026 as set forth in the Third Amendment, effective as of December 1st, 2025.

AMENDMENT

NOW, THEREFORE, it is hereby agreed that the Agreement is amended as follows:

1. SECTION 3.4. is amended to make the final date of the “Term” June 30th, 2026.

MISCELLANEOUS PROVISIONS

1. Other Terms Unchanged. Subject to the foregoing amendments, the remainder of the terms in the Agreement will remain the same and are hereby ratified.

2. Authority to Execute. Each party represents and warrants that all necessary action has been taken by such party to authorize the undersigned to execute this Third Amendment and to bind the parties to the performance of its obligations.

3. Counterparts, Facsimile or other Electronic Signatures. This Third Amendment may be executed in several counterparts, each of which will be deemed an original, and all of which, when taken together, constitute one and the same instrument. The Third Amendment will be considered executed when the signature of a party is delivered by facsimile or other electronic transmission. Such facsimile or other electronic signature will have the same effect as an original signature.

4. Severability. If any term, condition or covenant of this Third Amendment is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Third Amendment will not be affected and the Third Amendment will be read and construed without the invalid, void or unenforceable provision.

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

CITY:
CITY OF LAWNDALE,
A MUNICIPAL COPORATION

_____
Robert Pullen-Miles, Mayor

ATTEST:

_____
Erica Harbison, City Clerk

APPROVED AS TO FORM:
Burke, Williams & Sorensen, LLP

_____
Gregory M. Murphy, City Attorney

CONTRACTOR:
Developers General Contracting, Inc.
A California Corporation

By: _____
Abdul Khalil Mohtasebzada
President

By: _____
Abdul Khalil Mohtasebzada
Secretary

Address: 10 Hughes Unit A203,
Irvine, CA 92618

CITY OF LAWNDALE

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

DATE:	December 1, 2025
TO:	Honorable Mayor and City Council
FROM:	Dr. Sean M. Moore, City Manager
PREPARED BY:	Peter Kann, Community Development Director
SUBJECT:	**Direction for Request for Proposal - Community Development Department's Building and Safety Services**

BACKGROUND

On April 20, 1964, the County of Los Angeles and the City formally enter into an agreement for building plan check and inspection services for the enforcement of Building Code, Plumbing Code, and Electrical Code. A copy of the original contract is attached as Exhibit A (Agreement).

In November 2025, executive staff from the County's Department of Public Works informed the City that they intend to terminate the Agreement effective July 1, 2026 and they are providing us with advance notice prior to issuing the written notification to terminate the Agreement.

It is staff understanding that Building and Safety services for all existing contract cities are being terminated by the County with similar termination dates. Some contact cities have already completed their Request For Proposals (RFP) to replace the County for building and inspections services with private engineering firms. Cities with similar agreements for building and inspection services with the County are:

- Artesia, Cerritos, Industry, Irwindale, La Canada Flintridge, Lakewood, La Mirada, Lawndale, Lomita, Santa Fe Springs, and Westlake Village.

STAFF REVIEW

Staff is being proactive and drafted a RFP to procure Building and Inspection services from private engineering firms.

For comparison purposes, highlighted below are the services and personnel provided by the County.

- One Combination Building Inspector -
  - 5 hours a day of billable services
  - 6 building inspections per day (note, some inspections could take an hour)
  - Up to 2 hours a day to interface with customers and residents for general inquiries and inspection notes and prepare of daily inspections.
- One Senior Civil Engineering Assistant -
  - Currently working 10 to 20 hours per week to review City projects for structural and building code compliance
  - Currently, the Plan Check Engineer sets aside 4 hours once a week to interface with customers and residents regarding project inquries and general inquiries. Staff is recommending increasing their counter hours to 8 to better assist customers and residents.
  - To allow faster turnaround times, the City is requesting to hire at a Senior Civil Engeering Assistant or Associate Civil Engineer at 40 hours per week
- One Building Official - Assist in the day to day operations for approximately 2 hours of billable charges per week.

The City also utilizes on call engineers to review electrical, geotechnical, grading, mechanical, and plumbing plans on as needed basis.

The purpose and services provided by the County's building and safety personnel is to ensure all construction, addition, remodels comply with the applicable building, structural, electrical, plumbing, and mechanical codes to protect the safety and general welfare of the community.

Staff is requesting that the chosen consulant bill the City at a flat hourly rate, rather than taking a percentage of the City's accured fees from building permits and plan check fees.

Scope of services

LA County currently charges approxmately $35,000-40,000 a month to provide these services. In addition, the City spends an additional $10,000 - $11,000 a month for a permit technician through 4 Leaf Inc.

Below is a tentative timeline for the transition.

- RFP out by December 2025
- RFP's review by January 2026
- RFP applicants reviewed and recommended to Council by February 2026
- Selected contract firm hired to start by April 1, 2026. Community Development needs at least two months or so for the transition so it is seamless for our customers and residents
- We will keep ALL County Codes adopted by reference and fees.

LEGAL REVIEW

The City Attorney has reviewed and approved this report.

FISCAL IMPACT

Currently, Community Development staff request for direction will not have a fiscal impact. Once staff reviews all submitted RFPs, staff will provide the fiscal impact analysis at the Council Meeting when a contract firm is selected.

RECOMMENDATION

Staff recommends that the City Council:

1. Authorize staff to move forward with the RFP process; or
2. Provide further direction to staff.

Attachments

Exhibit A - LA County Contract.pdf

Exhibit B - Draft RFP.pdf

Exhibit A

7819

Reviewed legally

AGREEMENT - BUILDING INSPECTION SERVICES

THIS AGREEMENT, made and entered into this 20th day of April, 1964, between the COUNTY OF LOS ANGELES, a body corporate and politic and a political subdivision of the State of California, hereinafter sometimes referred to as "County", and the CITY OF LAWNDALE, hereinafter sometimes referred to as the "City";

W I T N E S S E T H:

WHEREAS, the City is desirous of procuring services from the County to enable performance within the City of functions performed by the Building and Safety Division of the Department of County Engineer in unincorporated territory; and

WHEREAS, the County through said Department is willing to perform such services on the terms and conditions hereinafter set forth; and

WHEREAS, both parties hereto are authorized to so contract by virtue of the provisions of Section 56-1/2 of the Charter of the County of Los Angeles and Sections 51301, et seq., of the Government Code;

NOW, THEREFORE, it is agreed as follows:

1. County agrees, through its Building and Safety Division of the Department of County Engineer, to perform within the City all functions performed by said Division in the unincorporated territory of the County which are applicable

APPROVED BY BOARD OF SUPERVISORS

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GORDON T. Nesvig
Clerk of the Board

to the City. County through its Building and Safety Division may do additional work related to inspection of structures, when requested to do so in writing by City.

2. County agrees to enforce within the City all the provisions of the Building Code, Plumbing Code and Electrical Code of said City and to make all inspections and to issue all permits and orders required in such enforcement. Such enforcement shall include all of the duties prescribed in such ordinances including the determination of those matters placed within the jurisdiction of the Board of Appeals by such ordinances and the furnishing of the evidence necessary in any prosecution under ordinances. In performing such work the officers of the County assigned thereto shall have the powers and duties of Building Inspectors of the City.

3. City agrees to furnish and prepare all maps and ordinances required and to furnish or reimburse the County for necessary quarters, public counter, utilities and janitor service. It is agreed that the County may use the quarters furnished by the City in the administration of the functions of the County Building and Safety Division without a charge being made by the City so long as such additional use does not increase the cost to the City.

4. County agrees to furnish required furniture, equipment and forms necessary for operation. Any equipment or furniture provided by County shall remain the property of the County. The extent and manner of equipping and furnishing are to be determined by the County.

5. County agrees to make reasonable efforts to collect the fees called for in said City ordinances and to account therefor to the City quarterly. County agrees to pay City, within 60 days following each calendar quarter, all of the excess of receipts over County expenditures for services rendered and City agrees to pay County within said 60 days, any deficit between County expenditures for services and total fees collected.

"Expenditures" for services for the purposes of this agreement shall be the entire cost to said County of performing each such function, including direct costs and a prorate of indirect costs. Costs shall include but not be limited to salaries of employees engaged therein, vacation, sick leave, retirement, traveling expenses and overhead. County shall annually determine the hourly rate for services applicable to the next ensuing fiscal year and shall notify City of such rate in writing no later than October 1st of each year.

6. It is further agreed that no employee now employed by the City shall be taken over by the County and that there are no municipal pension rights of any employee of the City to be assumed by the County.

7. This contract shall become effective on April 20th, 1964 and shall continue in full force and effect until June 30, 1964. Unless terminated as provided in (8) hereof, this agreement shall be automatically renewed from year to year for successive one (1) year periods thereafter.

8. This contract may be terminated at the end of any term thereof by City or County giving a written notification of such intention to terminate to the other party before the expiration of the initial period or any succeeding one year period.

This contract may in the sole discretion of the County be sooner terminated at any time that City fails to enact and maintain in full force and effect a Building Code, a Plumbing Code, and an Electrical Code identical in all material respects with the corresponding codes now in force in the County or should City fail to adopt and maintain an ordinance establishing standards for tradesmen plying their trades within said City equal to the standards prescribed by ordinance for tradesmen within the County or in event City refuses to accept as evidence of qualification the County's certificate thereof.

Further, in the sole and exclusive discretion of the County, this contract may be terminated by County if City does not enact amendments to said codes or ordinances corresponding to amendments to parallelling County codes and ordinances adopted by the Board of Supervisors, said City to so adopt within 60 days after being requested to do so by the County. The Building and Safety Division, acting in behalf of the County, may use discretion with respect to recommending parallelling amendments and may waive the requirement of such an enactment by City should such Division deem it appropriate under the circumstances.

Should either party hereto be in default hereunder, the nondefaulting party shall give written notice of such default and should such be not corrected within 30 days after the mailing of notice thereof this contract may be terminated by the nondefaulting party by giving written notice thereof.

IN WITNESS WHEREOF, the said County has by order of its Board of Supervisors caused these presents to be subscribed by the Chairman of said Board, and the seal of said Board to be affixed and attested by the Clerk thereof, and the said City has caused these presents to be subscribed by its Mayor and the seal of said City to be affixed and attested by the Clerk thereof this 20th day of April, 1964.

CITY OF LAWNDALE

By _____
Mayor

ATTEST:

_____
City Clerk

COUNTY OF LOS ANGELES

By _____
Chairman, Board of Supervisors

ATTEST:

Gordon T. Nesvig, Clerk of the Board of Supervisors

By _____
Deputy

APPROVED AS TO FORM:

HAROLD W. KENNEDY, County Counsel

By _____
Deputy

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Exhibit B

SUMMARY

Since 1964, the City of Lawndale has contracted with LA County Department of Public Works – Building and Safety Division – for development related services, such as engineering services, building inspections, and permit issuance. Under the direction of the Community Development Director, the chosen firm will assume responsibility for the operation of Building and Safety, to provide the range of expertise needed to perform the normal day-to-day operational functions.

The City of Lawndale desires to select a qualified firm to provide Building and Safety Services, including:

a. Building Division Administration
b. Building Plan Check
c. Building Inspection
d. Building Code Enforcement
e. Building Counter Operations
f.

The intent is to enter an initial (3)-year agreement for Contract Service which may be extended annually by the City, at its sole discretion, for two additional one-year renewals; totaling five (5) years. The work performed by the selected consultant will be provided on a task order basis. Each task order will be pre-authorized by the City's representative on an on-call, as-needed basis with a detailed task order scope and a specific task order budget and schedule for completion. City shall have the right at any time during the performance of the services, without invalidating, this Agreement, to order extra work beyond that specified in the Project Scope and Specifications or make or make changes by altering, adding, or deducting from said work.

The City of Lawndale was incorporated as a California general law city on December 28, 1959. Lawndale is located within 3 miles from the beach shores and is considered part of the South Bay section of Los Angeles County. The City's acreage is 1.97 square miles, and has grown modestly, beginning with a population of 21,740 in 1960 and with a current population of approximately 29,102 residents as of 2025.

The city is boarded by the City of Hawthorne to the north, the unincorporated area of El Camino Village to the east, the City of Torrance to the south, and the City of Redondo Beach to the west.

The City of Lawndale reserves the right to make changes in the Request for Proposal ("RFP") as necessary. Any and all changes to the RFP will be made by written addendum,

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which will be issued to all prospective proposers via the Office of the City Clerk. No oral changes will be permitted. Addenda issued during the RFP process will become a part of the original RFP. All proposals must be submitted by the date and time established for the opening protocols. The City of Lawndale reserves the right to take action considered to be in the best interest of the City of Lawndale.

No contract exists on the part of the City until the City Council has approved the contract award and an Agreement for Contract Services has been fully executed. The award, if made, will take place approximately within ninety (90) calendar days after the scheduled proposal opening date.

The City reserves the right to reject any and all proposals received or any parts therein, and to be the sole judge of the merits of each proposal received.

This RFP does not commit the City to award a contract or to pay any cost incurred in the preparation of any response to the RFP. All responses to this RFP become the property of the City. At such time a selection is made, all responses submitted become a matter of public record and shall be regarded as such, with the exception of those elements in responses which are trade secrets or proprietary, marked as such, and otherwise exempt from disclosure under the Public Records Act. Any changes to the RFP requirements will be made by written addendum and issued via the Office of the City Clerk.

Unless expressly stated otherwise, two physical copies of the submitted bids and one digital copy in PDF format on a USB drive are required. It is the Proposer's responsibility to ensure their proposal documents are properly and timely submitted to the Office of the City Clerk. Proposals that are missing pages, cannot be opened, etc. may be considered non-responsive. All questions or requests for interpretation regarding this RFP must be to Peter Kann, Community Development Director (pkann@lawndale.ca.gov) within the date and time specified. Proposer is solely responsible for "on time" submission of their physical bid. The city will not accept late bids and no exceptions will be made. Proposers will receive a bid confirmation with a time stamp from the Office of the City Clerk indicating that their bid was submitted successfully. The city will only receive those bids that were submitted successfully.

NOTE: Bids are sealed and cannot be viewed by the city until the closing date and time. If you need to withdraw your bid, you may do so any time before the bid deadline, by contacting the Office of the City Clerk to withdraw your bid.

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PROPOSAL CONTENT

1. PRESENTATION
   Proposals shall be type and submitted on 8 ½" x 11" size paper. A digital PDF copy of the proposal will also be required on a USB drive. Proposers should not include any unnecessarily elaborate promotional material. Lengthy narrative is discouraged, and proposals shall be brief, clear, and concise.

2. LETTER OF TRANSMITTAL
   A Letter of Transmittal shall be addressed to Peter Kann, Community Development Director, and shall, at a minimum, contain the following information:
   a. Identification of Proposer who will have contractual responsibility with the City. Identification shall include legal name of company, corporate address, telephone number and email address of the contact person identified during the period of proposal evaluation.
   b. Proposed working relationship between Proposer and sub-consultants, if applicable.
   c. A statement to the effect that the PROPOSAL shall remain valid for a period of not less than 90 days from the date of submittal.
   d. Statement to the effect that the Qualifications are valid for a minimum of 36 months (initial agreement term).
   e. Acknowledgement of all addenda, if any.
   f. Signature of the official authorized to bind Proposer to the terms of the proposal.
   g. Signed statement attesting that all information submitted with the proposal is true and correct.

3. TECHNICAL PROPOSAL

   Qualifications, Relevant Experience, and References:
   This section of the proposal shall establish the ability of the Proposer to satisfactorily perform the required work by reasons of: experience in performing work of a similar nature to the as detailed in the Project Scope & Specification section of the RFP; proven competence in the services to be provided; strength and stability of the firm; staffing capability; current work load to demonstrate availability to complete required services in accordance within the agreed upon term; track record of meeting schedules on similar projects and supportive client references.

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The Proposer shall:

a. Provide a brief profile of the firm, including the types of services offered; the year founded; form of the organization (corporation, partnership, or sole proprietorship); number, size and location of offices; and total number of employees. The city prefers the firm to maintain an office in Southern California that is open during regular business hours.
b. Provide a general description of the firm's financial condition and identify any conditions (e.g. bankruptcy, pending litigation, planned office closures, impending merger, etc.) that may impede the Proposer's ability to provide these services.
c. Describe the firm's experience in performing work of a similar nature to that solicited in this RFP and highlight the participation in such work by the key personnel proposed for assignment to the city. The firm must have been in business for a minimum of +10 years; must have at least +10 years' experience providing Building and Safety services for various public agencies.
d. The firm must possess the certifications and/or licenses required to provide professional project management service for various public facility projects. All personnel for staff augmentation are required to be licensed or certified to perform the tasks assigned and will be required to keep all licenses or certifications valid and up to date.
e. Describe specialized training, experience and professional competence in the area(s) directly related to this RFP.
f. Identify sub-consultants by company name, address, contact person, telephone number and project function, if applicable. The list should include a summary of the roles and responsibilities of each sub-consultant.
g. Provide a minimum of three (3) references for completed work similar to that in scope of work contained in this RFP for agencies similar to the City. Furnish the contact name, title, address and telephone number and email of the person at each client agency/organization who is most knowledgeable about the work performed.

Proposed Team:

This section of the proposal shall establish the method that will be used by the Proposer to provide requested services as well as identify key personnel assigned.

The Proposer shall:

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a. Provide the education, training, experience and applicable professional credentials of the proposed Project Manager which will be the liaison between the City and the Firm.
b. Furnish brief resumes (one page maximum per resume) for the proposed Project Manager and key personnel (including all potential sub-consultants).
c. Identify key personnel proposed to perform the specified tasks and include major areas of sub-consultant work.
d. Include a statement that key personnel will be available to the extent proposed for the duration of the required services and acknowledging that no person designated as "key" shall be removed or replaced without the prior written concurrence of the City.
e. Include an organizational chart with clearly defined roles, lines of communication, and support services.

Detailed Work Plan:
The Proposer shall provide a narrative addressing the Project Scope and Specifications and demonstrating the Proposer's understanding of the City's needs and requirements.

The Proposer shall:
a. Demonstrate an understanding of the nature of services requested and shall describe the basic understanding, approach and philosophy for providing services identified in the RFP.
b. Describe the proposed approach and work plan for completing the services specified in the Project Scope and Specifications. The description of the proposed approach shall discuss the services in sufficient detail to demonstrate the Proposer's ability to accomplish the City's objectives.
c. Describe approach to managing resources, including a description of the role(s) of any sub-consultants, if applicable, their specific responsibilities, and how their work will be supervised. Identify methods that Proposer will use to ensure quality, budget, and schedule control.

Schedule of Rates:
Proposers shall provide a rate sheet with a list (position titles only) of personnel and the applicable hourly rates. Rates shall be subject to negotiation. Final negotiated hourly rates are not subject to change for the term of the agreement from date of execution. Any proposed, equipment, resources, travel, or reimbursable expenses shall also be included. If applicable, Proposer shall include

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a rate sheet for any sub-consultants that complies with the provisions of this section (maximum of 5% mark-up for sub-consultants).

Appendices:
Information considered by Proposer to be pertinent to this RFP and which has not been specifically solicited in any of the aforementioned sections may be placed in a separate appendix section. Proposers are cautioned, however, that this does not constitute an invitation to submit large amounts of extraneous materials. Appendices shall be relevant and brief.

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PROPOSAL SUBMITTAL

Proposals must be submitted physically to the Office of the City Clerk no later than 01/08/2025 at 5:00 PM.

The Proposal must include the following sections, numbered in accordance with the table below. Every Proposal must include the Proposer's name and the City's Request for Proposal No. 23-021.

Required Proposal Sections and Documents		
1	**Company Certification and Personnel Verification** Certification, on company letterhead that the person submitting the proposal is authorized to contract on behalf of the prospective consultant. Examples of authorized persons include owner, partner, or corporate officer. Include name, title, address, and contact information. If proposer is a corporation, certification should include statement that corporation is in good standing with the California Secretary of State. Include general company information and resumes of personnel to be assigned to the engagement.	Required
2	**Subconsultant List (if applicable)** Include the subconsultant's qualifications and the nature and extent of work to be performed by each subconsultant.	Required if Applicable
3	**Cost Proposal** Include all pricing information relative to the engagement as a Cost File separate from the Proposal.	Required
4	**Client Reference List** Governmental entities preferred. Include client contact information and a brief description of the service provided to each client. Minimum of 3 references for work performed within the last 3 years.	Required
5	**Modification, Changes or Exceptions to the City Agreement for Contract Services** Exceptions to the specifications of any proposed items, contract terms and conditions shall be fully described and stated in writing	Required if Applicable
6	**Affidavit of Non-Collusion and Non-Discrimination**	Required
7	**Federal Lobbyist Requirements**	Required
8	**Debarment and Suspension Certificate**	Required
9	**Certificate of Compliance with Labor Code Section 3700**	Required if applicable

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QUESTIONS AND ADDENDUMS

All project scope questions must be submitted to Peter Kann by the due date listed on the cover page of this Invitation. The City will coordinate responses within 5 days prior to the bid deadline for all interested proposers to review.

If discrepancies or omissions are found for this document, the City reserves the right to make such changes as deemed appropriate. Any such changes will be by written addendum, which will be posted on the City's website no later than five (5) days prior to the proposal deadline. The City reserves the right to extend the proposal deadline.

Only City's Community Development Director may be contacted regarding this solicitation. No other City officers, agents, employees or representatives have authority to respond on behalf of the City. Contact with unauthorized City personnel or elected officials during the selection process or may result in disqualification.

Peter Kann
Community Development Director
(310) 973-3231
pkann@lawndale.ca.gov

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PROPOSER QUALIFICATIONS

Proposers who do not meet the minimum qualifications will be disqualified.

Awarded consultant and subconsultant (if applicable) must pay the City's business license fee and submit required insurance documents prior to the execution of the contract.

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PROCUREMENT LOCATION AND SCHEDULE

Job location:
City Hall and remotely

1. *Permit Technician and Building Inspector are required to be at City Hall during the regular work schedule.*
2. *Building Plan Check Engineers(s) are required to be in the office for counter hours twice a week, from 7:30 A.M. to 11:30 A.M., Tuesdays and Thursdays.*

Job Work Schedule:
Monday – Thursday, 7 A.M. to 6 P.M. Closed on City-recognized holidays.

Anticipated Procurement Schedule		
1	Award of Contract	2/2/2026
2	Contract Execution & Notice to Proceed	2/17/2026
3	Begin Engagement	2/20/2026
4	Complete Engagement (excluding extensions)	6/30/2029

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OTHER REQUIREMENTS

The City's form contract is required (see Agreement for Contract Services). Specific requirements are outlined in the form contract.

Prevailing Wage Required: **No**
Performance Bond Required: **Not Applicable**

The majority of the work as required herein must be performed by the awarded consultant. The work may not be subcontracted to another consultant unless the subconsultant has been included in the Proposal, or a substitution has been approved in writing by the City's Contracting Officer in advance of work performed.

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COST PROPOSALS

Consultants must provide everything necessary at their own expense including, but not limited to labor, materials, and equipment required to perform and complete the required work.

The lump sum proposal price must include all necessary labor, materials, and fees to complete the work required by Project Scope and Specifications. Permits, licenses and fees shall be obtained at the awarded Consultant's sole expense. Federal taxes must not be included, as the City is exempt from paying federal taxes. However, the City does pay Sales Tax on the purchase of items, which must be included as a separate line within the total proposal price.

The following costs will not be allowed: additional charges such as fuel surcharges and mileage rates, fines, entertainment, advertising, and any costs considered inappropriate for reimbursement from taxpayer money.

Include hourly rates by job title only for additional work which may be authorized by the City's Contract Officer.

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PROPOSAL OPENING, DOCUMENT REVIEW, AND AWARD OF CONTRACT

All proposals will be opened publicly in the Office of the City Clerk on the date and time noted on the Notice of Request for Proposals. Proposals will be considered confidential until a contract recommendation is made to City Council.

Proposal documents that are submitted on time and meet the minimum requirements outlined above will be reviewed by City staff, which will make a recommendation to the City Council to either reject all proposals or award a contract. Evaluation criteria will include qualifications, experience, price and past performance; and will be based on guidelines in the City's Municipal Code (CMC § 2611(c)).

The City may hold interviews with respondents prior to a final section of the project consultant. Such interviews may be conducted in person or by electronic means. The City reserves the right to make such additional investigation as it deems necessary to establish the competence and financial stability of any firm submitting a proposal.

No contract exists until the City Council has made the award, and the contract has been fully executed.

The City of Lawndale reserves the right to reject the proposals, request additional information or take any other action considered to be in the best interest of the City of Lawndale.

Specific Evaluation Criteria For Award of Contract Will Be As Follows:

An Evaluation Committee comprised of Public Works Operations and Engineering management, senior level staff, and others will evaluate all proposals based on criteria per CMC 2611(c). Proposers should take note that multiple factors as identified in this RFP will be considered by the Evaluation Committee to determine which proposal best meets the requirements in this RFP. Price alone will not be the sole determining criteria.

No.	Evaluation Criteria	Points
1	Clarity, completeness, and presentation of proposal.	20
2	Consultant's demonstrated understanding of the Scope of Services.	30
3	Qualifications and experience of the firm.	30
4	The resources, capacity and key personnel required to perform the required services.	20
	Total:	**100**

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PROJECT SCOPE AND SPECIFICATIONS
RFP 23-021
BUILDING AND SAFETY CONSULTANT SERVICES

Since 1964, Building and Safety services and Engineering Services for the City of Lawndale has been provided by the Los Angeles County Department of Public Works ("LA County"). The City desires to select a qualified firm to provide building and safety services, including Building Division Administration, Building Plan Check, Building Inspection, Building Code Enforcement, and Building Counter Operations.

For your reference, the City's Building & Safety webpage is located here: Building and Safety (lawndale.ca.gov)

The following provides a summary of the positions LA County and Other Consultants have in City Hall:

4 Leaf Inc., currently uses (1) one permit technician to process and issue building, electrical, grading, mechanical, miscellaneous, pool, plumbing, and sewer permits. Their responsibilities include:

- Review and verifiers work product and/or reports for accuracy prior to submittal.
- Maintains organized ands accurate project records (ex: permits, record drawings, designs, etc.)
- Coordinate and responds to requests for information within established timelines.
- Identifies and clarifies technical information (e.g., building permit requirements, zoning regulations, etc.) to customers and directs/refers them to the appropriate agencies, as needed.
- Reviews plans and provides accurate and complete code-compliance information relevant to the customer's request.
- Reviews and checks forms (e.g., permit applications, bonds, easements, affidavits, etc.) for accuracy, completeness (including required documentation and authorized signatures) and compliance with relevant codes and regulations before submittal.
- Issues complete and accurate permits according to appropriate codes and departmental policies.
- Calculates and collects the appropriate fees according to appropriate codes and departmental policies.
- Greets callers and office visitors promptly and courteously according to departmental policies customer service standards.
- Responds promptly to all email inquiries.

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- Reviews and process online permits.

LA County currently uses one (1) part-time all-trades building inspector to provide inspections through out the construction process until projects are completed and can be signed-off. Their minimum required certifications are a valid certification in building inspection and a valid certificate in all the following: electrical, grading, mechanical, and plumbing inspection from a recognized certification organization in a code used by the Couty of Los Angeles. Their responsibilities include:

- Retrieves and verifies appropriate permits and other related documentation for scheduled inspections.
- Reviews construction plans, codes, ordinances, and other reference materials for the more complex projects prior to inspections to accurately identify issues and ensure compliance with applicable codes and ordinances.
- Schedule site visits within established timelines.
- Performs inspections of the larger, more complex structures and buildings (e.g., shopping malls, large restaurants, apartment complexes, etc.) within established timelines to ensure compliance with County's Building Laws and other related federal, state, and local code requirements and zoning ordinances.
- Identifies deficiencies in construction site work and initiates the process to ensure compliance with code and ordinance requirements.
- Identifies and addresses potential safety hazards in accordance with applicable safety requirements and directives.
- Enters, updates, and organizes inspection results and relevant information into the record-keeping systems within established timelines.
- Conducts complex field inspections and studies to verify general conformity with engineering designs as represented on approved plans and/or industry practices.
- Prepares accurate and thorough field inspection and survey reports to verify general conformity with professional engineering techniques and methods in accordance with departmental and industry standards.
- Collects appropriate data to support complex design in compliance with regulatory agency requirements and/or with division practices.
- Resolves and documents technical discrepancies/issues in accordance with applicable codes and engineering practices.

LA County currently uses one (1) part-time Plan Check Engineer for plan review and plan approval for construction, including architectural and structural plans. Their responsibilities include:

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- Reviews engineering documents by accurately and thoroughly identifying discrepancies/issues that are not in compliance with applicable codes, standards and sound engineering principles.
- Communicates review comments and feedback to relevant parties within established timelines.
- Reviews, approves and signs engineering plans, specifications, and cost estimates within established timelines.
- Conducts complex field inspections and studies to verify general conformity with engineering designs as represented on approved plans and/or industry practices.
- Develops recommendations and implements solutions that reflect an understanding of field operations/conditions and sound engineering practices.
- Resolves and documents technical discrepancies/issues in accordance with applicable codes and engineering practices.
- Reviews and verifies work products and/or reports for accuracy prior to submission.
- Prepares and signs/stamps plans, specifications, and cost estimates within established timelines.
- Coordinates and responds to requests for information within established timelines.
- Provides higher level engineering advice to field personnel and internal customers that reflect an understanding of sound engineering principles.
- Identifies and coordinates the review of plans by appropriate personnel and/or agencies to ensure job approach complies with professional engineering techniques and methods.
- Accurately identifies discrepancies/issues in design and/or construction phases to ensure compliance with applicable codes, standards, regulatory agencies, and sound engineering principles and communicates to all relevant parties.
- Accurately applies sound engineering principles to the job.

LA County currently uses one (1) as-needed, off-site, Building Official/Office Manager. The minimum required certifications are a California licensed professional engineer. The responsibilities include:

- Assists in identifying and preparing plans that reflect schedule, staffing, funding sources, appropriate materials needed, technical requirements and all relevant stakeholders.
- Verifies that product quality meets established standards (e.g., Quality Assurance/Quality Control) according to divisional, departmental, and regulatory guidelines.
- Coordinates and responds to requests for information within established timelines.
- Participates in coordinating and building consensus between customers, divisions, and internal/external agencies.

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- Accurately identifies and evaluates new legislation/regulations in order to determine the effect upon departmental operations and recommends a sound course of action.
- Informs technical staff of changes to pertinent laws, rules, and regulations within established timelines to ensure a clear understanding.
- Accurately interprets and explains rules, regulations and policies (e.g., engineering guidelines), and any changes, to staff within established timelines.
- Coordinates the training of staff in the use of applicable systems.
- Provides accurate technical guidance and relevant feedback within established timelines.
- Delivers training in a clear, technically accurate, concise, and professional manner that reflects current and sound engineering practices.
- Thoroughly prepares and makes presentations which are well organized and audience appropriate.
- Responds to inquiries accurately and thoroughly and when necessary, follows up on information or provides appropriate referrals within established timelines
- Assigns work to be completed within stated timelines to appropriate personnel and communicates work expectations.
- Implements new policies and procedures to improve productivity and quality of work.
- Selects employees for particular work assignments and assists in making recommendations for employees or release of personnel in accordance with varying workloads.
- Identifies and researches appropriate training needs and available resources to secure technical training on an-ongoing basis.
- Ensures all appropriate safety guidelines are followed and that staff members attend all required safety training.
- Ensures that staff work meets standards and/or expectations and is in compliance with established policies.

Through LA County, the City also has access to the LA County Department of Public Works' Electrical Engineers, Mechanical/Plumbing Engineers, Geotechnical Engineers, Soils Engineers, Methane Gas Mitigation Engineers, Drainage and Grading Engineers, on an as-needed basis. These experts do not have offices in City Hall.

The following Scope of Work represents the services and responsibilities the successful proposer will be expected to provide and perform. Please indicate the skills, ability and/or services which distinguish the firm to make it the best choice for the City. Additional services or tasks which, in your opinion, should be included must be clearly identified.

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Conversely, requested services or tasks which, in your opinion, should not be included, or are specifically excluded from the proposal, must also be clearly identified.

The Final Scope of Work, as may be modified through negotiations and/or by written addendum issued by the City, will be made part of the Agreement with the successful proposer.

1. BUILDING DIVISION ADMINISTRATION
    a. Consultant shall provide an ICC certified Building Official. The Building Official shall be responsible for the daily administration of the Building Division activities, and shall perform the following services, including but not limited to:
        i. Function as the Building Official as set forth in the California Building Code, in other City adopted building codes and ordinances, and as specified in Federal and State law.
        ii. Issue Certificates of Use and Occupancy for building and structures.
        iii. Manage, coordinate, and over the building permit and plan check, building inspection, building counter and building code enforcement services so that they function as one building and safety organization.
        iv. Maintain, amend and develop ordinances and regulations necessary to implement and enforce the latest editions of the California Building Code, including any and all related Codes, or other uniform safety codes, laws, or regulations as adopted or amended by the City deemed necessary by the City to protect the health, safety, and welfare of its citizens.
        v. Make determinations on the approval and use of alternative materials and methods of construction.
        vi. Process and prepare Planning Commission and City Council reports and recommendations, and assist in the presentation of appeals regarding building and safety matters. Attend City Council, Planning Commission and other meetings as directed.
        vii. Prepare building and safety code violation cases for submittal to the City Attorney's office when prosecution action is necessary to obtain compliance with the above codes and regulations.
        viii. Make final interpretations concerning the application of building and safety codes.
        ix. Monitor the collection of building plan check, inspection, and permit fees and other building activity level indicators, submit monthly activity reports to the City based on this information, and notify the

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City of any staffing changes necessary to maintain the performance standards.

x. Perform all other administrative building and safety related duties, including developing and implementing office policies and procedures and assuring that files and plans are secured, organized and kept up to date.

xi. Meet with developers, homeowners, business owners, architects, engineers and the general public at the City or in the field, as the need dictates, to resolve grievances and/or respond to questions and ensure timely project processing in compliance with Federal, State and City laws and ordinances.

xii. Ensure all building related activity is entered into the City's permit tracking system in an accurate, complete and timely manner.

b. Consultant shall provide to the City the technical assistance necessary to prepare the periodic updates the uniform building and safety, and fire codes, including any local amendments, in accordance with the schedules established by the State of California, including:

i. Prepare the City's code ordinance updates, staff reports and attend City Council meetings.

ii. Coordinate with the Los Angeles County Fire Department and prepare the City code ordinance update regarding periodic updates to the Uniform Fire Code, including any local amendments, and ensure that the City's building and safety codes and the changes the Uniform Fire Codes are cross- referenced.

c. Within the first thirty days of the Agreement, the Consultant shall assemble and review all existing City policies, ordinances and conditions pertaining to Building Division operations and document any areas of insufficient, incomplete or missing information. Based on this review, the Consultant shall develop a timetable for the preparation or revision of policies, ordinances and conditions and present a report to the Community Development Director for consideration.

2. BUILDING DIVISION ADMINISTRATION

a. Provide an ICC Certified Plans Examiner to be available at the Building Division Counter from 7:00 a.m. to 6:00 p.m., Monday through Thursday, except City designated holidays, to:

i. Manage, coordinate and oversee the building permit and plan check, building inspection, building counter and building code enforcement processes in the absence of the Building Official.

ii. Perform over-the-counter plan checks.

DRAFT

iii. Answer technical questions from the public, including inquiries regarding building and safety codes and regulations.
iv. Perform building plan checks.
v. Assist in more difficult inspections, in addition to other duties as assigned
vi. Have the ability to serve as Acting or Deputy Building Official in the absence of the Building Official/Community Development Director.

b. Perform architectural, structural, plumbing, mechanical and electrical plan check review for buildings and structures for compliance with applicable Federal and State laws, building and safety codes, City ordinances, and acceptable engineering practices. Plans not checked by Consultant at the City's offices may be plan checked at the Consultant's local office.
c. Confirm building use, occupancy, and type of construction, and review construction of buildings and structures to determine satisfaction of safety requirements.
d. Check for compliance with all applicable codes adopted by the City, including, but not limited to: Uniform Housing Code, California Building, Mechanical, Plumbing, and Electrical Codes, Uniform Swimming Pool Code, Uniform Solar Energy Code, and Sign, Tent, and Relocated Building Codes and any applicable adopted local amendment, State of California codes or regulations.
e. Review and approve building/structural revisions to plans required during construction.
f. Calculate building permit and plan check fees, and review permit issuance.
g. Coordinate building permit requirements and interface with City Departments and other agencies, including but not limited to the Public Works Department, Planning Division, the Los Angeles County Fire Department and the Environmental Health Department of the County of Los Angeles. This also includes Building Division review, comment and provision of "conditions of approval" for site plans and building plans as part of discretionary planning applications.
h. Provide expedited plan check when requested by the City.

3. BUILDING INSPECTION SERVICES
    a. Provide building inspection services by fully trained/certified inspectors for all construction regulated by all applicable Federal, State and City building and safety codes/ordinances, and National Pollution Discharge and Elimination System Permit (NPDES) requirements.

DRAFT

b. Inspect buildings and structures, for which building permits have been issued, for compliance with the approved plans and applicable codes and ordinances.
c. Inspect for compliance with conditions of approval set forth by the City's Community Development Department, Planning Commission, and/or City Council.
d. Coordinate with various City and County agencies and departments, including but not limited to the Los Angeles County Fire Department, Environmental Health Department of the County of Los Angeles and other governmental agencies providing services, and/or having jurisdiction over any aspect of a development project in order to obtain compliance with the above building and safety codes and regulations.
e. Enforce conditions of approval associated with discretionary permits regarding building and safety regulations, as adopted by the City.
f. During inspections, issue stop/correct work notices, or notices of violation when violations of the above referenced codes and regulations occur.
g. Provide all vehicles, fuel, maintenance and other equipment necessary for field personnel to carry out building permit inspections and duties.
h. Provide special inspections by qualified inspectors and conduct investigations as directed by the City, including field and office research and the preparation of letters and/or documents.
i. Input daily inspection information into the City’s computer permit tracking system.

4. BUILDING CODE ENFORCEMENT
    a. Provide inspection, investigation, and enforcement for violations to all the above- referenced building and safety codes and regulations, as well as other adopted City ordinances which relate to building and safety issues, such as various sections of the City’s Noise and Nuisance Abatement Ordinances.
    b. During inspections, prepare, document and issue stop/correct work notices, or notices of violation when violations of the above referenced codes and regulations occur.
    c. Prepare inspection logs, notice of violations and other documents of building and safety code violation cases for submittal to the City Attorney's office when prosecution action is necessary to obtain compliance with the above codes and regulations.

DRAFT

5. BUILDING COUNTER OPERATIONS
    a. Receive, process and issue building permits and coordinate the plan check and inspection process, including the tracking, routing and storage of building plans and the filing of building permit applications. Input information into city's computer tracking system.
    b. Monitor and track the status of building permit applications and plan checks for expiration and develop a process to notify applicants prior to the expiration of their building permits.
    c. Keep daily logs of building permit and inspection activities. Submit monthly, quarterly and annual reports of Consultant's activities to the City. The reports shall include, but not be limited to, the fees collected, the staffing levels provided, the staff hours expended, the number of permits issued, the number of inspections (by type) made, and other financial, operational, and statistical information pertinent to the Building Plan Check and Inspection services process.
    d. Provide public information regarding building permit applications, plan check and inspection services and related matters.
    e. Identify and collect all required fees for building permit applications and other Building Division services. Facilitate the collection of fees from other department and/or agencies that are due and payable prior to or concurrent with the issuance of a building permit.
    f. Establish, maintain and update all forms in compliance City requirements, regulations, adopted standards, State or other laws and ordinances necessary for the operation of the Building Division, including "hand-out" sheets which explain building permit application processing procedures identified as being provided by the City.
    g. All approval stamps, applications, forms and other documents used in providing Building and Safety Services to the City shall be identified with the City Seal and other identification indicating that the approval stamps, applications, and documents are from the City of Carson. All of the stamps, applications, forms, and other documents or supplies shall be the property of the City. (Costs for the provision of these processing tools and supplies shall be the responsibility of the City.)

6. PERFORMANCE STANDARDS & MONITORING
    a. The Consultant shall be responsible for providing monitoring information to the City that shows achievement of the performance standards and that personnel are providing helpful and courteous service to customers. The monitoring may include, but is not limited to, customer feedback through written questionnaires and interviews and observations at the building

DRAFT

counter and during building permit inspections, and monthly statistical reports.

b. City has established Performance Standards that are to be applied to the processing of plan checks, building permits, and general service to the public that interacts with the Community Development Department. These Performance Standards are described in subsections below. The Consultant recognizes the targets established in the Performance Standards, and will adhere to these measures in the performance of its services for the City. The City reserves the right to add, amend or eliminate Performance Standards at any time during the term of this Agreement. The City may use the Performance Standards to gauge the effectiveness of the Consultant's service to the City. At the City's request, the Consultant shall be responsible for providing monitoring information which shows that personnel providing services to the City are achieving the Performance Standards.

c. Consultant shall provide services which meet the following maximum expected turn-around-times for plan check and inspection services. In practice, Consultant shall provide these services with the fastest turn-around-time feasible.

   Additionally, the following Performance Standards shall be used as a guide to determine staff levels.

   I. Plan Check - The initial check for building plans for new large scale high density multi-family and mixed-use projects shall be completed within twenty (20) working days or less from the date of plan submittal.

      The initial check of building plans for new commercial, industrial and residential buildings shall be completed within ten (10) working days or less from the date of plan submittal.

      The initial check of building plans for commercial, industrial and residential remodels, renovations and additions shall be completed within five (5) working days or less from plan submittal.

      All rechecks of building plans shall be completed within five (5) working days or less from resubmittal.

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Plan Check review for routine and simple structures and items shall be completed over-the-building counter. Routine and simple structures and items include, but are limited to; reroofs; patio covers; and fences/walls.

II. Inspection – All building inspections requested by 4:00 p.m. on a working day shall be conducted on the next working day with an a.m./p.m. commitment and a two (2) hour window.

As special circumstances may dictate, after hour or weekend inspections will be conducted.

At times, building inspectors shall conduct themselves in a courteous and professional manner and utilize the phone to help coordinate and narrow inspection times with applicants.

III. Counter – Provide service and support for the building counter a minimum of ten (10) hours per working day. The building counter shall be open to the public and sufficiently staffed from the hours of 7:00 A.M. to 6:00 P.M., Monday through Thursday, excluding City holidays. Counter hours may be subject to a reasonable change by the City, including but not limited to, the hours of 7:00 a.m. to 6:00 p.m., with the potential for staggered work hours to cover the additional time.

Keep written information regarding building permit application, plan check, and inspection process updates.

Answer the building counter phone when not with a customer at the counter and return telephone calls within two hours. Respond to all email inquiries within one working day.

On an as needed basis, assist the City in providing or updating any Building Division information on the City's website.

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A. STAFFING LEVELS AND COST OF SERVICES

a. STAFFING LEVELS

Identify the number of persons for each position that would be assigned to the City to provide the requested services. Indicate by name and title those persons that will be providing Administration, Plan Check, Inspections and Counter services. Clearly indicate if each person will be assigned at the City full-time, part-time, as-needed, off- site and whether persons assigned will be providing multiple services (i.e.: Administration and Plan Checks). Multiple staffing level options may be proposed that are based on upon a certain level of permit activity.

b. COST PROPOSAL

Provide a detailed cost proposal to accomplish and provide the services requested. Identify hourly rates, fee formulas and/or other methods of determining the cost to provide the services requested. Identify any variations or formulas in the cost proposal that are based on certain levels of permit activity.

It is anticipated that a portion of fees due Consultant would be retained each month and reviewed annually to ensure there is adequate funding at the end of the Agreement to complete any work in progress for outstanding plan check and inspection work previously paid to Consultant.

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SAMPLE CONTRACT

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CITY OF LAWNDALE

CONTRACT SERVICES AGREEMENT FOR

[REPLACE THIS LINE WITH DESCRIPTION OF SERVICES]

This Contract Services Agreement ("Agreement") is made and entered into this ____ day of _____, 20__, by and between the City of Lawndale, a municipal corporation ("City"), and _____ ("Consultant"). The term Consultant includes professionals performing in a consulting capacity. The parties hereto agree as follows:

1.0 SERVICES OF CONSULTANT

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

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

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

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

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

1.6 Additional Services. City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer to the Consultant, incorporating therein any adjustment in (i) the Contract Sum, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Consultant. Any increase in compensation must be approved by the City Council. It is expressly understood by Consultant that the provisions of

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

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

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

2.0 COMPENSATION

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

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

2.2 Method of Payment. Unless some other method of payment is specified in the Schedule of Compensation, in any month in which Consultant wishes to receive payment, no later than the first (1st) working day of such month, Consultant shall submit to the City, in a form approved by the City's Director of Finance, an invoice for services rendered prior to the date of the invoice. Except as provided in Section 7.2, City shall pay Consultant for all expenses stated thereon which are approved by City pursuant to this Agreement generally within thirty (30) days, and no later than forty-five (45) days, from the submission of an invoice in an approved form. City will review each invoice submitted by Consultant to determine whether the work performed and expenses incurred are in compliance with this Agreement. If no charges or expenses are disputed, the invoice will be approved and paid. In the event any charges or expenses are disputed by City, the invoice will be returned by City to Consultant for correction and resubmission. City reserves the right to withhold future payment to Consultant if any aspect of the Consultant's work is found substantially inadequate.

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

3.0 PERFORMANCE SCHEDULE

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

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

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

3.4 Term. Unless earlier terminated in accordance with Section 7.4 below, this Agreement shall begin on _____and continue in full force and effect until completion of the services no later than _____.

4.0 COORDINATION OF WORK

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

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

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

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

4.4 Independent Contractor. Neither the City nor any of its employees shall have any control over the manner or means by which Consultant or employees, perform the services required herein, except as otherwise set forth herein. Consultant shall perform all services required herein as an independent contractor of City and shall remain under only such obligations as are consistent with that role. Consultant represents and warrants that the personnel used to provide services to the City pursuant to this Agreement are classified by Consultant as employees. Consultant shall not at any time or in any manner represent that it or any of its employees are employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Consultant in its business or otherwise or a joint venturer or a member of any joint enterprise with Consultant. In the event that Consultant or any employee of Consultant providing services under this Agreement claims or is determined by a federal or state agency, a court of competent jurisdiction, or the California Public Employees' Retirement System ("CalPERS") to be classified as other than an independent contractor for the City, then Consultant shall indemnify, defend, and hold harmless the City for the payment of any and all assessed fines, penalties, judgments, employee and/or employer contributions, and any other damages and costs assessed to the City as a consequence of, or in any way attributable to, the assertion that Consultant or any staff Consultant used to provide services under this Agreement are employees of the City.

5.0 INSURANCE AND INDEMNIFICATION

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

(a) Commercial General Liability Insurance. A policy of commercial general liability insurance using Insurance Services Office "Commercial General Liability" policy form CG 00 01, with an edition date prior to 2004, or the exact equivalent. Coverage for an additional insured shall not be limited to its vicarious liability. Defense costs must be paid in addition to limits. Limits shall be no less than $1,000,00.00 per occurrence for all covered losses and no less than $2,000,000.00 general aggregate.

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

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

(d) Professional Liability or Error and Omissions Insurance. A policy of _____ insurance in an amount not less than $1,000,000.00 per claim with respect to loss arising from the actions of Consultant performing professional services hereunder on behalf of the City. Any policy inception date, continuity date, or retroactive date must be before the effective date of this Agreement and Consultant agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this Agreement.

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

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

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

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

5.2 Indemnification.

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

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

6.0 RECORDS AND REPORTS

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

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

6.3 Ownership of Documents. All drawings, specifications, reports, records, documents and other materials prepared by Consultant, its employees, and subcontractors in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement and Consultant shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership of such documents and materials. Consultant may retain copies of such documents for its own use and Consultant shall have an unrestricted right to use the concepts embodied therein. All subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Consultant fails to secure such assignment, Consultant shall indemnify City for all damages resulting

therefrom. Except as necessary for the performance of services under this Agreement, no documents prepared under this Agreement may be released by Contractor to any other person or entity without City's prior written approval.

6.4 Confidentiality of Information. All information gained or work product produced by Contractor in performance of this Agreement will be considered confidential, unless such information is in the public domain or already known to Contractor. Contractor may not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the City Manager, except as may be required by law. Contractor, its officers, employees, or agents, may not, without prior written authorization from the City Manager or unless requested by the City Attorney of City, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the services performed under this Agreement. Response to a subpoena or court order will not be considered "voluntary" provided Contractor gives City notice of such court order or subpoena. If Contractor, or any officer, employee, or agent of Contractor, provides any information or work product in violation of this Agreement, then City will have the right to reimbursement and indemnity from Contractor for any damages, costs and fees, including attorney's fees, caused by or incurred as a result of Contractor's conduct. Contractor must promptly notify City should Contractor, its officers, employees, or agents be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the services performed under this Agreement. City retains the right, but has no obligation, to represent Contractor or be present at any deposition, hearing or similar proceeding. Contractor agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Contractor. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite such response. All media and press releases, including graphic display information, must be approved and distributed solely by City, unless otherwise agreed to in writing by City. All media interviews regarding the performance of services under this Agreement are prohibited unless expressly authorized by City.

7.0 ENFORCEMENT OF AGREEMENT

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

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

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

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

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

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

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

8.0 CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

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

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

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

DRAFT

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

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

9.0 MISCELLANEOUS PROVISIONS

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

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

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

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

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

violate any provision of any other Agreement to which said party is bound. This Agreement is binding upon the heirs, executors, administrators, successors and assigns of the parties.

9.6 Counterparts. This Agreement may be executed in several counterparts, each of which will constitute one and the same instrument and will become binding upon the parties when at least one copy has been signed by both parties. This Agreement and any amendment will be considered executed when the signature page of a party is delivered by facsimile or other electronic transmission. Such electronic signatures will have the same effect as an original signature, provided that a wet signature copy is also mailed to the other party.

9.7 Modification of Agreement. No amendment to or modification of this Agreement will be valid unless made in writing and approved by Consultant and by the City Council or City Manager, as applicable. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver will be void.

[SIGNATURES ON FOLLOWING PAGE]

DRAFT

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

CITY:
CITY OF LAWNDALE,
a municipal corporation

By: _____
Robert Pullen -Miles, Mayor

ATTEST:

_____
Erica Harbison, City Clerk

APPROVED AS TO FORM:
Burke Williams & Sorensen, LLP

_____
Gregory M. Murphy, City Attorney

CONSULTANT:
[insert company name here]
a [California corporation]

By: _____
Name: [insert name here]
Title: [insert title]

By: _____
Name: [insert name here]
Title: [insert title]

Address: [insert address]
[insert address]
[insert address]
[insert address]

DRAFT

EXHIBIT "A"

SCOPE OF SERVICES

[INSERT TEXT HERE]

DRAFT

EXHIBIT "B"

SPECIAL REQUIREMENTS

[INSERT TEXT HERE]

DRAFT

EXHIBIT "C"

SCHEDULE OF COMPENSATION

[INSERT TEXT HERE]

DRAFT

EXHIBIT "C-1"

BILLING RATES

[INSERT TEXT HERE]

DRAFT

EXHIBIT "D"

SCHEDULE OF PERFORMANCE

[INSERT TEXT HERE]

DRAFT

CITY OF LAWNDALE

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

DATE: December 1, 2025

TO: Honorable Mayor and City Council

FROM: Dr. Sean M. Moore, City Manager

PREPARED BY: Lucho Rodriguez, Public Works Director
Nick Petrevski, Associate Engineer

SUBJECT: **Appropriate Additional Funding for FY 23/24 Street Rehabilitation and FY 24/25 Sidewalk Replacement Project**

BACKGROUND

On June 16, 2025, City Council awarded a construction contract to Sequel Contractors, Inc. for the FY 2023-24 Street Rehabilitation and FY 2024-25 Sidewalk Replacement Project. At the same time, a separate contract was awarded for construction inspection services with SA Associates, Inc.

The total allocated funds for this Capital Improvement Project was $2,201,000 from FY 2023-24 and FY 2024-25 annual budgets using various funding sources. The project cost breakdown was as follows:

Total Allocated Funding	$ 2,201,000.00
Construction Bid Amount	$1,799,139.48
Construction Contingency	$269,870.92
Construction Inspection Services	$110,000.00
Total Project Cost:	$2,179,010.40
Remaining Balance of allocated funds:	$21,989.60

STAFF REVIEW

The project construction started on July 14, 2025, and was completed within the 80 working days the contract allowed, October 25, 2025.

During construction, staff identified the opportunity to complete additional work related to street improvements, such as repairing a sinkhole on 166th Street between Condon Avenue and Inglewood Avenue that had been identified as a future project, which allowed for the addition of 165th Street and 166th Street to the paving project. Repairing the sink hole as part of this project resulted in savings of at least $100,000.

Additionally, due to the low bid costs, paving of Condon Avenue between 154th Street and 153rd Street was added to this project, as well as significant concrete quantities at various locations as listed below:

429 linear feet of curb and gutter
6,052 square feet of sidewalk
3,557 square feet of driveway approach
1,598 square feet of cross gutter/concrete spandrel
8 curb ramps

In addition, staff designed the project in-house rather than contracting with an external design consultant, saving the City between $100,000 to $200,000.

Other project savings resulted from the contract with SA Associates, Inc. for construction inspection services as a result of completing the construction ahead of schedule. The original contract was for $110,000. The final cost for these services amounted to $79,256, resulting in $30,744 in savings.

The funding required to cover the cost of the additional quantities, including materials, labor, and equipment amounts to approximately $17,000, which is less than one percent of the total project cost. These extra funds are already included in the total project budget. At this time staff is requesting appropriation of the remaining project funds to cover the shortfall.

LEGAL REVIEW

The City Attorney has reviewed this report.

FISCAL IMPACT

There is $21,989.60 left in the project's General Funds account 100-310-700.300, sufficient to cover the requested appropriation of $17,000.

RECOMMENDATION

Staff recommends that the City Council

1. Authorize the appropriation of funds in the amount of $17,000.00 to the FY 2023-24 Street Rehabilitation and FY 2024-25 Sidewalk Replacement Project; and
2. Approve the Contract Amendment with Sequel Contractors, Inc. to increase it by $17,000.

Attachments

A. Contract Amendment for Sequel Contractors.pdf

B. Original Contract for Sequel Contractors.pdf

Attachment A

FIRST AMENDMENT TO
CONTRACT AGREEMENT FOR BN-2503-03 FY 23/24 STREET REHABILITATION AND BN-2503-04 FY 24/25 SIDEWALK REPLACEMENT PROJECT

This FIRST AMENDMENT TO CONTRACT AGREEMENT (the "First Amendment") is made and entered into this 1st day of December, 2025, by and between the CITY OF LAWNDALE, a municipal corporation (herein "City") and Sequel Contractors, Inc., a California corporation (herein "Contractor").

RECITALS

WHEREAS, City and Contractor entered into that certain Agreement entitled "Agreement for BN-2503-03 FY 23/24 Street rehabilitation and BN-2503-04 FY 24/25 Sidewalk Replacement Project" (the "Agreement") on or about June 16, 2025, and

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

AMENDMENT

NOW, THEREFORE, it is hereby agreed that the Agreement is amended as follows:

1. ARTICLE III of the Agreement (Contract Sum) is amended to increase the contract sum by Seventeen Thousand and 0/100 Dollars ($17,000.00). The total contract sum will increase from One Million Seven Hundred Ninety Nine Thousand, One Hundred Thirty Nine and 48/100 Dollars ($1,799,139.48) to One Million Eight Hundred Sixteen Thousand, One Hundred Thirty Nine and 48/100 Dollars ($1,816,139.48).

MISCELLANEOUS PROVISIONS

1. Other Terms Unchanged. Subject to the foregoing amendments, the remainder of the terms in the Agreement will remain the same and are hereby ratified.

2. Authority to Execute. Each party represents and warrants that all necessary action has been taken by such party to authorize the undersigned to execute this First Amendment and to bind the parties to the performance of its obligations.

3. Counterparts, Facsimile or other Electronic Signatures. This First Amendment may be executed in several counterparts, each of which will be deemed an original, and all of which, when taken together, constitute one and the same instrument. The First Amendment will be considered executed when the signature of a party is delivered by facsimile or other electronic transmission. Such facsimile or other electronic signature will have the same effect as an original signature.

Severability. If any term, condition or covenant of this First Amendment is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this

First Amendment will not be affected and the First Amendment will be read and construed without the invalid, void or unenforceable provision.

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

CITY:

_____
Robert Pullen-Miles, Mayor

ATTEST:

_____
Erica Harbison, City Clerk

APPROVED AS TO FORM:
Burke, Williams & Sorensen, LLP

_____
Gregory M. Murphy, City Attorney

CONTRACTOR:
Sequel Contractors, Inc.
A California Corporation

By: _____
Thomas S. Pack, President

By: _____
Michael A. Mahler, Secretary

Address: 13546 Imperial Hwy.
Santa Fe Springs, CA 90670

Attachment B

AGREEMENT

THIS AGREEMENT, made and entered into by and between the **CITY OF LAWNDALE, CALIFORNIA,** hereinafter referred to as the **"City,"** and **Sequel Contractors, Inc.** hereinafter referred to as the **"Contractor,"**

WITNESSETH: That the parties hereto do mutually agree as follows:

ARTICLE I: For and in consideration of the payments and agreements hereinafter mentioned to be made and performed by said City, said Contractor agrees with said City to construct the work under the City's specification entitled **"BN-2503-03 FY 23/24 Rehabilitation and BN-2503-04 FY 24/25 Sidewalk Replacement Project"** and to perform and complete in a good and workmanlike manner all the work pertaining thereto shown on the drawings and described in the specifications herein, to furnish at his own proper cost and expense all tools, equipment, labor, and materials necessary therefor, except such material and equipment as in said specifications as expressly stipulated to be furnished by said City, and to do everything required by this Agreement and the said specifications and plans.

ARTICLE II: For furnishing all said materials and labor, furnishing and removing all plant, temporary works or structures, tools and equipment and doing all the work contemplated and embraced in this Agreement, also for all loss and damage arising out of the nature of the work aforesaid, or from the action of the elements, or from any unforeseen difficulties which may arise from or be encountered in the prosecution of the work until its acceptance by said City, and for all risks of every description connected with the work; also for all expenses incurred by or in consequence of the suspension or discontinuance of work, except such as in the said specifications are expressly stipulated to be borne by said City, and for well and faithfully completing the work the whole thereof, in the manner shown and described in said drawings and specifications and in accordance with the requirements of the Engineer, said City will pay and said Contractor shall receive in full compensation therefor the prices named in the Bidding Schedule of the Bid hereto attached.

ARTICLE III: City agrees to pay and Contractor agrees to accept in full payment for this Work or Improvement the stipulated sum of **One Million Seven Hundred Ninety Nine Thousand, One Hundred Thirty Nine and 48/100 Dollars ($1,799,139.48).**

City agrees to make monthly payments and final payment in accordance with the method set forth in the Specifications.

ARTICLE IV: All work to be done under this contract shall be completed within **EIGHTY (80) consecutive working days**, exclusive of maintenance periods, beginning on the date stipulated in the written Notice to Proceed issued by the Engineer. Any changes in time and/or price are to be submitted to the City Engineer, in writing, within 2 days of the occurrence giving rise to the request and shall request a formal decision from the City within 10 days and shall include data supporting the request.

ARTICLE V: Time is of the essence with respect to the performance by Contractor of its duties. Failure of the Contractor to complete the work within the time allowed will result in damages being sustained by the City. Such damages are, and will continue to be, impracticable and extremely difficult to determine. For each consecutive calendar day, or portion thereof, in excess of the time specified for completion of the work (as adjusted), the Contractor shall pay to the City, or the City may deduct from any payments due or to become due to Contractor, the sum of $1,000.00 per day.

Execution of this Agreement shall constitute agreement by the City and the Contractor that the specified liquidated damages per day is the minimum value of the costs and actual damage caused by the failure of the Contractor to complete the work within the allotted time, that such is liquidated damages and shall not be construed as a penalty, and that such sum may be deducted from payments due the Contractor if such delay occurs.

ARTICLE VI: The City hereby promises and agrees with said Contractor to employ, and does hereby employ, said Contractor to provide the materials and to do the work according to the terms and conditions herein contained and referred to for the price aforesaid, and hereby contracts to pay for the same, at the time, in the manner, and upon the conditions set forth in said specifications; and the said parties for themselves, their heirs, executors, administrators, successors, and assigns, do hereby agree to the full performance of the covenants herein contained.

ARTICLE VII: The Notice Inviting Sealed Bids, the Instructions to Bidders, the Bid, the Specifications, and the Drawings mentioned therein, all addenda issued prior to the opening of the bid by the City, all contract change orders issued after execution of the Contract Agreement, the Special Provisions, Non-Collusion Declaration, Faithful Performance Bond, Payment Bond, all of which are essential parts of this contract, are hereby incorporated in and made part of this Agreement.

ARTICLE VIII: Contractor acknowledges and agrees to comply with the provisions of the State Labor Code requiring every employer to pay at least the minimum prevailing rate of per diem wages for each craft, classification, or type of workman needed to execute this contract. State general prevailing wage determination as established by the California Department of Industrial Relations (available at http://www.dir.ca.gov/DLSR/PWD/index.htm). The statutory provisions for penalties for failure to pay prevailing wages and/or failure to otherwise comply with state's wage and hour laws will be enforced.

The applicable prevailing rate of per diem wages are on file at the City of Lawndale Department of Public Works, 4722 Manhattan Beach Blvd., Lawndale, California 90260, and are available to any interested party on request. The Contractor is required to post at the job site the prevailing wage rate of per diem wages and other notices prescribed by regulation.

ARTICLE IX: The Contractor shall supply the City with certificates of insurance for the types and amounts of insurance required for this project as described in the Instructions to Bidders for this project. Said certificates must comply with all requirements for sufficient insurance as described in the Instructions to Bidders.

ARTICLE X: The Contractor hereby agrees that the Contactor and any subcontractor under him submit weekly to the DIR directly and provide copy to City, certified copies of the payroll records for all said workers and shall comply with all statutory requirements relating to certified copies of payroll records, including the maintenance of the records, their certification, and their availability for inspection as required by Labor Code Section 1776 and as required under Subsection 7-2.6 of said Standard Specifications for Public Works Construction. In addition, the Contractor and any 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 follows:

These new 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 applicable prevailing rate of per diem wages are on file at the City of Lawndale Department of Public Works, 4722 Manhattan Beach Boulevard, Lawndale, California 90266, and are available to any interested party on request. The Contractor is required to post at the job site the prevailing rate of per diem wages as determined by the Director of the Department of Industrial Relations and other notices prescribed by regulation.

ARTICLE XI: Pursuant to Labor Code Section 1725.5, Contractor and any subcontractor must be registered with the California Department of Industrial Relations prior to performing any work under this Agreement. Further, this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

ARTICLE XII: Contractor shall indemnify, defend with legal counsel approved by City, and hold harmless City, its officers, officials, employees and volunteers from and against all liability, loss, damage, expense, cost (including without limitation reasonable legal counsel fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with Contractor's negligence, recklessness or willful misconduct in the performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement, except such loss or damage which is caused by the sole or active negligence or willful misconduct of the City. Should conflict of interest principles preclude a single legal counsel from representing both City and Contractor, or should City otherwise find Contractor's legal counsel unacceptable, then Contractor shall reimburse the City its costs of defense, including without limitation reasonable legal counsels fees, expert fees and all other costs and fees of litigation. The Contractor shall promptly pay any final judgment rendered against the City (and its officers, officials, employees and volunteers) with respect to claims determined by a trier of fact to have been the result of the Contractor's negligent, reckless or wrongful performance. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this Agreement.

Contractor obligations under this section apply regardless of whether or not such claim, charge, damage, demand, action, proceeding, loss, stop notice, cost, expense, judgment, civil fine or penalty, or liability was caused in part or contributed to by an Indemnitee. However, without affecting the rights of City under any provision of this Agreement, Contractor shall not be required to indemnify and hold harmless City for liability attributable to the active negligence of City,

provided such active negligence is determined by agreement between the parties or by the findings of a court of competent jurisdiction. In instances where City is shown to have been actively negligent and where City's active negligence accounts for only a percentage of the liability involved, the obligation of Contractor will be for that entire portion or percentage of liability not attributable to the active negligence of City.

ARTICLE XIII: Contractor's services are being provided to the City as that of an independent contractor. Contractor represents and warrants that the personnel used to provide services to the City pursuant to this Agreement are classified by the Contractor as employees. In the event that Contractor or any employee, agent, or subcontractor of Contractor providing services under this Agreement claims or is determined by a federal or state agency, a court of competent jurisdiction, or the California Public Employees' Retirement System ("CalPERS") to be classified as other than an independent contractor to the City, then Contractor shall indemnify, defend, and hold harmless the City for the payment of any and all assessed fines, penalties, judgements, employee and/or employer contributions, and any other damages and costs assessed to the City as a consequence of, or in any way attributable to, the assertion that Contractor or any persons Contractor used to provide services under this Agreement are employees of the City.

ARTICLE XIV: The City, in accordance with Public Contract Code Section 22300, shall permit the substitution of securities for any moneys withheld by the City to secure performance under a contract. The City hereby incorporates herein all of the provisions set forth in Public Contract Code Section 22300.

ARTICLE XV: In the performance of this agreement, the Contractor shall not engage in, nor permit others he may hire to engage in, discrimination in the employment of persons because of their race, religious creed, color, or national origin, except as provided in Government Code Section 12940. Violation of this provision may result in the imposition of penalties as provided in Labor Code Section 1735.

ARTICLE XVI: It is to be made known that the improvement contemplated in the performance of this contract may require by the State of California shall exercise general supervision; the State of California, therefore, shall have the right to assume full and direct control over this contract whenever the State of California, at its sole discretion, shall determine that its responsibility to the United States so requires.

ARTICLE XVII: The Contractor shall maintain accounts and records, including personnel, property, and financial records, adequate to identify and account for all costs pertaining to the contract and such other records as may be deemed necessary by the City to assure proper accounting for all project funds, both federal and non-federal shares. These records will be made available for audit purposes to the City or any authorized representative and will be retained for 3 years after the expiration of this contract, unless permission to destroy them is granted by the City.

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

Similarly, Contractor warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement.

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

ARTICLE XX: Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Los Angeles, State of California, or any other appropriate court in such county, and Contractor agrees to submit to the personal jurisdiction of such court in the event of such action.

CITY: CITY OF LAWNDALE, CALIFORNIA

Dated _____, 20__

By: _____
MAYOR

ATTEST:

_____
CITY CLERK

Approved as to form:

_____
CITY ATTORNEY

Dated July 21, 2025

CONTRACTOR: Sequel Contractors Inc

By: _____
Thomas S. Pack

_____
PRESIDENT

By: _____
Michael A. Mahler

_____
SECRETARY

CITY OF LAWNDALE

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

DATE: December 1, 2025

TO: Honorable Mayor and City Council

FROM: Dr. Sean M. Moore, City Manager

PREPARED BY: Vanesa Alvarez, Administrative Assistant

SUBJECT: **Report of Attendance at Meetings**

No supporting documentation was forwarded to the City Clerk Department for this item.

CITY OF LAWNDALE

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

DATE: December 1, 2025

TO: Honorable Mayor and City Council

FROM: Dr. Sean M. Moore, City Manager

PREPARED BY: Vanesa Alvarez, Administrative Assistant

SUBJECT: **Conference with Legal Counsel – Anticipated Litigation**

The City Council will conduct a closed session pursuant to Government Code section 54956.9(d)(4), to discuss the potential initiation of litigation: one (1) case.

CITY OF LAWNDALE

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

DATE: December 1, 2025

TO: Honorable Mayor and City Council

FROM: Dr. Sean M. Moore, City Manager

PREPARED BY: Vanesa Alvarez, Administrative Assistant

SUBJECT: **Conference with Legal Counsel – Potential Litigation**

The City Council will conduct a closed session pursuant to Government Code Section 54956.9(d)(2), to confer with legal counsel regarding a significant exposure to litigation, the facts and circumstances of which are not known to the potential plaintiff: two (2) cases.

CITY OF LAWNDALE

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

DATE: December 1, 2025

TO: Honorable Mayor and City Council

FROM: Dr. Sean M. Moore, City Manager

PREPARED BY: Yvette Palomo, Assistant City Clerk

SUBJECT: **Public Employee Appointment**

The City Council will conduct a closed session, pursuant to Government Code section 54957(b), regarding the appointment of a City Manager.