



SOUTH GATE CITY COUNCIL REGULAR MEETING AGENDA

Tuesday, October 23, 2018 at 6:30 p.m.

I. Call To Order/Roll Call With Invocation & Pledge

CALL TO ORDER	Maria Belen Bernal, Mayor
INVOCATION	Jorge Morales, Vice Mayor
PLEDGE OF ALLEGIANCE	Dina Zaragoza, Executive Assistant to City Attorney
ROLL CALL	Carmen Avalos, City Clerk

II. City Officials

MAYOR Maria Belen Bernal	CITY CLERK Carmen Avalos
VICE MAYOR Jorge Morales	CITY TREASURER Gregory Martinez
COUNCIL MEMBERS Denise Diaz Maria Davila Al Rios	CITY MANAGER Michael Flad CITY ATTORNEY Raul F. Salinas

III. Meeting Compensation Disclosure

Pursuant to Government Code Section 54952.3: Disclosure of compensation for meeting attendance by City Council Members is \$650 monthly regardless of the amount of meetings.

IV. Public Hearings

1. Ordinance Changing City's Municipal Election Cycle From March 2019 To March 2020

The City Council will conduct a Public Hearing to consider: (CLERK)

a. Introducing an **Ordinance** _____ changing its current general municipal election cycle from March 2019 to March 2020 and thereafter in even years to comply with Senate Bill 415, the California Voter Participation Rights Act, and to consolidate future general municipal elections with the statewide election cycle; and

b. Appropriating \$15,000 from the unassigned fund balance of the General Fund to account 100-140-11-6303 (General Fund-City Clerk Postage) to fund the cost of this required mailing.

Documents:

[ITEM 1 REPORT 102318.PDF](#)

V. Comments From The Audience

During this time, members of the public and staff may address the City Council regarding any items within the subject matter jurisdiction of the City Council. Comments from the audience will be limited to five (5) minutes per speaker; unless authorized by the Mayor, the time limit may not be extended by utilizing another member's time. There will be no debate or action on items not listed on the agenda unless authorized by law.

Note: The City Council desires to provide all members of the public with the opportunity to address the Council. Nevertheless, obscene language, comments intended to disrupt or interfere with the progress of the meeting or slanderous comments will not be tolerated and may result in ejection and/or may constitute a violation of South Gate Municipal Code Section 1.04.110.

VI. Reports And Comments From City Officials

During this time, members of the City Council will report on matters pertaining to their service on various intergovernmental boards and commissions as a representative of the City pursuant to Assembly Bill 1234. City Council Members will also have an opportunity to comment on matters not on the agenda.

Following the City Council Members, reports and comments will be heard by the City Clerk, City Treasurer, City Manager and Department Heads.

VII. Consent Calendar Items

Agenda Items **2 and 3** are consent Calendar Items. All items including Ordinances, Resolutions and Contracts, may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion.

There will be no separate discussion of these items unless Members of the City Council, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Any Motion to introduce or adopt an Ordinance on the Consent Calendar shall be: (1) a motion to waive the reading of the Ordinance and introduce the Ordinance or (2) a motion to waive the reading of the Ordinance and adopt the Ordinance, as appropriate.

2. Resolution Authorizing Destruction Of Obsolete City Records

The City Council will consider: (CLERK)

- a. Adopting a **Resolution** _____ authorizing the destruction of obsolete records retained in City Hall and the Police Department pursuant to Government Code 34090 of the Laws of the State of California; and
- b. Destruction subject to final review and approval by the City Attorney.

Documents:

[ITEM 2 REPORT 102318.PDF](#)

3. Purchase Of Four Utility Trucks Replacing Aging Fleet

The City Council will consider: (PW)

- a. Authorizing the purchase of four Ford F350 utility trucks from National Auto Fleet Group through Sourcewell, in the budgeted amount of \$178,381; and
- b. Authorizing the Mayor to execute the documents necessary to purchase the four Ford F350 utility trucks in forms acceptable to the City Attorney.

Documents:

[ITEM 3 REPORT 102318.PDF](#)

VIII. Reports, Recommendations And Requests

4. Local Economic Advisory Program Report

The City Council will consider receiving and filing the City of South Gate Local Economic Advisory Program (LEAP) report, containing findings and recommendations to improve the City's economic development efforts for small businesses. (CD)

Documents:

[ITEM 4 REPORT 102318.PDF](#)

5. Report On Grant Opportunities For Park Programs

The City Council will consider receiving and filing an update report on grant opportunities for park programs and the City's readiness to successfully compete for these grant funds. (PARKS)

Documents:

[ITEM 5 REPORT 102318.PDF](#)

6. Firestone Boulevard Regional Corridor Capacity Enhancements Project; Change Orders 1, 2 And 3

The City Council will consider: (PW)

- a. Authorizing a reduction in scope of work and budget on Change Order No. 1 to Contract No. 3389 with Griffith Company (Change Order No. 1-Revised), from \$1,159,130 to \$508,406, to eliminate improvements that are not cost effective to implement on the Firestone Boulevard Regional Corridor Capacity Enhancements Project, City Project No. 476-TRF (The Boulevard Project);
- b. Approving utilization of unused grant funds to increase the scope of work and budget on The Boulevard Project in the amount of \$655,948, to fund additional work that is needed for unforeseen conditions, quantity adjustments and miscellaneous additional improvements, and authorize the Assistant City Manager/Director of Public Works to execute Change Order No. 2 to Contract No. 3389 with Griffith Company to incorporate these improvements; and
- c. Approving utilization of unused grant funds to incorporate additional improvements on The Boulevard Project in the amount of \$499,292 to further enhance student, pedestrian and traffic safety, and authorize the Assistant City Manager/Director of Public Works to execute Change Order No. 3 to Contract No. 3389 with Griffith Company to incorporate these improvements; and
- d. Authorizing staff to negotiate additional improvements with the contractor to incorporate the Hildreth Avenue Intersection Improvements and Student Crossing Safety Barrier Improvements into Change Order No. 3 to Contract No. 3389, and administratively amend Change Order No. 3 if a cost effective fee proposal can be negotiated, with a not-to-exceed allowance of \$225,000.

Documents:

[ITEM 6 REPORT 102318.PDF](#)

7. Warrant Register

The City Council will consider approving the Warrants and Cancellations for October 23, 2018. (ADMIN SVCS)

Total of Checks: \$3,323,276.13
Voids: (\$ 9,163.19)
Total Payroll Deductions: \$ 258,188.81
Grand Total: \$3,055,924.13

Cancellations: 76369, 76413, 76568, 76569

Documents:

[ITEM 7 REPORT 102318.PDF](#)

IX. Adjournment

I, Carmen Avalos, City Clerk, certify that a true and correct copy of the foregoing Meeting Agenda was posted October 18, 2018 at 2:30 p.m., as required by law.

Carmen Avalos,
City Clerk

Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office

8650 California Avenue, South Gate, California 90280
(323) 563-9510 * fax (323) 563-5411 * www.cityofsouthgate.org

In compliance with the American with Disabilities Act, if you need special assistance to participate in the City Council Meetings, please contact the Office of the City Clerk.

Notification 48 hours prior to the City Council Meeting will enable the City to make reasonable arrangements to assure accessibility.

RECEIVED

OCT 16 2018

City of South Gate
CITY COUNCIL

Item No. 1

CITY OF SOUTH GATE
OFFICE OF THE CITY MANAGER

5:25pm

AGENDA BILL

For the Regular Meeting of: **October 23, 2018**
Originating Department: **Office of the City Clerk**

Department Head:


Carmen Avalos

City Manager:


Michael Flad

SUBJECT: ORDINANCE CHANGING ITS CURRENT GENERAL MUNICIPAL ELECTION CYCLE TO CONSOLIDATE FUTURE GENERAL MUNICIPAL ELECTIONS WITH THE STATEWIDE ELECTION CYCLE

PURPOSE: To implement Resolution No. 7793, adopting plan to change its current election date from March 2019 to March 2020, and to consolidate future municipal elections with the statewide election cycle.

RECOMMENDED ACTIONS: Following the conclusion of the Public Hearing:

- a. Introduce Ordinance changing its current general municipal election cycle from March 2019 to March 2020 and thereafter in even years to comply with Senate Bill 415, the California Voter Participation Rights Act, and to consolidate future general municipal elections with the statewide election cycle; and
- b. Appropriate \$15,000 from the unassigned fund balance of the General Fund to account 100-140-11-6303 (General Fund-City Clerk Postage) to fund the cost of this required mailing.



FISCAL IMPACT: The true cost for the consolidation with the Los Angeles County is unknown at this time. Prior election cost range between \$85,750 and \$90,500. Notification via mail to all voters of election changes is expected to cost approximately \$15,000 in addition to required publication. Funds were not included in the Fiscal Year 2018/19 budget for this item; therefore, if the City Council adopts this Ordinance, funds, in the amount of \$15,000.00, will need to be appropriated from the unassigned General Fund balance. The current balance of the unassigned General Fund balance is \$9,943,066.

ANALYSIS: In an effort to boost voter turnout, the State Legislature passed Senate Bill 415 (SB 415), signed by Governor Brown on September 1, 2015, and became effective January 1, 2018. In doing so, it forced all General Law cities to consolidate with statewide elections thereby, eliminating our "stand-alone" municipal election effective, unless voter turnout is favorable with statewide general elections.

BACKGROUND: Commencing January 1, 2018, "political subdivisions", such as the City of South Gate are prohibited from holding an election other than on a statewide election date if holding an election on a non-concurrent date has previously resulted in voter turnout for a regularly scheduled election in that political subdivision being at least 25% less than the average voter turnout within the political subdivision for the previous 4 statewide general elections.

South Gate Voter Turnout for the last 4 elections has averaged 11-12%.

The City Council only had an option of June or November of even years. However, Senate Bill 568, effective January 1, 2019 changes the California Primary from June to March, thereby affording the City of South Gate the opportunity to change its currently scheduled date from March of odd number year to March of even number years, hence moving it from 2019 to 2020.

On December 12, 2017, the City Council adopted Resolution No. 7793, adopting a plan to consolidate future elections with a statewide election no later than November 8, 2022, statewide general election. Currently there is a general municipal election scheduled for March 2019 that needs to be aligned with a statewide election to March 2020. This Ordinance solidifies the original plan to move the general municipal election date to March 2020.

If the City Council adopts the proposed Ordinance, it will automatically extend the terms for its currently elected officials. In accordance with Election Code §10403.5(b), no term of office shall be increased or decreased by more than 12 months. Meaning that after the March 2017 Municipal Election, the next 3 City Council Members that would be up for election in 2019 shall need to be on the March 2020 consolidated statewide election, thereby increasing the original term by 12 months, and same moving forward for all elected officials after that until the terms line up, which will occur in 2022.

The consolidation will allow for all future Municipal Elections in the City of South Gate to be on the same cycle as the state primary elections, excluding special elections. A postcard will be sent to all voters in compliance with SB 415. This provides all voters in the City of South Gate prior notification of changes and a more uniform election cycle that will increase voter participation.

ATTACHMENTS: Proposed Ordinance
Public Hearing Notice

ORDINANCE NO. ____

**CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA**

**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE,
CALIFORNIA, CHANGING ITS CURRENT GENERAL MUNICIPAL ELECTION CYCLE
FROM MARCH 2019 TO MARCH 2020 AND THEREAFTER IN EVEN YEARS TO
COMPLY WITH SENATE BILL 415, THE CALIFORNIA VOTER PARTICIPATION
RIGHTS ACT, AND TO CONSOLIDATE FUTURE GENERAL MUNICIPAL ELECTIONS
WITH THE STATEWIDE ELECTION CYCLE**

WHEREAS, general law cities, such as the City of South Gate (“City”) are obligated to conduct general and special municipal elections in accordance with the California Elections Code (“Election Code”), per Election Code 10101, et .seq.; and

WHEREAS, the City currently conducts its general municipal election in March of odd-numbered years, to elect five members of the City Council, one City Clerk, and one City Treasurer, with three City Council Members elected in one year and two City Council Members, City Clerk, and City Treasurer elected in a subsequent two year cycle pursuant to Ordinance No. 1987 and Elections Code 1301; and

WHEREAS, the provisions of Senate Bill 415 (“SB 415”) compels political subdivision to consolidate future elections with the State of California election cycle; and

WHEREAS, the City is a political subdivision as defined by §14051(a) of the Elections Code of the State of California; and

WHEREAS, on December 12, 2017, the City Council adopted Resolution No. 7793, adopting a plan to consolidate future elections with the statewide election no later than the November 8, 2022 statewide general election; and

WHEREAS, the provisions of SB 415 authorize the City Council to consolidate the currently scheduled general municipal election of March 2019 to March 2020, aligning with a statewide election cycle;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. In accordance with SB 415, the City Council hereby consolidates its general municipal election with the statewide general election cycle no later than November 8, 2022.

SECTION 2. Pursuant to §1301(b) of the Elections Code of the State of California, the City Council hereby acknowledges its discretion to change the date of the election cycle, by adoption of an Ordinance, if the Los Angeles County Board of Supervisors approves an earlier consolidation time frame.

SECTION 3. Pursuant to §1301 of the Elections Code of the State of California, effective with the general municipal election to be held in March 2020, the City shall hold its election date on the first Tuesday after the first Monday in March of even numbered years upon the Los Angeles County Board of Supervisors approval of the consolidation of future general municipal elections.

SECTION 4. Pursuant to §10403.5(b) of the Elections Code of the State of California, no elected term of office shall be increased or decreased by more than 12 months.

SECTION 5. This Ordinance shall take effect and be enforced on the thirty-first (31) day after its adoption.

SECTION 6. The City Clerk shall certify to the adoption of this Ordinance and shall cause the same to be published as required by law.

SECTION 7. The City Clerk is hereby directed to forward, without delay, a certified copy of this Ordinance to the Los Angeles County Clerk/Registrar Recorder and the Clerk of the Board of the Los Angeles County Board of Supervisors.

PASSED, APPROVED and ADOPTED this 23rd day of October, 2018.

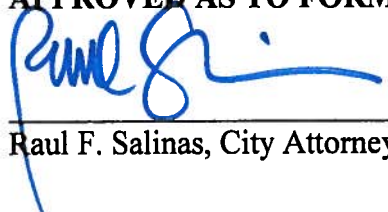
CITY OF SOUTH GATE:

María Belén Bernal, Mayor

ATTEST:

Carmen Avalos, City Clerk
(SEAL)

APPROVED AS TO FORM:



Raul F. Salinas, City Attorney

OCT 03 2018

FILED

CITY OF SOUTH GATE

NOTICE OF PUBLIC HEARING

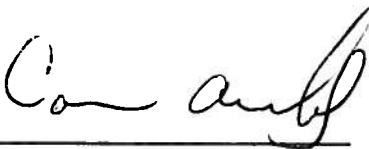
NOTICE IS HEREBY GIVEN that the City Council of the City of South Gate, California will conduct a Public Hearing for the purpose of introducing an Ordinance changing its current election cycle from March 2019 to March 2020. The Ordinance would change the City's General Municipal Election to coincide with March Statewide Primary elections in even years, beginning in 2020, to comply with SB 415, the California Voter Participation Rights Act (codified in Elections Code 14050 to 14057).

A copy of the Ordinance may be reviewed in the City Clerk's Office during normal business hours. The public hearing is scheduled as follows:

DATE: Tuesday, October 23, 2018
TIME: 6:30 p.m.
LOCATION: Council Chambers
South Gate City Hall
8650 California Avenue
South Gate, CA 90280

NOTICE IS HEREBY GIVEN that any and all persons interested in the matter herein above set forth are privileged to attend said hearing and then there testify or present evidence upon any matter relating thereto.

THIS NOTICE IS GIVEN by order of the City Clerk of said City and is dated this 11th day of October, 2018.



Carmen Avalos, City Clerk

Publication date: Thursday, October 11, 2018

RECEIVED

OCT 11 2018

Item No. 2

City of South Gate
CITY COUNCIL

CITY OF SOUTH GATE
OFFICE OF THE CITY MANAGER

3:00pm

AGENDA BILL

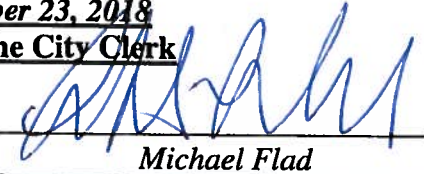
For the Regular Meeting of: October 23, 2018

Originating Department: Office of the City Clerk

Department Head:


Carmen Avalos

City Manager:


Michael Flad

SUBJECT: RESOLUTION AUTHORIZING THE DESTRUCTION OF OBSOLETE RECORDS RETAINED IN CITY HALL AND THE POLICE DEPARTMENT PURSUANT TO GOVERNMENT CODE 34090 OF THE LAWS OF THE STATE OF CALIFORNIA

PURPOSE: Pursuant to Government Code Section 34090, the legislative body, by resolution, may destroy any city record, document, instrument, book or paper, under its charge, without making a copy thereof, after the same is no longer required.

RECOMMENDED ACTIONS:

- a. Adopt Resolution authorizing the destruction of obsolete records retained in City Hall and the Police Department pursuant to Government Code 34090 of the Laws of the State of California; and
- b. Destruction subject to final review and approval by the City Attorney.

FISCAL IMPACT: There are approximately 100 boxes and 64 hard drives scheduled to be destroyed and the estimated cost is \$1,500 and funds are available in the City Clerk's Professional Services Account (Account Number 100-140-11-6101).

ANALYSIS: None

BACKGROUND: The destruction of obsolete records as requested by the above noted departments is necessary due to the lack of available storage space.

I certify that:

- The attached personnel file records are over two (2) years old.
- The listed records are no longer required.
- The listed records do not affect the title to real property or liens thereon.
- The listed records are not court records.
- The listed records are not required to be kept by statute.
- The listed records are not the minutes, ordinances or resolutions of the legislative body or of a City board or commission.

- ATTACHMENTS:**
- 1. Proposed Resolution with Exhibit "A": Record Type
 - 2. Certification of the City Clerk

RESOLUTION NO. _____

**CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE
AUTHORIZING THE DESTRUCTION OF OBSOLETE RECORDS RETAINED IN
CITY HALL, AND THE POLICE DEPARTMENT PURSUANT TO GOVERNMENT
CODE 34090 OF THE LAWS OF THE STATE OF CALIFORNIA**

WHEREAS, it has been determined that certain City records under the charge of the City Clerk's Office are no longer required for public or private purposes; and

WHEREAS, it has been determined that destruction of the above-mentioned records is necessary to conserve storage space and to reduce staff time and expense in handling records and informing the public; and

WHEREAS, Section 34090 of the Government Code of the State of California authorizes the head of a City department to destroy any City records and documents which are over two years old under his or her charge, without making a copy thereof, after the same are no longer required, with the written consent of the City Attorney and the approval of the City Council by resolution; and

WHEREAS, it is therefore desirable to destroy those records which are over two years old as listed in the documents entitled "Records Inventory," dated October 2018, attached hereto as Exhibit "A," and made a part hereof, without making a copy thereof; and

WHEREAS, the said destruction of said records is with the written consent of the City Attorney;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH GATE DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council hereby authorizes the destruction of the obsolete documents identified in Exhibit "A" attached hereto and incorporated herein by this reference.

[Remainder of page left blank intentionally.]

SECTION 2. The City Clerk shall certify to the adoption of this Resolution which shall be effective upon its adoption.

PASSED, APPROVED and ADOPTED this 23rd day of October, 2018.

CITY OF SOUTH GATE:


María Belén Bernal, Mayor

ATTEST:

Carmen Avalos, City Clerk

(SEAL)

APPROVED AS TO FORM:



Raul F. Salinas, City Attorney

Exhibit “A”

Records for Destruction October 2018

**Administrative Services
City Clerk’s Office
Police Department - Administration**

ADMINISTRATIVE SERVICES DEPARTMENT - ACCOUNTING

Box #	FY	DESCRIPTION	LOCATION	NEW LOCATION
1	FY 1991-2006	Westside Reso Ctr OTS Grants LLEBG SB 90 UDAG Loans GTA Interest Allocation SLE OC Report	Basement	DESTROY
2	FY 1995-2006	UDAG Reimbursement Fed Cash Tran Rept	Basement	DESTROY
3	FY 1998-2005	Street Report Special District Report Park Project CDBG Comp Bal	Basement	DESTROY
4	FY 2000-2006	CDBG Draws Prop A/C TDA Bike u lay Used Oil Parks Projects I-710 Phase II	Basement	DESTROY
5	FY 2002 FY 2004	Bank Statements Bank Reconciliations Special Funds FY 2004 Bank Receipts FY 2004	Basement	DESTROY
6	FY 2004	Bank Reconciliation	Basement	DESTROY
7	FY 2005	Journal Entries	Basement	DESTROY
8	FY 2005 FY 2006	FY 2005 - Periods 12 to 16 FY 2006 - T-Tax AJE Audit AJE/YE AJE	Basement	DESTROY
9	FY 2010-2011	Cash Receipts - July 2010	Basement	DESTROY
10	FY 2010-2011	Cash Receipts - August 2010	Basement	DESTROY
11	FY 2010-2011	Cash Receipts - September 2010	Basement	DESTROY
12	FY 2010-2011	Cash Receipts - October 2010	Basement	DESTROY
13	FY 2010-2011	Cash Receipts - November 2010	Basement	DESTROY
14	FY 2010-2011	Cash Receipts - December 2010	Basement	DESTROY
15	FY 2010-2011	Cash Receipts - February 2011	Basement	DESTROY
16	FY 2010-2011	Cash Receipts - March 2011	Basement	DESTROY
17	FY 2010-2011	Cash Receipts - April 2011	Basement	DESTROY
18	FY 2010-2011	Cash Receipts - May 2011	Basement	DESTROY
19	FY 2011	Bank Reconciliation	Basement	DESTROY

20	FY 1998-1999	Bank Reconciliation Reports	Basement	DESTROY
21	FY 1998-1999 06/99 - 05/00	Bank Recs Bank Statements Investment Reports Redeposit Slips Bank Statements - Trustee 06/99 - 05/00	Basement	DESTROY
22	FY 1999	Housing Repayments	Basement	DESTROY
23	FY 1999-2000	Bank Reconciliations	Basement	DESTROY
24	FY 1999-2000	Miscellaneous Bank Documents	Basement	DESTROY
25	FY 1999 FY 2001	CDBG Annual Reports	Basement	DESTROY
26	FY 2001	Bank Reconciliations	Basement	DESTROY
27	FY 2001	Bank Reconciliations	Basement	DESTROY
28	FY 2001-2003	Finance/CT - Miscellaneous Bank Documents	Basement	DESTROY
29	FY 2002	Deposit Reports FY 2002	Basement	DESTROY
30	FY 2002-2005	Training Manuals, Cost Allocation	Basement	DESTROY
31	FY 2003-2009	SB90 Mandate Claims SG Informed SGPAC	Basement	DESTROY
32	FY 2005-2006	GL Batches	Basement	DESTROY
33	FY 2005-2008	GRANTS Budget Financial Audits Prop A + C Audits Grant Manuals	Basement	DESTROY
34	FY 2005-2008	Annual Street Reports ST GAS Audit Special District Report CDBG Arbitrage Rebate Files	Basement	DESTROY
35	VARIOUS	GRANTS Home ESG CDBG Section 8 Asset Seizure Grant Files: FY 2005-2006, 2006-2007, 2007-2008, 2008-2009	Basement	DESTROY
36	VARIOUS	CDBG FY 2006-2007, 2007-2008 Single Audit Files FY 2007-2008 Polices Grants FY 2005-2006, 2006-2007, 2007- 2008	Basement	DESTROY
37	FY 2006	Bank Reconciliations	Basement	DESTROY
38	FY 2006	NSF's & Stop Payments Miscellaneous Bank Receipts	Basement	DESTROY
39	FY 2006 FY 2007	Journal Entries Periods 12 - 13 Journal Entries Periods 1 - 11	Basement	DESTROY
40	FY 2006 FY 2007	Journal Entries Periods 12 - 13 FY 2006 Journal Entries Periods 1 - 11 FY 2007	Basement	DESTROY

41	FY 2007-2008 FY 2008-2009	SGHA Financials	Basement	DESTROY
42	06/2008-05/009	Bank Reconciliations	Basement	DESTROY
43	N/A	Bank of America Deposit Bags	Basement	DESTROY
44	2007	2007 Budget Spiral Binders/Folders	Basement	DESTROY



C.I.S. 2018 Hard Drives for Destruction

	serial number	maker\model
1	6RYEOBFD	SEAGATE \ BARRACUDA 7200.10 RoHS
2	WCAYV0194705	WD\ WD2500AAKX-753CA0
3	9VYSELKR	SEAGATE \ BARRACUDA 7200.10
4	6RYGKHRH	SEAGATE \ BARRACUDA 7200.10 RoHS
5	WCAYV0196389	WD\ WD2500AAKX-753CA0
6	S1D6PVP9	SEAGATE \ BARRACUDA
7	WMAD21207362	WD\WD200
8	S1D6PVP8	SEAGATE \ ST 1000DM003
9	6RYDRXVA	SEAGATE \ BARRACUDA 7200.10 RoHS
10	130502TF755AWHHPT7KM	HGST \ OJ31015
11	S0DFJ1KL806893	SAMSUNG \ HD160JJ/P
12	9VYSEJEE	SEAGATE \ BARRACUDA 7200.12
13	32JHF2RQ5	TOSHIBA \ MK5061GSYN
14	WX21E43ERM83	WD \ MY PASSPORT
15	448NC1FDT Z11	TOSHIBA \ MQ01ACF050
16	448OC1GOT Z11	TOSHIBA \ MQ01ACF050
17	WXL1A60W3727	WD \ WDBABV0010BBK-00
18	448OC1GXT Z11	TOSHIBA \ MQ01ACF050
19	WM609	WD \ WD CAVIAR 26400
20	N2133PWC	MAXTOR \ 3102H2
21	3HT619C6	SEAGATE \ BARRACUDA
22	WMAMA4807083	WD \ WD400
23	S1D6R851	SEAGATE \ BARRACUDA
24	8.32916E+11	QUANTUM \ FIREBALL CX
25	WMAMC2886030	WD \WD400
26	WMAD21495231	WD \ WD200
27	WMAD1J243882	WD \ WD400
28	WM313 146 3005	WD \ CAVIAR 2850
29	WMA6K5073015	WD \ WD200
30	WM609	WD \ WD CAVIAR 26400
31	WM313 146 3005	WD \ wd \ caviar 2850
32	3HT5Q45C	SEAGATE \ BARRACUDA ATA IV
33	SG-02W649-24951-3B6-A1F3	MAXTOR \ DIAMONDMAX PLUS 8
34	WMAD14326186	WD \ WD400
35	YJ072362	IBM \ DESKSTAR
36	WMAMA2986963	WD \ WD400
37	TH-0X0308-12561-3C2-DQKE	HITACHI \ DESKSTAR
38	MY-01T320-12555-347-03YM	WD \ WD200
39	12552-64U-3675	WD \ CAVIAR 2850
40	WM3510062386	WD \ CAVIAR 34000
41	C2OYSA0C	MAXTOR \ 9065OU2
42	GUF36074	SEAGATE \ MEDALIST 4321
43	5QE109C2	SEAGATE \ BARRACUDA 7200
44	MY- 07J320-12555-214- 00DE	WD \ WD200
45	AC26400-00RNN1	WD \ WD CAVIAR 26400
46	AC26400-00RNS1	WD \ WD CAVIAR 26400
47	4W04230109	COMPAQ \ BD009635C3
48	FJ BNHSZ	SEAGATE \ ST31621A
49	3ALOJA3J	COMPAQ \ BB00911CA0
50	3ALOL047	COMPAQ \ BB00911CA0



C.I.S. 2018 Hard Drives for Destruction

	serial number	
51	4LS1H92Z	SEAGATE \ BARRACUDA 7200.9
52	WM626	WD \ WD CAVIAR 14300
53	1.61027E+11	COMPAQ \ BD018635CC
54	WT5270144609	WD \ WD CAVIAR 38400
55	4W04227377	COMPAQ \ BD018635C3
56	4W04232124	COMPAQ \ MAJ3091MC
57	YG0Q9190	IBM \ DESKSTAR
58	1.61027E+11	COMPAQ \ BD018635CC
59	3FDOX7WW	COMPAQ \ BD018635CC
60	12552-64U-3675	WD \ WD CAVIAR 38400
61	3FDOXVVY	COMPAQ \ BD018635CC
62	3FD0Y47B	COMPAQ \ BD018635CC
63	3FDOY3DK	COMPAQ \ BD018635CC
64	3BV1A19S	COMPAQ \ BD018635CC
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**City Clerk's Office
Files for Destruction 2018**

Box 132 B– Destroy 2018
2013 Election Rosters

Box 133 – Destroy 2018 (2 Box's)
Eminent Domain Administrative Records Vol. 1-13 (Originals)
EIR
Distribution List for the Draft Environmental Impact Report for the South Gate Gateway Project

Box 133 B – Destroy 2018
1982-1985 General Motors Files

Box 134 – Destroy 2018
Documents maintained by COSG April 2008 – In response to AYAS request to COSG for all documents related to Roadway Project , and Retail Project (Including privileged , and work product documents) (not to be produced in discovery) Vol 1 & 5, 9&10 OF 10.
Joint Appendix Bates 1-815

Box 140 – Destroy 2018
City Council Hearing 2/12/08
Firestone /Atlantic widening Project – Litigation Guarantee Title Information COSG V. Prentice – Settlement Meeting 8/8/08
Gateway Development Conditions of Approval & current status Comments 3/31/09
Phase II Environmental Report 4750,4735,4801&4803 Firestone Blvd
Valuation Binder – COSG V Binen Rapid O Print's loss of business Goodwill Claim
Agenda Bill 2/12/2008
Ceqa matter motion to strike /tax cost 8/12/08 a.m. dept 86
2002-2003 Utility Authority Agendas

Box 146– Destroy 2018
2013 Agendas January to July

Box 147– Destroy 2018
2013 Agendas July to December

Box 148– Destroy 2018
2013 Press, Warrants, Correspondence, Public Records Act Request, Agendas (Planning Commission and Parks Commission)

Box 150 – Destroy 2018

2011 – 2013 Liability Claims/ Legal Documents Summons and Complaints 2011-2013

Contracts Scheduled for Destruction (2 Boxes)**Administration – Approved by Department for destruction on August 22, 2018**

1748	09-09-97	South Gate Informed, Inc. (4 renewals) Completed 09-25-01 Agreement between the City of South Gate, South Gate Informed Inc., and the South Gate Chamber of Commerce.
2306	07-25-06	South Gate Chamber of Commerce 07-25-06 to 06-30-07
2395	08-28-07	South Gate Chamber of Commerce Completed 06-30-08 Agreement with the South Gate Chamber of Commerce

Administrative Services – Approved by Department for destruction on August 15, 2018

466 Admin Svcs	06-25-84	Richard Hoffman Collection of Water and other delinquent accounts
467 PERS	1984	General Reinsurance/Royal Globe Renewal of the Excess Worker's Compensation Insurance
479 PERS	07-10-84	MOU between Municipal Employee Relations Representative's Designee and the South Gate Municipal Employees, Chapter 99
480 PERS	07-10-84	MOU between the Municipal Employee Relations Representative's Designee and the South Gate Police Officers' Association (POA)
481 PERS	07-10-84	MOU between the Municipal Employee Relations Representative's Designee and the South Gate Professional and Mid-Management Association (PMMA)
496 PERS	07-31-84	MOU between the Municipal Employee Relations Representative's Designee and the South Gate Management Association
509 PERS	08-10-94	Amendment to the Memorandum of Understanding between the Municipal Employee Relations Representative's Designee South Gate Professional and Mid-Management Association (PMMA)
1873 Admin/ Pers	11-09-99	Canada Life/Trans America Completed 11-09-99 Agreement to provide Life Insurance for permanent City employees.
2305 Pers	07-25-06	Hub Cities Workforce Investment Act Youth Program Worksite Agreement between Hub Cities Consortium and the City of South Gate
2358 Pers	04-24-07	Hub Cities Workforce Investment Act Youth Program Worksite agreement between Hub Cities Consortium and the City of South Gate
2409 Pers	11-05-07	Administration contract Employment Agreement between City of South Gate and Mary Ellen Schubel

City Attorney's Office – Approved by Department for destruction on August 22, 2018

2350	02-13-17	AYS Completed 02-13-07 City of South Gate v. AYS (closed session) Copy (same as 2351)
2351	02-13-07	AYS Completed 02-13-07 AYS v. City of South Gate (closed session) Original (same as 2350)
2371	03-27-07	Lucia Ceballos Martinez 03-27-07 Lucia Ceballos Martinez vs. City of South Gate
2389	07-01-07	George Cruz and the City of South Gate, Ismael Ververa Administrative agreement – settlement agreement and general release between George Cruz and the City of South Gate, Ismael Ververa
2407	10-09-07	Ronald Bates to serve as City Manager effective November 19, 2007
2485	10-01-08	Settlement agreement and release is made and entered into by and among City of South Gate and David Wayne Hage and Ricardo Alfonso Vinas
2497	10-01-08	Dominick Andriano vs. City of South Gate

Parks & Recreation – Approved by Department for destruction on August 14, 2018

470	07-84	Steelworkers Oldtimers Foundation - Senior Transit Program
471	07-87	Disabilities Unlimited, Inc. - Senior Transit Van
501	08-16-84	Petermann Dekto Productions, Inc. - Pool Facility Rental Agreement
524	09-24-84	Trans-Cab, Inc. - Public Transportation System
525	09-24-84	Trans-Cab, Inc. - Taxi Transportation Service/Phone A Ride
2271	03-14-06	Rivers and Mountains Conservancy (RMC) 03-14-06 to 06-30-07 Accepting a grant for \$250,000 from RMC for improvements to two (2) entrances to the Los Angeles River Bike Path and executing grant agreement no. RMC3588
2342	01-23-07	Moore Iacofano Goltsman, Inc., (MIG) Completed 02-01-08 Contract for development of a Parks Master Plan. Until completion of work, estimated approximately 1 year
2410	11-01-07	Agreement with Hollywood Beautification Team. Effective on 11-01-07 & will remain in effect for a period of 1-year from said date or until all work specified is accepted as complete by the City
2493	10-14-08	Restroom Facilities, Ltd., 10-14-08 Agreement for pre-manufactured restroom buildings

Police Department – Approved by Department for destruction on October 16, 2018

502	08-27-84	Project Jade - Agreement for Provision of H.U.D. Human Services for South Gate Residents
515	09-11-84	Centra-Com II Console with all related equipment
516	09-11-84	CCTV system and all related equipment

Public Works – Approved by Department for destruction on September 10, 2018

458	06-25-84	Sergio Ramirez Professional skills of a trained Water Division Superintendent
464	07-84	LeRoy Crandall and Associates Eastside Reservoir Project – Soil Testing and Inspection Services
465	07-84	Camp Dresser & McKee Inc. Hydrogeologic Inspection of New Wells at the Eastside Reservoir Site
474	07-09-84	Allied Fidelity Insurance Company - Take Over Contract
494	07-23-84	General Pump Service for Water Well #13
495	08-23-84	Contract for city-wide sidewalk, curb & gutter project
512	09-11-84	Curb house numbering project
523	09-12-84	Takeover contract – Allied
655	07-22-85	Water Right License and Agreement – Ruchti Brothers, Inc.
1398	1992-2008	John L. Hunter & Assoc. (16 Amendments) for consultant services for industrial waste program & survey of industrial waste dischargers
1862	08-24-09	Landscape West, Inc. Modified work and services on a monthly basis. Agreement for 5 years of maintenance of the Tweedy, Hollydale and median Districts, City Project No. 242-ST.
2304	07-11-06	CSI Electrical Contractors, Inc. Completed on 10-15-07 \$808,419.50 to CSI Electrical Contractors, Inc. Safe Route to School, Cycles I & II, City Project No. 289-TRF
2308	06-20-06	Humphrey Contractors Completed on 01-18-07 Admin agreement – 2005-2006 Installation of Street Furniture at Various Locations City Project No. 353-GEN
2331	11-14-06	Sequel Contractors, Inc. Completed on 06-07-07 Agreement for the parking lots rehabilitation project, City Project No. 345-ST.
2361	09-11-07	PCR - 1st amend 30 days after 07-19-07; 2nd amend 45 days after 11-12-07 Professional Services Agreement for Environmental Assessments, Mitigated Negative Declaration, and Environmental Impact Report from September 12, 2006 to date
2378	07-10-07	John L. Hunter and Associates, Inc. Professional Services Agreement for the Administration and implementation of the Used Oil Recycling Grant
2380	12-11-07	Professional Service Ind. Inc. 1st amend Professional Services Agreement with an Environmental Consultant to conduct Professional Phase II Environmental Services for the Firestone Blvd., & Atlantic Ave., Intersection Improvement Project, City Project No. 365-ST. 1st Amend Not on File - Dept. has no Original on File
2393	08-14-07	GAFCON Agreement for California Environmental Quality Act Project Management Services (Firestone Boulevard Realignment and Roadway Widening Project, City Project No. 365-ST) not to exceed \$100,000. Until all required work is complete
2411	11-13-07	Chemical Waste Management Completed 04-14-08 Stockpile on 10120 Miller Way, City Project No. 375-GEN

2425	12-11-07	DWR Construction, Inc. Completed 03-06-09 Construction contract for \$2,323,382 for the base bid and three additive alternatives for the South Gate Swimming Pool Renovation, City Project No. 349-ARC.
2436	02-01-08	Drina Underground Corporation Completed 04-22-08 Informal agreement – Emergency Sanitary Sewer Point Repairs, City Project No. 384-SWR
2448	05-13-08	All American Asphalt Completed 08-12-09 Agreement with All American Asphalt, the lowest responsible bidder, for street improvements on California Avenue from Martin Luther King Jr. Boulevard to Santa Ana Street, City Project No. 336-ST, Federal Project No. STPL-5257 (015) allocation

Community Development – Approved by Department for destruction on August 14, 2018

459	06-84	Compliance agreement US Department of Housing and Urban Development
460	07-02-84	Fair Housing Foundation of Long Beach Implement and Operate a Fair Housing Program
468	06-22-84	US Department of Housing and Urban Development UDAG Grant
469	1984	US Department of Housing and Urban Development UDAG Grant
475	07-09-84	Crocker National Bank - Commercial Rehabilitation Loan Program
476	07-09-84	Operation Agreement by and Between the City of South Gate and United States Escrow, Inc.
492	07-23-84	MOU for the Cooperation between the Housing Authority of the City of South Gate and the City of South Gate for the Implementation of the Rental Rehabilitation Grant Program
500	8-14-84	U.S. Department of Housing & Urban Development - Grants
504	07-31-84	Communication Service Company - Maintenance Proposal
510	09-11-84	Scoccia's Lot Consolidation Agreement
514	09-10-84	Daniel Cartagena & Associates
522	08-09-94	Hollydale Market
1595	10-09-01	St. Francis Medical Center Completed 8-9-94 Provide counseling in Children's Center funded through CDB
1975	04-13-04	City of South Gate Redevelopment Agency Completed 10-09-01 Loan to Redevelopment Agency and reimbursement agreement between the City and the Redevelopment Agency. The term of this Promissory Note shall commence upon Maker's receipt of the Note Amount (10-11-01) & end on the earlier of the fifth anniversary of the Commencement Date or the occurrence of a "Repayment Event"
2155	12-11-07	Transportation and Land Use Collaborative of Southern California (TLUC) Completed 11-27-07 Prepare an update for the General Plan.
2278	03-14-06	Melvyn Green & Associates, Inc., Structural Engineers 03-14-06 to 03-14-07 Professional services with Melvyn Green & Associates, Inc., Structural Engineers. (Glenn T. Seaborg Residence)

2311	08-22-06	Fair Housing Foundation 08-22-06 to 06-30-07 Agreement for consulting services and implementation of fair housing activities for FY 2006-07
2312	08-22-06	Oldtimer's Foundation Completed 06-30-07 Agreement for meals on wheels program and implementation of activities for FY 2006-07
2313	08-22-06	SCRS Completed 06-30-07 Agreement for the implementation of activities for FY 2006-07
2314	08-22-06	Southeast Churches Service Center Completed 06-30-07 Agreement for the implementation of activities for FY 2006-07
2390	08-14-07	Kosmont Companies-Agreement for real estate related advisory services.
2421	12-11-07	California Code Check Agreement for building plan check services. City Manager or Contractor may terminate this Agreement, without cause, by giving the other party 5 days written notice of such termination and the effective date thereof.

Total - 12 Boxes

2008 and Previous Pre-Employment Backgrounds (Physical Files)

BOX 6	BOX 7	BOX 8	BOX 9	BOX 10	BOX 11	BOX 12	BOX 13	BOX 14
17265	17607	17966	18204	18219	18247	18331	18285	18638
17266	17608	17969	18205	18220	18248	18386	18440	18642
17292	17609	17970	18206	18221	18249	18388	18441	18643
17320	17617	17975	18207	18222	18250	18389	18442	18712
17332	17618	18065	18208	18223	18252	18393	18443	18713
17333	17637	18099	18209	18233	18253	18411	18444	18714
17334	17640	18101	18210	18235	18254	18413	18445	18715
17335	17642	18103	18211	18236	18257	18415	18458	18716
17336	17648	18104	18212	18237	18258	18417	18459	18899
17337	17649	18113	18213	18238	18264	18418	18543	18900
17406	17650	18114	18214	18239	18265	18419	18544	18902
17421	17652	18115	18215	18241	18267	18420	18545	18903
17422	17746	18116	18216	18243	18269	18421	18546	18904
17423	17750	18117	18217	18244	18278	18423	18547	18905
17424	17789	18118	18218	18245	18279	18424	18548	18906
17451	17790	18119			18280	18435	18551	18907
17453	17805	18133			18281	18436	18554	18908
17504	17834	18134			18283	18437	18636	18909
17507	17837	18135			18284	18438	18637	18911
17508	17838	18137			18287	18439		
17561	17867	18201			18290			
17579	17879	18202						
17588	17880	18203						
17598	17881							
17599								
17600								
17601								
17602								

2008 and Previous Employment Applications (Electronic Files)

18122	18321	18362	18483	18527	18596	18652	18692	18737
18123	18322	18363	18484	18528	18597	18653	18693	18738
18124	18323	18364	18485	18529	18598	18654	18694	18739
18125	18324	18365	18486	18530	18599	18655	18695	18740
18126	18325	18366	18487	18531	18600	18656	18696	18741
18127	18326	18367	18488	18532	18601	18657	18697	18742
18128	18327	18368	18489	18533	18602	18658	18698	18743
18129	18328	18369	18490	18534	18603	18659	18699	18744
18270	18329	18370	18491	18535	18604	18660	18700	18745
18273	18330	18371	18492	18536	18605	18661	18701	18746
18291	18331	18372	18493	18537	18606	18662	18702	18747
18292	18333	18373	18494	18538	18607	18663	18703	18748
18293	18334	18374	18495	18539	18608	18664	18704	18749
18294	18335	18375	18496	18540	18609	18665	18705	18750
18295	18336	18376	18497	18541	18610	18666	18706	18751
18296	18337	18377	18498	18571	18611	18667	18707	18752
18297	18338	18378	18499	18572	18612	18668	18708	18753
18298	18339	18379	18500	18573	18613	18669	18709	18754
18299	18340	18435	18502	18574	18614	18670	18710	18755
18300	18341	18462	18503	18575	18615	18671	18711	18756
18301	18342	18463	18504	18576	18616	18672	18717	18757
18302	18343	18464	18505	18577	18617	18673	18718	18758
18303	18344	18465	18507	18578	18618	18674	18719	18759
18304	18345	18466	18508	18579	18619	18675	18720	18760
18305	18346	18467	18510	18580	18620	18676	18721	18761
18306	18347	18468	18511	18581	18621	18677	18722	18762
18307	18348	18469	18512	18582	18622	18678	18723	18763
18308	18349	18470	18513	18583	18623	18679	18724	18764
18309	18350	18471	18514	18584	18624	18680	18725	18765
18310	18351	18472	18515	18585	18625	18681	18726	18766
18311	18352	18473	18516	18586	18626	18682	18727	18767
18312	18353	18474	18517	18587	18627	18683	18728	18768
18313	18354	18475	18518	18588	18628	18684	18729	18769
18314	18355	18476	18519	18589	18629	18685	18730	18770
18315	18356	18477	18520	18590	18646	18686	18731	18771
18316	18357	18478	18521	18591	18647	18687	18732	18772
18317	18358	18479	18522	18592	18648	18688	18733	18773
18318	18359	18480	18523	18593	18649	18689	18734	18774
18319	18360	18481	18524	18594	18650	18690	18735	18775
18320	18361	18482	18526	18595	18651	18691	18736	18776

18777	18817	18857	18897	18958	19036	19102	19142	19199
18778	18818	18858	18898	18959	19037	19103	19143	19200
18779	18819	18859	18916	18960	19038	19104	19144	19200
18780	18820	18860	18917	18961	19039	19105	19145	19202
18781	18821	18861	18918	18962	19040	19106	19146	19203
18782	18822	18862	18919	18971	19041	19107	19147	19204
18783	18823	18863	18920	18972	19042	19108	19148	19205
18784	18824	18864	18921	18973	19043	19109	19149	19206
18785	18825	18865	18922	18974	19044	19110	19150	19207
18786	18826	18866	18923	18975	19045	19111	19151	19208
18787	18827	18867	18924	18976	19046	19112	19152	19209
18788	18828	18868	18925	18981	19047	19113	19153	19210
18789	18829	18869	18926	18982	19055	19114	19154	19211
18790	18830	18870	18927	18983	19056	19115	19155	19212
18791	18831	18871	18928	18984	19057	19116	19161	19213
18792	18832	18872	18929	18985	19058	19117	19162	19214
18793	18833	18873	18930	18986	19059	19118	19163	19215
18794	18834	18874	18931	18987	19060	19119	19164	19216
18795	18835	18875	18932	18988	19061	19120	19165	19217
18796	18836	18876	18933	18989	19062	19121	19166	19218
18797	18837	18877	18934	18990	19063	19122	19167	19219
18798	18838	18878	18935	18991	19064	19123	19180	19220
18799	18839	18879	18940	18992	19065	19124	19181	19221
18800	18840	18880	18941	18993	19066	19125	19182	19222
18801	18841	18881	18942	19012	19067	19126	19183	19223
18802	18842	18882	18943	19013	19068	19127	19184	19224
18803	18843	18883	18944	19014	19069	19128	19185	19225
18804	18844	18884	18945	19015	19070	19129	19186	19227
18805	18845	18885	18946	19016	19071	19130	19187	19228
18806	18846	18886	18947	19017	19072	19131	19188	19229
18807	18847	18887	18948	19018	19073	19132	19189	19230
18808	18848	18888	18949	19019	19085	19133	19190	19239
18809	18849	18889	18950	19028	19093	19134	19191	19240
18810	18850	18890	18951	19029	19094	19135	19192	19241
18811	18851	18891	18952	19030	19095	19136	19193	19242
18812	18852	18892	18953	19031	19096	19137	19194	19243
18813	18853	18893	18954	19032	19097	19138	19195	19244
18814	18854	18894	18955	19033	19099	19139	19196	19245
18815	18855	18895	18956	19034	19100	19140	19197	19246
18816	18856	18896	18957	19035	19101	19141	19198	19247

19253	19293	19365	19417	19457	19511	19566	19671	19727
19254	19294	19366	19418	19458	19512	19567	19672	19730
19255	19295	19367	19419	19459	19513	19568	19673	19731
19256	19296	19368	19420	19460	19514	19569	19674	19732
19257	19297	19369	19421	19461	19515	19572	19675	19733
19258	19298	19370	19422	19462	19516	19573	19676	19734
19259	19299	19371	19423	19463	19517	19574	19677	19735
19260	19300	19372	19424	19464	19518	19575	19678	19736
19261	19333	19373	19425	19465	19519	19577	19679	19737
19262	19334	19374	19426	19466	19520	19578	19680	19738
19263	19335	19375	19427	19479	19521	19579	19681	19739
19264	19336	19376	19428	19480	19522	19580	19682	19740
19265	19337	19377	19429	19481	19523	19581	19683	19741
19266	19338	19378	19430	19482	19525	19582	19700	19742
19267	19339	19379	19431	19483	19526	19583	19701	19743
19268	19340	19380	19432	19484	19527	19646	19702	19744
19269	19341	19381	19433	19485	19528	19647	19703	19745
19270	19342	19382	19434	19486	19529	19648	19704	19746
19271	19343	19383	19435	19487	19530	19649	19705	19747
19272	19344	19384	19436	19489	19532	19650	19706	19748
19273	19345	19385	19437	19490	19533	19651	19707	19768
19274	19346	19386	19438	19491	19534	19652	19708	19769
19275	19347	19387	19439	19493	19535	19653	19709	19770
19276	19348	19388	19440	19494	19536	19654	19710	19771
19277	19349	19389	19441	19495	19537	19655	19711	19772
19278	19350	19390	19442	19496	19549	19656	19712	19773
19279	19351	19391	19443	19497	19551	19657	19713	19774
19280	19352	19392	19444	19498	19552	19658	19714	19775
19281	19353	19393	19445	19499	19553	19659	19715	19776
19282	19354	19394	19446	19500	19555	19660	19716	19777
19283	19355	19395	19447	19501	19556	19661	19717	19778
19284	19356	19396	19448	19502	19557	19662	19718	19779
19285	19357	19397	19449	19503	19558	19663	19719	19780
19286	19358	19398	19450	19504	19559	19664	19720	19781
19287	19359	19399	19451	19505	19560	19665	19721	19782
19288	19360	19400	19452	19506	19561	19666	19722	19783
19289	19361	19401	19453	19507	19562	19667	19723	19784
19290	19362	19402	19454	19508	19563	19668	19724	19785
19291	19363	19403	19455	19509	19564	19669	19725	19786
19292	19364	19404	19456	19510	19565	19670	19726	19787

19788	19826	19852	19890	19934	19974			
19789	19827	19853	19891	19935	19975			
19790	19828	19854	19892	19936	19976			
19791	19829	19855	19893	19937	19977			
19792	19830	19856	19894	19938	19978			
19793	19831	19857	19895	19939	19979			
19794	19832	19858	19896	19940	19980			
19795	19833	19859	19897	19941	19981			
19796	19834	19860	19898	19942	19982			
19797	19835	19861	19899	19943	19983			
19798	19836	19862	19900	19944	19984			
19799	19837	19863	19901	19945	19985			
19800	19838	19864	19902	19946	19986			
19801	19839	19865	19903	19947	19987			
19802	19840	19866	19904	19948	19988			
19803	19841	19867	19905	19949	19989			
19804	19830	19868	19906	19950	19990			
19805	19831	19869	19907	19951	19991			
19806	19832	19870	19908	19952	19992			
19807	19833	19871	19909	19955	19993			
19808	19834	19872	19910	19956	19994			
19809	19835	19873	19911	19957	19995			
19810	19836	19874	19912	19958				
19811	19837	19875	19913	19959				
19812	19838	19876	19914	19960				
19813	19839	19877	19915	19961				
19814	19840	19878	19916	19962				
19815	19841	19879	19917	19963				
19816	19842	19880	19918	19964				
19817	19843	19881	19919	19965				
19818	19844	19882	19926	19966				
19819	19845	19883	19927	19967				
19820	19846	19884	19928	19968				
19821	19847	19885	19929	19969				
19822	19848	19886	19930	19970				
19823	19849	19887	19931	19971				
19824	19850	19888	19932	19972				
19825	19851	19889	19933	19973				

2008 and Previous Pre-Employment Backgrounds (Physical Files)

BOX 6	BOX 7	BOX 8	BOX 9	BOX 10	BOX 11	BOX 12	BOX 13	BOX 14
17265	17607	17966	18204	18219	18247	18331	18285	18638
17266	17608	17969	18205	18220	18248	18386	18440	18642
17292	17609	17970	18206	18221	18249	18388	18441	18643
17320	17617	17975	18207	18222	18250	18389	18442	18712
17332	17618	18065	18208	18223	18252	18393	18443	18713
17333	17637	18099	18209	18233	18253	18411	18444	18714
17334	17640	18101	18210	18235	18254	18413	18445	18715
17335	17642	18103	18211	18236	18257	18415	18458	18716
17336	17648	18104	18212	18237	18258	18417	18459	18899
17337	17649	18113	18213	18238	18264	18418	18543	18900
17406	17650	18114	18214	18239	18265	18419	18544	18902
17421	17652	18115	18215	18241	18267	18420	18545	18903
17422	17746	18116	18216	18243	18269	18421	18546	18904
17423	17750	18117	18217	18244	18278	18423	18547	18905
17424	17789	18118	18218	18245	18279	18424	18548	18906
17451	17790	18119			18280	18435	18551	18907
17453	17805	18133			18281	18436	18554	18908
17504	17834	18134			18283	18437	18636	18909
17507	17837	18135			18284	18438	18637	18911
17508	17838	18137			18287	18439		
17561	17867	18201			18290			
17579	17879	18202						
17588	17880	18203						
17598	17881							
17599								
17600								
17601								
17602								

2008 and Previous Employment Applications (Electronic Files)

18122	18321	18362	18483	18527	18596	18652	18692	18737
18123	18322	18363	18484	18528	18597	18653	18693	18738
18124	18323	18364	18485	18529	18598	18654	18694	18739
18125	18324	18365	18486	18530	18599	18655	18695	18740
18126	18325	18366	18487	18531	18600	18656	18696	18741
18127	18326	18367	18488	18532	18601	18657	18697	18742
18128	18327	18368	18489	18533	18602	18658	18698	18743
18129	18328	18369	18490	18534	18603	18659	18699	18744
18270	18329	18370	18491	18535	18604	18660	18700	18745
18273	18330	18371	18492	18536	18605	18661	18701	18746
18291	18331	18372	18493	18537	18606	18662	18702	18747
18292	18333	18373	18494	18538	18607	18663	18703	18748
18293	18334	18374	18495	18539	18608	18664	18704	18749
18294	18335	18375	18496	18540	18609	18665	18705	18750
18295	18336	18376	18497	18541	18610	18666	18706	18751
18296	18337	18377	18498	18571	18611	18667	18707	18752
18297	18338	18378	18499	18572	18612	18668	18708	18753
18298	18339	18379	18500	18573	18613	18669	18709	18754
18299	18340	18435	18502	18574	18614	18670	18710	18755
18300	18341	18462	18503	18575	18615	18671	18711	18756
18301	18342	18463	18504	18576	18616	18672	18717	18757
18302	18343	18464	18505	18577	18617	18673	18718	18758
18303	18344	18465	18507	18578	18618	18674	18719	18759
18304	18345	18466	18508	18579	18619	18675	18720	18760
18305	18346	18467	18510	18580	18620	18676	18721	18761
18306	18347	18468	18511	18581	18621	18677	18722	18762
18307	18348	18469	18512	18582	18622	18678	18723	18763
18308	18349	18470	18513	18583	18623	18679	18724	18764
18309	18350	18471	18514	18584	18624	18680	18725	18765
18310	18351	18472	18515	18585	18625	18681	18726	18766
18311	18352	18473	18516	18586	18626	18682	18727	18767
18312	18353	18474	18517	18587	18627	18683	18728	18768
18313	18354	18475	18518	18588	18628	18684	18729	18769
18314	18355	18476	18519	18589	18629	18685	18730	18770
18315	18356	18477	18520	18590	18646	18686	18731	18771
18316	18357	18478	18521	18591	18647	18687	18732	18772
18317	18358	18479	18522	18592	18648	18688	18733	18773
18318	18359	18480	18523	18593	18649	18689	18734	18774
18319	18360	18481	18524	18594	18650	18690	18735	18775
18320	18361	18482	18526	18595	18651	18691	18736	18776

18777	18817	18857	18897	18958	19036	19102	19142	19199
18778	18818	18858	18898	18959	19037	19103	19143	19200
18779	18819	18859	18916	18960	19038	19104	19144	19200
18780	18820	18860	18917	18961	19039	19105	19145	19202
18781	18821	18861	18918	18962	19040	19106	19146	19203
18782	18822	18862	18919	18971	19041	19107	19147	19204
18783	18823	18863	18920	18972	19042	19108	19148	19205
18784	18824	18864	18921	18973	19043	19109	19149	19206
18785	18825	18865	18922	18974	19044	19110	19150	19207
18786	18826	18866	18923	18975	19045	19111	19151	19208
18787	18827	18867	18924	18976	19046	19112	19152	19209
18788	18828	18868	18925	18981	19047	19113	19153	19210
18789	18829	18869	18926	18982	19055	19114	19154	19211
18790	18830	18870	18927	18983	19056	19115	19155	19212
18791	18831	18871	18928	18984	19057	19116	19161	19213
18792	18832	18872	18929	18985	19058	19117	19162	19214
18793	18833	18873	18930	18986	19059	19118	19163	19215
18794	18834	18874	18931	18987	19060	19119	19164	19216
18795	18835	18875	18932	18988	19061	19120	19165	19217
18796	18836	18876	18933	18989	19062	19121	19166	19218
18797	18837	18877	18934	18990	19063	19122	19167	19219
18798	18838	18878	18935	18991	19064	19123	19180	19220
18799	18839	18879	18940	18992	19065	19124	19181	19221
18800	18840	18880	18941	18993	19066	19125	19182	19222
18801	18841	18881	18942	19012	19067	19126	19183	19223
18802	18842	18882	18943	19013	19068	19127	19184	19224
18803	18843	18883	18944	19014	19069	19128	19185	19225
18804	18844	18884	18945	19015	19070	19129	19186	19227
18805	18845	18885	18946	19016	19071	19130	19187	19228
18806	18846	18886	18947	19017	19072	19131	19188	19229
18807	18847	18887	18948	19018	19073	19132	19189	19230
18808	18848	18888	18949	19019	19085	19133	19190	19239
18809	18849	18889	18950	19028	19093	19134	19191	19240
18810	18850	18890	18951	19029	19094	19135	19192	19241
18811	18851	18891	18952	19030	19095	19136	19193	19242
18812	18852	18892	18953	19031	19096	19137	19194	19243
18813	18853	18893	18954	19032	19097	19138	19195	19244
18814	18854	18894	18955	19033	19099	19139	19196	19245
18815	18855	18895	18956	19034	19100	19140	19197	19246
18816	18856	18896	18957	19035	19101	19141	19198	19247

19253	19293	19365	19417	19457	19511	19566	19671	19727
19254	19294	19366	19418	19458	19512	19567	19672	19730
19255	19295	19367	19419	19459	19513	19568	19673	19731
19256	19296	19368	19420	19460	19514	19569	19674	19732
19257	19297	19369	19421	19461	19515	19572	19675	19733
19258	19298	19370	19422	19462	19516	19573	19676	19734
19259	19299	19371	19423	19463	19517	19574	19677	19735
19260	19300	19372	19424	19464	19518	19575	19678	19736
19261	19333	19373	19425	19465	19519	19577	19679	19737
19262	19334	19374	19426	19466	19520	19578	19680	19738
19263	19335	19375	19427	19479	19521	19579	19681	19739
19264	19336	19376	19428	19480	19522	19580	19682	19740
19265	19337	19377	19429	19481	19523	19581	19683	19741
19266	19338	19378	19430	19482	19525	19582	19700	19742
19267	19339	19379	19431	19483	19526	19583	19701	19743
19268	19340	19380	19432	19484	19527	19646	19702	19744
19269	19341	19381	19433	19485	19528	19647	19703	19745
19270	19342	19382	19434	19486	19529	19648	19704	19746
19271	19343	19383	19435	19487	19530	19649	19705	19747
19272	19344	19384	19436	19489	19532	19650	19706	19748
19273	19345	19385	19437	19490	19533	19651	19707	19768
19274	19346	19386	19438	19491	19534	19652	19708	19769
19275	19347	19387	19439	19493	19535	19653	19709	19770
19276	19348	19388	19440	19494	19536	19654	19710	19771
19277	19349	19389	19441	19495	19537	19655	19711	19772
19278	19350	19390	19442	19496	19549	19656	19712	19773
19279	19351	19391	19443	19497	19551	19657	19713	19774
19280	19352	19392	19444	19498	19552	19658	19714	19775
19281	19353	19393	19445	19499	19553	19659	19715	19776
19282	19354	19394	19446	19500	19555	19660	19716	19777
19283	19355	19395	19447	19501	19556	19661	19717	19778
19284	19356	19396	19448	19502	19557	19662	19718	19779
19285	19357	19397	19449	19503	19558	19663	19719	19780
19286	19358	19398	19450	19504	19559	19664	19720	19781
19287	19359	19399	19451	19505	19560	19665	19721	19782
19288	19360	19400	19452	19506	19561	19666	19722	19783
19289	19361	19401	19453	19507	19562	19667	19723	19784
19290	19362	19402	19454	19508	19563	19668	19724	19785
19291	19363	19403	19455	19509	19564	19669	19725	19786
19292	19364	19404	19456	19510	19565	19670	19726	19787

19788	19826	19852	19890	19934	19974			
19789	19827	19853	19891	19935	19975			
19790	19828	19854	19892	19936	19976			
19791	19829	19855	19893	19937	19977			
19792	19830	19856	19894	19938	19978			
19793	19831	19857	19895	19939	19979			
19794	19832	19858	19896	19940	19980			
19795	19833	19859	19897	19941	19981			
19796	19834	19860	19898	19942	19982			
19797	19835	19861	19899	19943	19983			
19798	19836	19862	19900	19944	19984			
19799	19837	19863	19901	19945	19985			
19800	19838	19864	19902	19946	19986			
19801	19839	19865	19903	19947	19987			
19802	19840	19866	19904	19948	19988			
19803	19841	19867	19905	19949	19989			
19804	19830	19868	19906	19950	19990			
19805	19831	19869	19907	19951	19991			
19806	19832	19870	19908	19952	19992			
19807	19833	19871	19909	19955	19993			
19808	19834	19872	19910	19956	19994			
19809	19835	19873	19911	19957	19995			
19810	19836	19874	19912	19958				
19811	19837	19875	19913	19959				
19812	19838	19876	19914	19960				
19813	19839	19877	19915	19961				
19814	19840	19878	19916	19962				
19815	19841	19879	19917	19963				
19816	19842	19880	19918	19964				
19817	19843	19881	19919	19965				
19818	19844	19882	19926	19966				
19819	19845	19883	19927	19967				
19820	19846	19884	19928	19968				
19821	19847	19885	19929	19969				
19822	19848	19886	19930	19970				
19823	19849	19887	19931	19971				
19824	19850	19888	19932	19972				
19825	19851	19889	19933	19973				

Exhibit "A"
Internal Affairs Investigations
Documents Purged are at least Five Years Old

I.A. Case #	Date	Subject	
12-17	12/21/12	Dishonesty Discourtesy	
12-15	10/22/12	OIS	
13-01	01/05/13	OIS	
13-02	01/30/13	Improper Tactics	
13-04	05/10/13	Discourtesy, Force, False Imprisonment, Police Violation	
13-05(a)(b)	05/29/13	K-9	
13-06	Unk	Fuel Credit Card	
13-07	07/06/13	Internal	
98-04	4/13/98	Arrest	
Unk	6/12/06	OIS	
Unk	12/13/06	OIS	

Exhibit "A"
Supervisory Follow Ups
Documents Purged are at least Five Years Old
2012 & 2013

CERTIFICATION OF THE CITY CLERK

**WRITTEN PERMISSION OF THE SOUTH GATE CITY CLERK
AUTHORIZING THE DESTRUCTION OF CERTAIN RECORDS**

Permission is hereby granted to the City Clerk, South Gate, California, to destroy without copying, the records described in Exhibit "A."

This destruction of records conforms with the Government Code Section 34090 of the State of California.

Carmen Avalos, City Clerk

Dated: _____

APPROVED AS TO FORM:

Raul F. Salinas, City Attorney

RECEIVED

OCT 16 2018

City of South Gate
CITY COUNCIL

Item No. 3

CITY OF SOUTH GATE
OFFICE OF THE CITY MANAGER

4:30pm

AGENDA BILL

For the Regular Meeting of: October 23, 2018

Originating Department: Public Works

Department Director:

Arturo Cervantes

City Manager:

Michael Flad

SUBJECT: PURCHASE OF FOUR UTILITY SERVICE TRUCKS FROM THE NATIONAL AUTO FLEET GROUP, FOR THE DEPARTMENT OF PUBLIC WORKS

PURPOSE: The General Maintenance Division of the Public Works Department maintains vital public facilities. Reliability in service is a top priority; however, it is currently impacted by the Division's aging fleet. The City Council approved funding to replace four of the Division's vehicles. City Council action is necessary to authorize the purchase of the vehicles.

RECOMMENDED ACTIONS:

- a. Authorize the purchase of four Ford F350 utility trucks from National Auto Fleet Group through Sourcewell, in the budgeted amount of \$178,381; and
- b. Authorize the Mayor to execute the documents necessary to purchase the four Ford F350 utility trucks in forms acceptable to the City Attorney.

FISCAL IMPACT: Funds, in the amount of \$180,000.00, were included in the FY 2018/19 budget for this purchase in Account Number 523-710-12-9003 (Capital Asset & Equipment Replacement Fund – Public Works – Auto/Rolling Stock).

ANALYSIS: The Facilities Division operates a fleet of seven vehicles with an average age of 34 years. Some of the vehicles are in poor physical condition. They are unreliable and require frequent maintenance. Repairs are costly and sometimes exceed the value of the vehicles. Replacement parts are not readily available. In light of this, staff proposes to replace four of the Division's utility trucks.

BACKGROUND: The Public Works Department, General Maintenance Division (Division) maintains 48 buildings that provide a vital service such as parks and recreation buildings and playgrounds, municipal water facilities and buildings, Police Department facilities, City Hall and Civic Center. The Division provides a wide range of maintenance services such as plumbing, painting, electrical, and miscellaneous repairs. To provide these services daily, the Division depends on their fleet however it has aged and become unreliable.

The City Council budgeted \$180,000 to replace four of the most deteriorated vehicles, which are Unit Nos. 684, 651, 653 and 659. Staff is recommending purchasing F350 utility trucks. These service trucks are equipped with a utility body, are fuel efficient, have V8 engines, and 6-Speed Automatic Transmissions. They deliver the power required to haul tools and equipment used in maintenance. Reliability in services will increase and maintenance costs will decrease from replacing the vehicles.

|

To receive competitive pricing, it is recommended that the vehicles be purchased through a cooperative contract purchasing program offered by Sourcewell (formerly known as the National Joint Powers Alliance). Sourcewell cooperative contract purchasing leverages the national purchasing power of more than 50,000 member agencies while also streamlining the required purchasing process. As a municipal national contracting agency, Sourcewell establishes and provides nationally leveraged and competitively solicited purchasing contracts under the guidance of the Uniform Municipal Contracting Law. Joint Powers laws enable members to legally purchase through awarded contracts.

This approach to purchasing vehicles complies with the City's Municipal Code requirements, identified in Section 1.54.310. The code indicates, the City is allowed to use the competitive bid process that was already completed by another government agency rather than spending the valuable time and effort to repeat this process. While saving time and effort these contracts also provide the best pricing due to the competitive process.

- ATTACHMENTS:**
- A. Utility Service Truck Unit, Quote
 - B. Sourcewell Combined RFP
 - C. Sourcewell Acceptance and Award
 - D. National Auto Fleet Contract 120716

OH:lc



National Auto Fleet Group

A Division of Chevrolet of Watsonville

490 Auto Center Drive, Watsonville, CA 95076
(855) 289-6572 • (831) 480-8497 Fax
Fleet@NationalAutoFleetGroup.com

9/26/2018

Quote ID 8373

Mr. Osie Harrell
City of South Gate
4244 Santa Ana Street
South Gate, CA 90280

Dear Osie Harrell,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration. **Four (4) New/Unused (2019 Ford Super Duty F-350 SRW (X3E) XL 2WD SuperCab 168" WB 60" CA with Royal 9' Utility Body,**) and delivered to your specified location, each for

	(1) One Unit	(4) Four Unit's
Contract Price	\$ 32,050.12	\$ 128,200.48
Royal Quote	\$ 8,319.00	\$ 33,564.00
Tax (10.25%)	\$ 4,145.21	\$ 16,580.00
CA Tire Fee	\$ 8.75	\$ 35.00
Total	\$ 44,595.08	\$ 178,380.32

-per your attached specifications:

This vehicle(s) is available under the **Sourcewell (Formerly known as NJPA) Contract Number 120716-NAF**. Please reference this Contract Number on all Purchase Orders to National Auto Fleet Group. Payment terms are Net 30 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Jesse Cooper

National Fleet Manager

Office (855) 289-6572 / Fax (831) 480-8497



In order to Finalize your Quote, please submit this purchase packet to your governing body for Purchase Order Approval. Once you issue a Purchase Order please send by:

Fax: (831) 480-8497

**Mail: National Auto Fleet Group
490 Auto Center Drive
Watsonville, CA 95076**

Email: Fleet@nationalautofleetgroup.com

We will then send a W-9 if you need one

**Please contact our main office with any questions:
1-855-289-6572**

Vehicle Configuration Options



ROYAL TRUCK BODY

24200 S MAIN STREET
 CARSON, CA 90745
 PHONE: 562-633-9951
 FAX: 866-346-6103

QUOTATION		0283785	
DATE ENTERED	TRUCK ORIGIN	DATE REQUESTED	
9/26/2018	DLR-Drop		
WRITTEN BY	SALESMAN	TERR	DATE PROMISED
JP	JP	JP	
END USER (IF DIFFERENT THAN SOLD TO)			
CITY OF SOUTH GATE			

S NATIONAL AUTO FLEET GROUP		S CITY OF SOUTH GATE	
D 490 AUTO CENTER		H 4244 SANTA ANA STREET	
D WATSONVILLE, CA 95076		I South Gate, CA 90280	
		P	

CUST ORDER NO		TERMS	SHIP VIA		CUSTOMER NAME			CUSTOMER PHONE NO	
		02			RANDY LESTER				
MAKE TRUCK	YEAR	MODEL	COLOR	CA DIM	DUAL	SINGLE	DOOLEY	AUX TANK	ENGINEERED BY
Ford	19	X3E	WHITE	60		X		N	
STOCK NO	VIN NO.		BED WIDTH		COMPT DEPTH		OVERALL WIDTH		
			49		15		79		

QTY	PART NO / DESCRIPTION	UNIT PRICE	EXT PRICE
	<div style="border: 1px solid black; display: inline-block; padding: 2px;"> PURCHASE VO </div> <div style="border: 1px solid black; display: inline-block; padding: 2px; margin-left: 20px;"> PARTS VO </div>		
	2019MY FORD F350 SUPER CAB 4X2 60"CA GAS SRW		
1	40-VO-108 40"H ROYAL BODY w/OPEN TOP LIDS. SRW	5 691 0000	5 691 00
1	H-25C SERVICE BODY/COMBO CLASS 5 RECEIVER HITCH (2-1/2" RECEIVER TUBE) AND HITCH INSERT. 16,000 LBS GTW	415.0000	415 00
1	H-4 7 BLADE 4 PIN TRAILER CONNECTOR	156 0000	156 00
4	SP-ACC WHELEN FOUR CORNER STROBE VERTEX AMBER CORNER STROBES MOUNTED IN FRONT HEADLIGHTS & REAR OD BED ON END PANELS	950 0000	3 800 00
1	M-1 VISE BRACKET, 12" X 7", STAINLESS STEEL	304 0000	304 00

Continued



ROYAL TRUCK BODY

24200 S. MAIN STREET
 CARSON, CA 90745
 PHONE: 562-633-9951
 FAX: 866-346-6103

QUOTATION 0283785			
DATE ENTERED 9/26/2018	TRUCK ORIGIN DLR-Drop	DATE REQUESTED	
WRITTEN BY JP	SALESMAN JP	TERR JP	DATE PROMISED
END USER (IF DIFFERENT THAN SOLD TO) CITY OF SOUTH GATE			

S O L D	NATIONAL AUTO FLEET GROUP 490 AUTO CENTER WATSONVILLE, CA 95076	CUSTOMER NO NATFLEE	S CITY OF SOUTH GATE H 4244 SANTA ANA STREET I South Gate, CA 90280 P
------------------	---	------------------------	--

CUST ORDER NO	TERMS 02	SHIP VIA	CUSTOMER NAME RANDY LESTER	CUSTOMER PHONE NO
MAKE TRUCK Ford	YEAR 19	MODEL X3E	COLOR WHITE	CA DIM 60
DUAL	SINGLE X	DOOLEY	AUX TANK N	ENGINEERED BY
STOCK NO	VIN NO	BED WIDTH 49	COMPT DEPTH 15	OVERALL WIDTH 79

QTY	PART NO / DESCRIPTION	UNIT PRICE	EXT PRICE
1	SP-ACC PDI / WASH	250.0000	250.00
1	SP-ACC DELIVERY	75.0000	75.00
1	SP-ACC FILL TANK PRIOR TO DELIVERY	100.0000	100.00

THANK YOU FOR CHOOSING ROYAL TRUCK BODY!!!

DEPOSIT AMT _____ CHECK NO _____ DRIVER'S LIC _____ EXP DATE _____
 RELEASED BY _____ DATE _____ KEY NO _____
 RECEIVED BY _____ DATE _____

Freight:	0.00
Net Order:	8,391.00
Sales Tax:	0.00
GRAND TOTAL:	8,391.00

In Consideration of allowing you to remove your vehicle from our premises prior to full payment of the underlying work order, the undersigned hereby agrees that if any litigation arises out of this transaction the prevailing party shall be entitled to reimbursement for court costs and attorney's fees.

SALES ORDER # 0283785

7

ENGINE	
Code	Description
996	ENGINE: 6.2L 2-VALVE SOHC EFI NA V8 (FLEX-FUEL), (STD)
TRANSMISSION	
Code	Description
44P	TRANSMISSION: TORQSHIFT 6-SPEED AUTOMATIC (6R140), -inc: SelectShift (STD)
WHEELS	
Code	Description
64F	WHEELS: 18" ARGENT PAINTED STEEL, -inc: painted hub covers/center ornaments (STD)
TIRES	
Code	Description
TCH	TIRES: LT275/65RX18E BSW A/S, (STD)
PRIMARY PAINT	
Code	Description
Z1	OXFORD WHITE
PAINT SCHEME	
Code	Description
---	STANDARD PAINT
SEAT TYPE	
Code	Description
AS	MEDIUM EARTH GRAY, HD VINYL 40/20/40 SPLIT BENCH SEAT, -inc: center armrest, cupholder, storage and driver's side manual lumbar
AXLE RATIO	
Code	Description
X37	3.73 AXLE RATIO, (STD)
ADDITIONAL EQUIPMENT	
Code	Description
90L	POWER EQUIPMENT GROUP, -inc: Deletes passenger side lock cylinder, upgraded door-trim panel, Accessory Delay, Advanced Security Pack, SecuriLock Passive Anti-Theft System (PATS) and inclination/intrusion sensors, MyKey, owner controls feature, Remote Keyless Entry, Trailer Tow Mirrors w/Power Heated Glass, manual telescoping, heated convex spotter mirror and integrated clearance lamps/turn signals, Power Front & Rear Side Windows, 1-touch up/down driver/passenger window, Power Locks
76C	EXTERIOR BACKUP ALARM (PRE-INSTALLED), -inc: Custom accessory
872	REAR VIEW CAMERA & PREP KIT, -inc: cab wiring
OPTION PACKAGE	

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Code	Description
630A	ORDER CODE 630A

2019 Fleet/Non-Retail Ford Super Duty F-350 SRW XL 2WD SuperCab 168" WB 60" CA

WINDOW STICKER

2019 Ford Super Duty F-350 SRW XL 2WD SuperCab 168" WB 60" CA

CODE	MODEL	MSRP
X3E	2019 Ford Super Duty F-350 SRW XL 2WD SuperCab 168" WB 60" CA	\$35,985.00
OPTIONS		
996	ENGINE: 6.2L 2-VALVE SOHC EFI NA V8 (FLEX-FUEL), (STD)	\$0.00
44P	TRANSMISSION: TORQSHIFT 6-SPEED AUTOMATIC (6R140), -inc: SelectShift (STD)	\$0.00
64F	WHEELS: 18" ARGENT PAINTED STEEL, -inc: painted hub covers/center ornaments (STD)	\$0.00
TCH	TIRES: LT275/65RX18E BSW A/S, (STD)	\$0.00
Z1	OXFORD WHITE	\$0.00
—	STANDARD PAINT	\$0.00
AS	MEDIUM EARTH GRAY, HD VINYL 40/20/40 SPLIT BENCH SEAT, -inc: center armrest, cupholder, storage and driver's side manual lumbar	\$0.00
X37	3.73 AXLE RATIO, (STD)	\$0.00
90L	POWER EQUIPMENT GROUP, -inc: Deletes passenger side lock cylinder, upgraded door-trim panel, Accessory Delay, Advanced Security Pack, SecuriLock Passive Anti-Theft System (PATS) and inclination/intrusion sensors, MyKey, owner controls feature, Remote Keyless Entry, Trailer Tow Mirrors w/Power Heated Glass, manual telescoping, heated convex spotter mirror and integrated clearance lamps/turn signals, Power Front & Rear Side Windows, 1-touch up/down driver/passenger window, Power Locks	\$915.00
76C	EXTERIOR BACKUP ALARM (PRE-INSTALLED), -inc: Custom accessory	\$140.00
872	REAR VIEW CAMERA & PREP KIT, -inc: cab wiring	\$415.00
630A	ORDER CODE 630A	\$0.00

Please note selected options override standard equipment

SUBTOTAL	\$37,455.00
Advert/ Adjustments	\$0.00
Manufacturer Destination Charge	\$1,495.00
TOTAL PRICE	\$38,950.00

Est City: N/A MPG
 Est Highway: N/A MPG
 Est Highway Cruising Range: N/A mi

Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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Standard Equipment

MECHANICAL

Engine: 6.2L 2-Valve SOHC EFI NA V8 (Flex-Fuel)
Transmission: TorqShift 6-Speed Automatic (6R140) -inc: SelectShift
3.73 Axle Ratio
GVWR: 10,900 lb Payload Package Complete restrictions/requirements not available.
50-State Emissions System
Transmission w/Oil Cooler
Rear-Wheel Drive
72-Amp/Hr 650CCA Maintenance-Free Battery w/Run Down Protection
HD 200 Amp Alternator
Towing Equipment -inc: Harness and Trailer Sway Control
4970# Maximum Payload
HD Shock Absorbers
Front And Rear Anti-Roll Bars
Firm Suspension
Hydraulic Power-Assist Steering
40 Gal. Fuel Tank
Single Stainless Steel Exhaust
Front Suspension w/Coil Springs
Leaf Rear Suspension w/Leaf Springs
4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control
Upfitter Switches

EXTERIOR

Wheels: 18" Argent Painted Steel -inc: painted hub covers/center ornaments
Tires: LT275/65Rx18E BSW A/S
Clearcoat Paint
Black Front Bumper w/Black Rub Strip/Fascia Accent and 2 Tow Hooks
Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles
Black Manual Side Mirrors w/Manual Folding
Manual Extendable Trailer Style Mirrors
Fixed Rear Window
Light Tinted Glass
Variable Intermittent Wipers
Aluminum Panels
Black Grille
Front License Plate Bracket

//

Reverse Opening Rear Doors
Fully Automatic Aero-Composite Halogen Daytime Running Lights Preference Setting Headlamps w/Delay-Off
Cab Clearance Lights

ENTERTAINMENT

Radio: AM/FM Stereo -inc: 6-speakers
Radio w/Seek-Scan
Fixed Antenna
1 LCD Monitor In The Front

INTERIOR

4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement
4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement
60-40 Folding Split-Bench Front Facing Fold-Up Cushion Rear Seat
Manual Tilt/Telescoping Steering Column
Gauges -inc: Speedometer, Odometer, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp, Engine Hour Meter, Trip Odometer and Trip Computer
Fixed Rear Windows
Manual Air Conditioning
HVAC -inc: Underseat Ducts
Illuminated Locking Glove Box
Interior Trim -inc: Chrome Interior Accents
Full Cloth Headliner
Urethane Gear Shift Knob
HD Vinyl 40/20/40 Split Bench Seat -inc: center armrest, cupholder, storage and driver's side manual lumbar
Day-Night Rearview Mirror
Passenger Visor Vanity Mirror
2 12V DC Power Outlets
Full Overhead Console w/Storage and 2 12V DC Power Outlets
Front Map Lights
Fade-To-Off Interior Lighting
Full Vinyl/Rubber Floor Covering
Underhood Lights
Instrument Panel Bin and Covered Dashboard Storage
Manual 1st Row Windows
Systems Monitor
Trip Computer
Outside Temp Gauge
Analog Display

Seats w/Vinyl Back Material

Manual Adjustable Front Head Restraints and Manual Adjustable Rear Head Restraints

Air Filtration

SAFETY

Electronic Stability Control (ESC) And Roll Stability Control (RSC)

ABS And Driveline Traction Control

Side Impact Beams

Dual Stage Driver And Passenger Seat-Mounted Side Airbags

Low Tire Pressure Warning

Dual Stage Driver And Passenger Front Airbags w/Passenger Off Switch

Outboard Front Lap And Shoulder Safety Belts -inc: Height Adjusters

Safety Canopy System Curtain 1st And 2nd Row Airbags



National Joint Powers Alliance® (herein NJPA)

REQUEST FOR PROPOSAL (herein RFP)

for the procurement of

VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES

RFP Opening

DECEMBER 8, 2016

8:30 a.m. Central Time

At the offices of the

National Joint Powers Alliance®

202 12th Street Northeast, Staples, MN 56479

RFP #120716

The National Joint Powers Alliance® (NJPA), on behalf of NJPA and its current and potential member agencies, which includes all governmental, higher education, K-12 education, not-for-profit, tribal government, and all other public agencies located in all fifty states, Canada, and internationally, issues this Request For Proposal (RFP) to result in a national contract solution for the procurement of #120716 VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES. Details of this RFP are available beginning October 21, 2016. Details may be obtained by letter of request to Jonathan Yahn, NJPA, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479, or by e-mail at RFP@njpacoop.org. Proposals will be received until December 7, 2016 at 4:30 p.m. Central Time at the above address and opened December 8, 2016 at 8:30 a.m. Central Time.

RFP Timeline

- October 21, 2016** Publication of RFP in the print and online version of *USA Today*, in the print and online version of the *Salt Lake Tribune* within the State of Utah, in the print and online version of the *Daily Journal of Commerce* within the State of Oregon (note to OR entities: this pertains to <http://www.njpacoop.org/oregon-advertising>), in the print and online version of *The State* within the State of South Carolina, the NJPA website, MERX, Noticetobidders.com, PublicPurchase.com, Biddingo, and Onvia.
- November 16, 2016** Pre-Proposal Conference (the webcast/conference call). The connection information will be sent to all inquirers two business days before the conference.
- November 30, 2016** Deadline for RFP questions.
- December 7, 2016** Deadline for Submission of Proposals. Late responses will be returned unopened.
- December 8, 2016** Public Opening of Proposals.
- 10:00 a.m. CT
- 4:30 p.m. CT
- 8:30 a.m. CT

Direct questions regarding this RFP to: Jonathan Yahn at jonathan.yahn@njpacoop.org or (218)895-4144.

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1 DEFINITIONS

A. CONTRACT

Contract means this RFP, current pricing information, fully executed Forms C, D, F, & P from the Proposer's response pursuant to this RFP, and a fully executed Form E ("Acceptance and Award") with final terms and conditions. Form E will be executed after a formal award and will provide final clarification of terms and conditions of the award.

B. PROPOSER

A Proposer is a company, person, or entity delivering a timely response to this RFP. This RFP may also use the terms "respondent" or "proposed Vendor," which is interchangeable with Proposer as the context allows.

C. SOURCED GOOD or OPEN MARKET ITEM

A Sourced Good or Open Market Item is a product within the RFP's scope 1) that is not currently available under the Vendor's NJPA contract, 2) that a member wants to buy under contract from an awarded Vendor, and 3) that is generally deemed incidental to the total transaction or purchase of contract items.

D. VENDOR

A Proposer whose response has been awarded a contract pursuant to this RFP.

2 ADVERTISEMENT OF RFP

2.1 NJPA advertises this solicitation: 1) in the hard copy print and online editions of the USA Today; 2) once each in Oregon's Daily Journal of Commerce, South Carolina's The State and Utah's Salt Lake Tribune; 3) on NJPA's website; and 4) on other third-party websites deemed appropriate by NJPA. Other third-party advertisers may include Onvia, PublicPurchase.com, MERX, and Biddingo.

2.2 NJPA also notifies and provides solicitation documentation to each state-level procurement departments for possible re-posting of the solicitation within their systems and at their option for future use and to meet specific state requirements.

3 INTRODUCTION

A. ABOUT NJPA

3.1 The National Joint Powers Alliance® (NJPA) is a public agency serving as a national municipal contracting agency established under the Service Cooperative statute by Minnesota Legislative Statute §123A.21 with the authority to develop and offer, among other services, cooperative procurement services to its membership. Eligible membership and participation includes states, cities, counties, all government agencies, both public and non-public educational agencies, colleges, universities and non-profit organizations.

3.2 Under the authority of Minnesota state laws and enabling legislation, NJPA facilitates a competitive solicitation and contracting process on behalf of the needs of itself and the needs of current and potential member agencies nationally. This process results in national procurement contracts with various Vendors of products/equipment and services which NJPA Member agencies desire to procure. These procurement contracts are created in compliance with applicable Minnesota Municipal Contracting Laws. A complete listing of NJPA cooperative procurement contracts can be found at www.njpacoop.org.

3.3 NJPA is a public agency governed by publicly elected officials that serve as the NJPA Board of Directors. NJPA's Board of Directors oversees and authorizes the calls for all new proposals and holds those resulting Contracts for the benefit of its own and its Members use.

3.4 NJPA currently serves over 50,000 member agencies nationally. Both membership and utilization of NJPA contracts continue to expand, due in part to the increasing acceptance of Cooperative Purchasing throughout the government and education communities nationally.

B. JOINT EXERCISE OF POWERS LAWS

3.5 NJPA cooperatively shares those contracts with its Members nationwide through various Joint Exercise of Powers Laws or Cooperative Purchasing Statutes established in Minnesota, other states and Canadian provinces. The Minnesota Joint Exercise of Powers Law is Minnesota Statute §471.59 which states "Two or more governmental units...may jointly or cooperatively exercise any power common to the contracting parties..." This Minnesota Statute allows NJPA to serve Member agencies located in all other states. Municipal agencies nationally can participate in cooperative purchasing activities under their own state law. These laws can be found on our website at <http://www.njpacoop.org/national-cooperative-contract-solutions/legal-authority/>.

C. WHY RESPOND TO A NATIONAL COOPERATIVE PROCUREMENT CONTRACT

3.6 National Cooperative Procurement Contracts create value for Municipal and Public Agencies, as well as for Vendors of products/equipment and services in a variety of ways:

3.6.1 National cooperative contracts potentially save time and effort for municipal and public agencies, who otherwise would have to solicit vendor responses to individual RFPs, resulting in individual contracts, to meet the procurement needs of their respective agencies. Considerable time and effort is also potentially saved by the Vendors who would have had to otherwise respond to each of those individual RFPs. A single, nationally advertised RFP, resulting in a single, national cooperative contract can potentially replace thousands of individual RFPs for the same equipment/products/services that might have been otherwise advertised by individual NJPA member agencies.

3.6.2 NJPA contracts offer our Members nationally leveraged volume purchasing discounts. Our contract terms and conditions offer the opportunity for Vendors to recognize individual member procurement volume commitment through additional volume based contract discounts.

3.7 State laws that permit or encourage cooperative purchasing contracts do so with the belief that cooperative efficiencies will result in lower prices, better overall value, and considerable time savings.

3.8 The collective purchasing power of thousands of NJPA Member agencies nationwide offers the opportunity for volume pricing discounts. Although no sales or sales volume is guaranteed by an NJPA Contract resulting from this RFP, substantial volume is anticipated and volume pricing is requested and justified.

3.9 NJPA and its Members desire the best value for their procurement dollar as well as a competitive price. Vendors have the opportunity to display and highlight value-added attributes of their company, equipment/products and services without constraints of a typical individual proposal process.

D. THE INTENT OF THIS RFP

3.10. National contract awarded by NJPA: NJPA seeks the most responsive and responsible Vendor relationship(s) to reflect the best interests of NJPA and its Member agencies. Through a competitive proposal and evaluation process, the NJPA Proposal Evaluation Committee recommends vendors for a national contract awarded by the action of the NJPA Chief Procurement Officer. NJPA's primary intent is to establish and provide a national cooperative procurement contract that offer opportunities for NJPA and our current and potential Member agencies throughout the United States and Canada to procure quality product/equipment and services as desired and needed. The contracts will be marketed nationally through a cooperative effort between the awarded vendor(s) and NJPA. Contracts are expected to offer price levels reflective of the potential and collective volume of NJPA and the nationally established NJPA membership base.

3.11 Beyond our primary intent, NJPA further desires to:

3.11.1 Award a four-year contract with a fifth-year contract option resulting from this RFP. Any fifth-year extension is exercised at NJPA's discretion and results from NJPA's contracting needs or from Member requests; this extension is not intended merely to accommodate an awarded Vendor's request. If NJPA grants a fifth-year extension, it may also terminate the contract (or cause it to expire) within the fifth year if the extended contract is replaced by a resolicited or newly solicited contract. In exigent circumstances, NJPA may petition NJPA's Board of Directors to extend the contract term beyond five years. This rarely used procedure should be employed only to avoid a gap in contract coverage while a replacement contract is being solicited;

3.11.2 Offer and apply any applicable technological advances throughout the term of a contract resulting from this RFP;

3.11.3 Deliver “Value Added” aspects of the company, equipment/products and services as defined in the “Proposer’s Response”;

3.11.4 Deliver a wide spectrum of solutions to meet the needs and requirements of NJPA and NJPA Member agencies; and

3.11.5 Award an exclusive contract to the most responsive and responsible vendor when it is deemed to be in the best interest of NJPA and the NJPA Member agencies.

3.12 Exclusive or Multiple Awards: Based on the scope of this RFP and on the responses received, NJPA may award either an exclusive contract or multiple contracts. In some circumstances, a single national supplier may best meet the needs of NJPA Members; in other situations, multiple vendors may be in the best interests of NJPA and the NJPA Members and preferred by NJPA to provide the widest array of solutions to meet the member agency’s needs. NJPA retains sole discretion to determine which approach is in the best interests of NJPA Member agencies.

3.13 Non-Manufacturer Awards: NJPA reserves the right to make an award under this RFP to a non-manufacturer or dealer/distributor if such action is in the best interests of NJPA and its Members.

3.14 Manufacturer as a Proposer: If the Proposer is a manufacturer or wholesale distributor, the response received will be evaluated on the basis of a response made in conjunction with that manufacturer’s authorized dealer network. Unless stated otherwise, a manufacturer or wholesale distributor Proposer is assumed to have a documented relationship with their dealer network where that dealer network is informed of, and authorized to accept, purchase orders pursuant to any Contract resulting from this RFP on behalf of the manufacturer or wholesale distributor Proposer. Any such dealer will be considered a sub-contractor of the Proposer/Vendor. The relationship between the manufacturer and wholesale distributor Proposer and its dealer network may be proposed at the time of the submission if that fact is properly identified.

3.15 Dealer/Reseller as a Proposer: If the Proposer is a dealer or reseller of the products and/or services being proposed, the response will be evaluated based on the Proposer’s authorization to provide those products and services from their manufacturer. When requested by NJPA, Proposers must document their authority to offer those products and/or services.

E. SCOPE OF THIS RFP

3.16 Scope: The scope of this RFP is to award a contract to a qualifying vendor defined as a manufacturer, provider, or dealer/distributor, established as a Proposer, and deemed responsive and responsible through our open and competitive proposal process. Vendors will be awarded contracts based on the proposal and responders demonstrated ability to meet the expectations of the RFP and demonstrate the overall highest valued solutions which meet and/or exceed the current and future needs and requirements of NJPA and its Member agencies nationally within the scope of **VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES.**

3.17 Additional Scope Definitions: For purposes of the scope of this solicitation:

3.17.1 In addition to **VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES,** **this solicitation should be read to include, but not to be limited to:**

3.17.1.1 Automobile Category: mini, subcompact, compact, coupe, sedan, gas, diesel, hybrid, electric, alternative fuel

Utility Category: two-wheel drive, four-wheel drive, gas, diesel, hybrid, electric, alternative fuel

Van Category: cargo, passenger, gas, diesel, hybrid, electric, alternative fuel

Police, Safety and Rescue Category: mini, subcompact, compact, coupe, sedan, van, utility, truck, motorcycle, gas, diesel, hybrid, electric, alternative fuel
Truck Category: half ton, three-quarter ton, one ton, gas, diesel, hybrid, electric, alternative fuel.

3.17.2 NJPA reserves the right to limit the scope of this solicitation for NJPA and current and potential NJPA member agencies.

3.17.2.1 RFP respondents may include in their response vehicles that are larger than the vehicles listed in Section 3.17.1.1 above, provided that these offerings are merely complementary to the respondent's primary offering.

Respondents may include "related equipment, accessories, and services" in their response to the extent that these solutions are an incidental portion of their proposal. The primary focus of this solicitation is on vehicles, cars, vans, SUVs, and light trucks and not on a respondent's ability to provide turnkey solutions by upfitting for a particular purpose.

This RFP should NOT be construed to include responses that contain school buses or city transit vehicles. Any portions of a response including such solutions will be disregarded.

3.18 **Overlap of Scope:** When considering equipment/products/services, or groups of equipment/products/services submitted as a part of your response, and whether inclusion of such will fall within a "Scope of Proposal," please consider the validity of an inverse statement.

3.18.1 For example, pencils and post-it-notes can generally be classified as office supplies and office supplies generally include pencils and post-it-notes.

3.18.2 In contrast, computers (PCs and peripherals) can generally be considered office supplies; however, the scope of office supplies does not generally include computer servers and infrastructure.

3.18.3 In conclusion: With this in mind, individual products and services must be examined individually by NJPA, from time to time and in its sole discretion, to determine their compliance and fall within the original "Scope" as intended by NJPA.

3.19 **Best and Most Responsive – Responsible Proposer:** It is the intent of NJPA to award a Contract to the best and most responsible and responsive Proposer(s) offering the best overall quality and selection of equipment/products and services meeting the commonly requested specifications of the NJPA and NJPA Members, provided the Proposer's Response has been submitted in accordance with the requirements of this RFP. Qualifying Proposers who are able to anticipate the current and future needs and requirements of NJPA and NJPA member agencies; demonstrate the knowledge of any and all applicable industry standards, laws and regulations; and possess the willingness and ability to distribute, market to and service NJPA Members in all 50 states are preferred. NJPA requests proposers submit their entire product line as it applies and relates to the scope of this RFP.

3.20 **Sealed Proposals:** NJPA will receive sealed proposal responses to this RFP in accordance with accepted standards set forth in the Minnesota Procurement Code and Uniform Municipal Contracting Law. Awards may be made to responsible and responsive Proposers whose proposals are determined in writing to be the most advantageous to NJPA and its current or qualifying future NJPA Member agencies.

3.21 **Use of Contract:** Any Contract resulting from this solicitation shall be awarded with the understanding that it is for the sole convenience of NJPA and its Members. NJPA and/or its members reserve the right to

obtain like equipment/products and services solely from this contract or from another contract source of their choice or from a contract resulting from their own procurement process.

3.22 Awarded Vendor's interest in a contract resulting from this RFP: Awarded Vendors will be able to offer to NJPA, and current and potential NJPA Members, only those products/equipment and services specifically awarded on their NJPA Awarded Contract(s). Awarded Vendors may not offer as "contract compliant," products/equipment and services which are not specifically identified and priced in their NJPA Awarded Contract.

3.23 Sole Source of Responsibility- NJPA desires a "Sole Source of Responsibility" Vendor. This means that the Vendor will take sole responsibility for the performance of delivered equipment/products/ services. NJPA also desires sole responsibility with regard to:

3.23.1 Scope of Equipment/Products/Services: NJPA desires a provider for the broadest possible scope of products/equipment and services being proposed over the largest possible geographic area and to the largest possible cross-section of NJPA current and potential Members.

3.23.2 Vendor use of sub-contractors in sourcing or delivering equipment/product/services: NJPA desires a single source of responsibility for equipment/products and services proposed. Proposers are assumed to have sub-contractor relationships with all organizations and individuals whom are external to the Proposer and are involved in providing or delivering the equipment/products/services being proposed. Vendor assumes all responsibility for the equipment/products/services and actions of any such Sub-Contractor. Suggested Solutions Options include:

3.24.1 Multiple solutions to the needs of NJPA and NJPA Members are possible. Examples could include:

3.24.1.1 Equipment/Products Only Solution: Equipment/Products Only Solution may be appropriate for situations where NJPA or NJPA Members possess the ability, either in-house or through local third party contractors, to properly install and bring to operation those equipment/products being proposed.

3.24.1.2 Turn-Key Solutions: A Turn-Key Solution is a combination of equipment/products and services that provides a single price for equipment/products, delivery, and installation to a properly operating status. Generally this is the most desirable solution because NJPA and NJPA Members may not possess, or desire to engage, personnel with the necessary expertise to complete these tasks internally or through other independent contractors

3.24.1.3 Good, Better, Best: Where appropriate and properly identified, Proposers may offer the choice "of good, better, best" multiple-grade solutions to meet NJPA Members' needs.

3.24.1.4 Proven – Accepted – Leading-Edge Technology: Where appropriate and properly identified, Proposers may provide a spectrum of technology solutions to complement or enhance the proposed solutions to meet NJPA Members' needs.

3.24.2 If applicable, Contracts will be awarded to Proposer(s) able to deliver a proposal meeting the entire needs of NJPA and its Members within the scope of this RFP. NJPA prefers Proposers submit their complete product line of products and services described in the scope of this RFP. NJPA reserves the right to reject individual, or groupings of specific equipment/products and services proposals as a part of the award.

3.25 Geographic Area to be Proposed: This RFP invites proposals to provide VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES to NJPA and NJPA Members throughout the entire United States and possibly internationally. Proposers will be expected to express willingness to explore service to NJPA Members located abroad; however the lack of ability to serve Members outside of the United States will not be cause for non-award. The ability and willingness to serve Canada, for instance, will be viewed as a value-added attribute.

3.26 Contract Term: At NJPA's option, a Contract resulting from this RFP will become effective either on the date awarded by the NJPA Board of Directors or on the day following the expiration date of an existing NJPA procurement contract for the same or similar product/equipment and services.

3.26.1 NJPA is seeking a Contract base term of four years as allowed by Minnesota Contracting Law. Full term is expected. However, one additional one-year renewal/extension may be offered by NJPA to Vendor beyond the original four year term if NJPA deems such action to be in the best interests of NJPA and its Members. NJPA reserves the right to conduct periodic business reviews throughout the term of the contract.

3.27 Minimum Contract Value: NJPA anticipates considerable activity resulting from this RFP and subsequent award; however, no commitment of any kind is made concerning actual quantities to be acquired. NJPA does not guarantee usage. Usage will depend on the actual needs of the NJPA Members and the value of the awarded contract.

3.28 [This section is intentionally blank.]

3.29 Contract Availability: This Contract must be available to all current and potential NJPA Members who choose to utilize this NJPA Contract to include all governmental and public agencies, public and private primary and secondary education agencies, and all non-profit organizations nationally.

3.30 Proposer's Commitment Period: In order to allow NJPA the opportunity to evaluate each proposal thoroughly, NJPA requires any response to this solicitation be valid and irrevocable for ninety (90) days after the date proposals are opened.

F. EXPECTATIONS FOR EQUIPMENT/PRODUCTS AND SERVICES BEING PROPOSED

3.31 Industry Standards: Except as contained herein, the specifications or solutions for this RFP shall be those accepted guidelines set forth by the [VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES] industry, as they are generally understood and accepted within that industry across the nation. Submitted products/equipment, related services and accessories, and their warranties and assurances are required to meet and/or exceed all current, traditional and anticipated standards, needs, expectations, and requirements of NJPA and its Members.

3.31.1 Deviations from industry standards must be identified by the Proposer and explained how, in their opinion, the equipment/products and services they propose will render equivalent functionality, coverage, performance, and/or related services. Failure to detail all such deviations may comprise sufficient grounds for rejection of the entire proposal.

3.31.2 Technical Descriptions/Specifications. Excessive technical descriptions and specifications that unduly enlarge the proposal response may cause NJPA to reduce the evaluation points awarded on Form G. Proposers must supply sufficient information to:

3.31.2.1 demonstrate the Proposer's knowledge of industry standards and Member agency needs and expectations;

3.31.2.2 identify the equipment/products and services being proposed as applicable to the needs and expectations of NJPA Member agencies; and

3.31.2.3 differentiate equipment/products and services from other industry manufacturers and providers.

3.32 New Current Model Equipment/Products: Proposals submitted shall be for new, current model equipment/products and services with the exception of certain close-out products allowed to be offered on the Proposer's "Hot List" described herein.

3.33 Compliance with laws and standards: All items supplied on this Contract shall comply with any current applicable safety or regulatory standards or codes.

3.34 Delivered and operational: Products/equipment offered herein are to be proposed based upon being delivered and operational at the NJPA Member's site. Exceptions to "delivered and operational" must be clearly disclosed in the "Total Cost of Acquisition" section of the proposal.

3.35 Warranty: The Proposer warrants that all products, equipment, supplies, and services delivered under this Contract shall be covered by the industry standard or better warranty. All products and equipment should carry a minimum industry standard manufacturer's warranty that includes materials and labor. The Proposer has the primary responsibility to submit product specific warranty as required and accepted by industry standards. Dealer/Distributors agree to assist the purchaser in reaching a solution in a dispute over warranty's terms with the manufacturer. Any manufacturer's warranty that is effective past the expiration of the warranty will be passed on to the NJPA member. Failure to submit a minimum warranty may result in non-award.

3.36 Additional Warrants: The Proposer warrants that all products/equipment and related services furnished hereunder will be free from liens and encumbrances; defects in design, materials, and workmanship; and will conform in all respects to the terms of this RFP including any specifications or standards. In addition, Proposer/Vendor warrants the products/equipment and related services are suitable for and will perform in accordance with the ordinary use for which they are intended.

G. SOLUTIONS-BASED SOLICITATION

3.37 The NJPA solicitation and contract award process is not based on detailed specifications. Instead, this RFP is a "Solutions-Based Solicitation." NJPA expects respondents to understand and anticipate the current and future needs of NJPA and its members—within the scope of this RFP—and to propose solutions that are commonly desired or required by law or industry standards. Proposal will be evaluated in part on your demonstrated ability to meet or exceed the needs and requirements of NJPA and our member agencies within the defined scope of this RFP.

3.38 While NJPA does not typically provide product and service specifications, the RFP may contain scope refinements and industry-specific questions. Where specific items are specified, those items should be considered the minimum required, which the proposal can exceed in order to meet Members' needs. NJPA may award all of the respondent's proposal or may limit the award to a subset of the proposal.

4 INSTRUCTIONS FOR PREPARING YOUR PROPOSAL

A. INQUIRY PERIOD

4.1 The inquiry period begins on the date of first advertisement and continues until to the Deadline for Submission." RFP packages will be distributed to potential Vendors during the inquiry period.

B. PRE-PROPOSAL CONFERENCE

4.2 A pre-proposal conference will be held at the date and time specified in the timeline on page one of this RFP. Conference information will be sent to all potential Proposers, and attendance is optional. The purpose of this conference is to allow potential Proposers to ask questions regarding this RFP and NJPA's competitive contracting process. Only answers issued in writing by NJPA to questions asked before or during the pre-proposal conference are binding on the parties to an awarded contract.

C. IDENTIFICATION OF KEY PERSONNEL

4.3 Awarded Vendors will designate one senior staff member to represent the Vendor to NJPA. This contact person will correspond with members for technical assistance, questions, or concerns that may arise, including instructions regarding different contacts for different geographical areas or product lines.

4.4 These designated individuals should also act as the primary contact for marketing, sales, and any other area deemed essential by the Proposer and NJPA.

D. PROPOSER'S EXCEPTIONS TO TERMS AND CONDITIONS

4.5 Any exceptions, deviations, or contingencies regarding this RFP that a Proposer requests must be documented on Form C, Exceptions To Proposal, Terms, Conditions And Solutions Request.

4.6 Exceptions, deviations or contingencies requested in the Proposer's response, while possibly necessary in the view of the Proposer, may result in lower scoring or disqualification of a proposal.

E. PROPOSAL FORMAT

4.7 All Proposers must examine the entire RFP package to seek clarification of any item or requirement that may not be clear and to check all responses for accuracy before submitting a proposal.

4.8 All proposals must be properly labeled and sent to "The National Joint Powers Alliance, 202 12th Street NE Staples, MN 56479."

4.9 All proposals must be physically delivered to NJPA at the above address with all required hard copy documents and signature forms/pages inserted as loose pages at the front of the Vendor's response. The proposal must include these items.

4.9.1 Hard copy original of completed, signed, and dated Forms C, D, F; hard copy of the signed signature-page only from Forms A and P from this RFP;

4.9.2 Signed hard copies of all addenda issued for the RFP;

4.9.3 Hard copy of Certificate of Insurance verifying the coverage identified in this RFP; and

4.9.4 A complete copy of your response on a flash drive (or other approved electronic means). The electronic copy must contain completed Forms A, B, C, D, F, and P, your statement of products and pricing (including apparent discount), and all appropriate attachments. In order to ensure that your full response is evaluated, you must provide an electronic version of any material that you provide in a hard copy format.

As a public agency, NJPA's proposals, responses, and awarded contracts are a matter of public record, except for such data that is classified as nonpublic. Accordingly, public data is available for review through a properly submitted public records request. To redact nonpublic information from your proposal (under Minnesota Statute §13.37), you must make your request within thirty (30) days of the contract award or non-award date.

4.10 All Proposal forms must be submitted in English and must be legible. All appropriate forms must be executed by an authorized signatory of the Proposer. Blue ink is preferred for signatures.

4.11 Proposal submissions should be submitted using the electronic forms provided. Proposers that use alternative documents are responsible for ensuring that the content is substantially similar to the NJPA form and that the document is readable by NJPA.

4.12 The Proposer must ensure that the proposal is in the physical possession of NJPA before the submission deadline.

4.12.1 Proposals must be submitted in a sealed envelope or box properly addressed to NJPA and prominently identifying the proposal number, proposal category name, the message “**Hold for Proposal Opening,**” and the deadline for proposal submission. NJPA is not responsible for untimely proposals. Proposals received by the deadline for proposal submission will be opened and the name of each Proposer and other appropriate information will be publicly read.

4.13 Proposers are responsible for checking directly with the NJPA website for any addendums to this RFP. Addendums to this RFP can change the terms and conditions of the RFP, including the proposal submission deadline.

F. QUESTIONS AND ANSWERS ABOUT THIS RFP

4.14 Upon examination of this RFP document, Proposer should promptly notify NJPA of any ambiguity, inconsistency, or error they may discover. Interpretations, corrections, and changes to this RFP will be considered by NJPA through a written addendum. Interpretations, corrections, or changes that are made in any other manner are not binding, and Proposers must not rely on them.

4.15 Submit all questions about this RFP, in writing, referencing **VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES** to Jonathan Yahn at NJPA 202 12th Street NE, Staples, MN 56479 or to RFP@njpacoop.org. You may also call Jonathan Yahn at (218) 895-4144. NJPA urges potential Proposers to communicate all concerns well in advance of the submission deadline to avoid misunderstandings. Questions received within seven (7) days before the submission deadline generally cannot be answered. NJPA may, however, field purely procedural questions, questions about NJPA-issued addenda, or questions involving a Proposer withdrawing its response before the RFP submission deadline.

4.16 If NPJA deems that its answer to a question has a material impact on other potential Proposers or on the RFP itself, NJPA will create an addendum to this RFP.

4.17 If NJPA deems that its answer to a question merely clarifies the existing terms and conditions and does not have a material impact on other potential Proposers or the RFP itself, no further documentation of that question is required.

4.18 Addenda are written instruments issued by NJPA that modify or interpret the RFP. All addenda issued by NJPA become a part of the RFP. Addenda will be delivered to all Potential Proposers using the same method of delivery of the original RFP material. NJPA accepts no liability in connection with the delivery of any addenda. Copies of addenda will also be made available on the NJPA website at www.njpacoop.org (under “Current and Pending Solicitations”) and from the NJPA offices. All Proposers must acknowledge their receipt of all addenda in their proposal response.

4.19 Any amendment to a submitted proposal must be in writing and must be delivered to NJPA by the RFP submission deadline.

4.20 through 4.21 [These sections are intentionally blank.]

G. MODIFICATION OR WITHDRAWAL OF A SUBMITTED PROPOSAL

4.22 A submitted proposal must not be modified, withdrawn, or cancelled by the Proposer for a period of ninety (90) days following the date proposals were opened. Before the deadline for submission of proposals, any proposal submitted may be modified or withdrawn by notice to the NJPA Contracts and Compliance Manager. Such notice must be submitted in writing and must include the signature of the Proposer. The notice must be delivered to NJPA before the deadline for submission of proposals and must be so worded as not to reveal the content of the original proposal. The original proposal will not be physically returned to the potential Proposer until after the official proposal opening. Withdrawn proposals may be resubmitted up to the time designated for the receipt of the proposals if they fully conform with the proposal instructions.

H. PROPOSAL OPENING PROCEDURE

4.23 Sealed and properly identified responses for this RFP entitled **VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES** will be received by Jonathan Yahn, Contracts and Compliance Manager, at NJPA Offices, 202 12th Street NE, Staples, MN 56479 until the deadline identified on page one of this RFP. All Proposal responses must be submitted in a sealed package. The outside of the package must plainly identify **VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES** and the RFP number. To avoid premature opening, the Proposer must label the Proposal response properly. **NJPA documents the receipt of proposals by immediately time- and date-stamping them with an atomic clock.** At the time of the public opening, the NJPA Director of Contracts and Marketing or a representative from the NJPA Proposal Evaluation Committee will read the Proposer's names aloud and will determine whether each submission has met Level-1 responsiveness.

I. NJPA'S RIGHTS RESERVED

4.24 NJPA may exercise the following rights with regard to the RFP.

4.24.1 Reject any and all proposals received in response to this RFP;

4.24.2 Disqualify any Proposer whose conduct or proposal fails to conform to the requirements of this RFP;

4.24.3 Duplicate without limitation all materials submitted for purposes of RFP evaluation, and duplicate all public information in response to data requests regarding the proposal;

4.24.4 Consider and accept for evaluation a late modification of a proposal if 1) the proposal itself was submitted on time, 2) the modifications were requested by NJPA, and 3) the modifications make the terms of the proposal more favorable to NJPA or its members;

4.24.5 Waive any non-material deviations from the requirements and procedures of this RFP;

4.24.6 Extend the Contract, in increments determined by NJPA, not to exceed a total Contract term of five years;

4.24.7 Cancel the Request for Proposal at any time and for any reason with no cost or penalty to NJPA;

4.24.8 Correct or amend the RFP at any time with no cost or penalty to NJPA. If NJPA corrects or amends any segment of the RFP after submission of proposals and before the announcement of the awarded Vendor, all proposers will be afforded a reasonable opportunity to revise their proposals in order to accommodate the RFP amendment and the new submission dates. NJPA will not be liable for any errors in the RFP or other responses related to the RFP; and

4.24.9 Extend proposal due dates.

5

PRICING

5.1 NJPA requests that potential Proposers respond to this RFP only if they are able to offer a wide array of products and services at lower prices and with better value than what they would ordinarily offer to a single government agency, a school district, or a regional cooperative.

5.2 This RFP requests pricing for an indefinite quantity of products or related services with potential national sales distribution and service. While most RFP categories represent significant sales opportunities, NJPA makes no guarantees about the quantity of products or services that members will purchase. **The estimated annual value of this contract is \$150 Million. Vendors are expected to anticipate additional volume of potential government, education and non-profit agencies that would find value in a NJPA national contract awarded by NJPA.**

5.3 Regardless of the payment method selected by NJPA or an NJPA member, the total cost associated with any purchase option of the products and services must always be disclosed in the proposal and at the time of purchase.

5.4 All proposers must submit "Primary Pricing" in the form of either "Line-Item Pricing," or "Percentage Discount from Catalog Pricing," or a combination of these pricing strategies. Proposers are also encouraged to offer optional pricing strategies such as "Hot List," "Sourced Products," and "Volume Discounts," as well as financing options such as leasing. All pricing documents should include a clear effective date.

A. LINE-ITEM PRICING

5.5 Line-item pricing is a pricing format in which individual products or services are offered at specific Contract prices. Products or services are individually priced and described by characteristics such as manufacture name, stock or part number, size, or functionality. This method of pricing may offer the least amount of confusion, but Proposers with a large number of items may find this method cumbersome. In these situations, a percentage discount from catalog or category pricing model may make more sense and may increase the clarity of the contract pricing format.

5.6 All line-item pricing items must be numbered, organized, sectioned (including SKUs, when applicable), and prepared to be easily understood by the Evaluation Committee and members.

5.7 Submit Line-Item Pricing items in an Excel spreadsheet format and include all appropriate identification information necessary to discern the line item from other line items in each Responder's proposal.

5.8 Line-item pricing must be submitted to NJPA in a searchable spreadsheet format (e.g., Microsoft® Excel®) in order to facilitate quickly finding any particular item of interest. For that reason, Proposers are responsible for providing the appropriate product and service identification information along with the pricing information that is typically found on an invoice or price quote for such product or services.

5.9 All products or services typically appearing on an invoice or price quote must be individually priced and identified on the line-item price sheet, including any and all ancillary costs.

5.10 Proposers should provide both a published "List Price" as well as a "Proposed Contract Price" in their pricing matrix. Published List Price will be the standard "quantity of one" price currently available to government and educational customers, excluding cooperative and volume discounts.

B. PERCENTAGE DISCOUNT FROM CATALOG OR CATEGORY

5.11 This pricing model involves a specific percentage discount from a catalog or list price, defined as a published Manufacturer's Suggested Retail Price (MSRP) for the products or services being proposed.

5.12 Individualized percentage discounts can be applied to any number of defined product groupings.

5.13 A percentage discount from MSRP may be applied to all elements identified in MSRP, including all manufacturer options applicable to the products or services.

5.14 When a Proposer elects to use “Percentage Discount from Catalog or Category,” Proposer will be responsible for providing and maintaining current published MSRP with NJPA, and this pricing must be included in its proposal and provided throughout the term of any Contract resulting from this RFP.

C. COST PLUS A PERCENTAGE OF COST

5.15 “Cost plus a percentage of cost” as a primary pricing mechanism is not desirable. It is, however, acceptable for pricing sourced goods or services.

D. HOT LIST PRICING

5.16 Where applicable, a Vendor may opt to offer a specific selection of products or services, defined as “Hot List” pricing, at greater discounts than those listed in the standard Contract pricing. All product and service pricing, including the Hot List Pricing, must be submitted electronically in a format that is acceptable to NJPA. Hot List pricing must be submitted in a line-item format. Products and services may be added or removed from the Hot List at any time through an NJPA Price and Product Change Form.

5.17 Hot List program and pricing may also be used to discount and liquidate close-out and discontinued products and services as long as those close-out and discontinued items are clearly labeled as such. Current ordering process and administrative fees apply. This option must be published and made available to all NJPA Members.

E. CEILING PRICE

5.18 Proposal pricing is to be established as a ceiling price. At no time may the proposed products or services be offered under this Contract at prices above this ceiling price without a specific request and approval by NJPA. Contract prices may be reduced at any time, for example, to reflect volume discounts or to meet the needs of an NJPA Member.

5.19 [This section is intentionally blank.]

F. VOLUME PRICE DISCOUNTS / ADDITIONAL QUANTITIES

5.20 through 5.23 [These sections are intentionally blank.]

G. TOTAL COST OF ACQUISITION

5.24 The Total Cost of Acquisition for the equipment/products and related services being proposed, including those payable by NJPA Members to either the Proposer or a third party, is the cost of the proposed equipment/products product/equipment and related services delivered and operational for its intended purpose in the end-user’s location. For example, if you are proposing equipment/products FOB Proposer’s dock, your proposal should reflect that the contract pricing does not provide for delivery beyond Proposer’s dock, nor any set-up activities or costs associated with those delivery or set-up activities. Any additional costs for delivery and set-up should be clearly disclosed. In contrast, a proposal could state that there are no additional costs of acquisition if the product is delivered to and operational at the end-user’s location.

H. SOURCED GOOD or OPEN MARKET ITEM

5.25 A Sourced Good or an Open Market Item is a product that a member wants to buy under contract that is not currently available under the Vendor's NJPA contract. This method of procurement can be satisfied through a contract sourcing process. Sourcing options serve to provide a more complete contract solution to meet our members' needs. Sourced items are generally deemed incidental to the total transaction or purchase of contract items.

5.26 NJPA or NJPA Members may request products, equipment, and related services that are within the related scope of this RFP, even if they are not included in an awarded Vendor's line-item price list or catalog. These items are known as Sourced Goods or Open Market Items.

5.27 An awarded Vendor may source such items to the extent that the items are identified as "Sourced Products/Equipment" or "Open Market Items" on any quotation issued in reference to an NJPA awarded contract, and that this information is provided to either NJPA or an NJPA Member. NJPA is not responsible for determining whether a Sourced Good is an incidental portion of the overall purchase or whether a Member is able to consider a Sourced Good a purchase under an NJPA contract.

5.28 "Cost plus a percentage" pricing is an acceptable option in pricing of Sourced Goods.

I. PRODUCT & PRICE CHANGES

5.29 Awarded Vendors may request product or service changes, additions, or deletions at any time throughout the contract term. All requests must be made in written format by completing the NJPA Price and Product Change Request Form (located at the end of this RFP and on the NJPA website), signed by an authorized Vendor representative. All changes are subject to review and approval by NJPA. Submit your requests through email to your assigned Contract Manager and to PandP@njpacoop.org.

5.30 NJPA will determine whether the request is both within the scope of the original RFP and in the best interests of NJPA and NJPA Members. Approved Price and Product Change Request Forms will be returned to the Vendor contact through email.

5.31 The Vendor must 1) complete this change request form and individually list or attach all items subject to change, 2) provide a sufficiently detailed explanation and documentation for the change, and 3) include a complete restatement of pricing document in appropriate format (preferably Excel). The pricing document must identify all products and services being offered and must conform to the following NJPA product and price change naming convention: (Vendor Name) (NJPA Contract #) (effective pricing date); for example, "COMPANY 012411-CPY effective 02-12-2016."

5.32 The new pricing restatement must include *all* products and services offered, even for those items whose pricing remains unchanged, and must include a new effective date on the pricing documents. This requirement reduces confusion by providing a single, current pricing sheet for each vendor and creates a historical record of pricing.

5.33 ADDITIONS. New products and related services may be added to a Contract resulting from this RFP at any time during that Contract term to the extent that those products and related services are within the scope of this RFP. Allowable new products and related services generally include updated models of products and enhanced services that reflect new technology and improved functionality.

5.34 DELETIONS. New products and related services may be deleted from a contract if an item is no longer available.

5.35 PRICE CHANGES. A Vendor may request pricing changes by providing reasonable justification for the change. For example, a request for a 3% increase in a product line that relies heavily on petroleum products may be reasonable if the raw cost of required petroleum products has increased substantially. Conversely, a request for a 3% increase in prices based only on a 3% increase in a cost-of-living index may be considered unreasonable. Although NJPA is sensitive to the possibility of fluctuations in raw material

costs, prospective Vendors should make every reasonable attempt to account for normal cost changes by proposing pricing that will be effective throughout the duration of the four-year Contract.

5.35.1 *Price decreases:* NJPA expects Vendors to propose their very best prices and anticipates price reductions that are due to advancement in technology and marketplace efficiencies.

5.35.2 *Price increases:* A Vendor must include reasonable documentation for price-increase requests, along with both current and proposed pricing. Appropriate documentation should be attached to the Price and Product Change Request Form, including letters from suppliers announcing price increases. Price increases must not exceed the industry standard.

5.36 through 5.37 [These sections are intentionally blank.]

5.38 Proposers representing multiple manufacturers, or carrying multiple related product lines may also request the addition of new manufacturers or product lines to their Contract to the extent they remain within the scope of this RFP.

5.39 through 5.43 [These sections are intentionally blank.]

K. SALES TAX

5.44 Sales and other taxes should not be included in the prices quoted. The Vendor will charge state and local sales and other applicable taxes on items for which a valid tax-exemption certification has not been provided. Each NJPA Member is responsible for providing verification of tax-exempt status to the Vendor. When ordering, NJPA Members must indicate that they are tax-exempt entities. Except as set forth herein, no party is responsible for taxes imposed on another party as a result of or arising from the transactions under a Contract resulting from this RFP.

L. SHIPPING

5.45 Shipping costs can constitute a significant portion of the overall cost of procurement. Consequently, significant weight will be given to the quality of a prospective Vendor's shipping program. Shipping charges should reasonably reflect the actual cost of shipping. NJPA understands that Vendors may use other shipping cost methods for simplicity or for transparency. But to the extent that shipping costs are determined to disproportionately increase a Vendor's profit, NJPA may reduce the points awarded in the "Pricing" criteria.

5.46 through 5.47 [These sections are intentionally blank.]

5.48 All shipping and restocking fees must be identified in the price program. Certain industries providing made-to-order products may not allow returns. Proposals will be evaluated not only on the actual costs of shipping, but on the relative flexibility extended to NJPA Members relating to restocking fees, shipping errors, customized shipping requirements, the process for rejecting damaged or delayed shipments, and similar subjects.

5.49 through 5.50 [These sections are intentionally blank.]

5.51 Delivered products must be properly packaged. Damaged products may be rejected. If the damage is not readily apparent at the time of delivery, the Vendor must permit the products to be returned within a reasonable time at no cost to NJPA or NJPA Member. NJPA and NJPA Members reserve the right to inspect the products at a reasonable time subsequent to delivery where circumstances or conditions prevent effective inspection of the products at the time of delivery.

5.52 The Vendor must deliver Contract-conforming products in each shipment and may not substitute products without the express approval from NJPA or the NJPA Member.

5.53 NJPA reserves the right to declare a breach of Contract if the Vendor intentionally delivers substandard or inferior products that are not under Contract and described in its paper or electronic price lists or sourced upon request of any Member under this Contract. In the event of the delivery of nonconforming products, the NJPA Member will notify the Vendor as soon as possible and the Vendor will replace nonconforming products with conforming products that are acceptable to the NJPA member.

5.54 Throughout the term of the Contract, Proposer agrees to pay for return shipment on products that arrive in a defective or inoperable condition. Proposer must arrange for the return shipment of the damaged products.

6 EVALUATION OF PROPOSALS

A. PROPOSAL EVALUATION PROCESS

6.1 The NJPA proposal evaluation committee will evaluate proposals received based on a 1,000 point evaluation system. The committee establishes both the evaluation criteria and designates the relative weight of each criterion by assigning possible scores for each category on Form G of this RFP. The committee may adjust the relative weight of the criteria for each RFP. (For example, if the “Warranty” criterion does not apply to a particular RFP, the points normally awarded under “Warranty” may be used to increase the number of potential points in another evaluation category or categories.) The “Pricing” criterion will contain at least a plurality of points for every RFP.

6.2 NJPA uses a scoring system that gives primary importance to “Pricing.” But pricing includes more than just the absolute lowest initial cost of purchasing, for example, a particular product. Other considerations include the total cost of the acquisition and whether the Proposer’s offering represents the best value. The evaluation committee may consider such factors as life-cycle costs, total cost of ownership, quality, and the suitability of an offering in meeting NJPA Members’ needs. Pricing points may be awarded based on pricing clarity and ease of use. NJPA may also award points based on whether a response contains exceptions, exclusions, or limitations of liabilities.

6.3 The NJPA Board of Directors will consider making awards to the selected Proposer(s) based on the recommendations of the proposal evaluation committee. To qualify for the final evaluation, a Proposer must have been deemed responsive as a result of the criteria set forth under “Proposer Responsiveness,” found just below.

B. PROPOSER RESPONSIVENESS

6.4 All responses are evaluated for Level-One and Level-Two Responsiveness. If a response does not substantially conform to substantially all of the terms and conditions in the solicitation, or if it requires unreasonable exceptions, it may be considered nonresponsive.

6.5 All proposals must contain suitable responses to the questions in the proposal forms. The following requirements must be satisfied in order to meet Level-One Responsiveness, which is typically ascertained on the proposal opening date. If these standards are not met, your response may be disqualified as nonresponsive.

6.6 Level-One Responsiveness means that the response

6.6.1 is received before the deadline for submission or it will be returned unopened;

6.6.2 is properly addressed and identified as a sealed proposal with a specific RFP number and an opening date and time;

6.6.3 contains a pricing document (with apparent discounts) and all other forms fully completed, even if “not applicable” is the answer;

6.6.4 includes the original (hard copy) completed, dated, and signed RFP forms C, D, and F. In addition, the response must include the hard-copy signed signature page only from RFP Forms A and P and, if applicable, all signed addenda that have been issued in relation to this RFP;

6.6.5 contains an electronic (CD, flash drive, or other suitable) copy of the entire response; and

6.7 Level-Two Responsiveness (including whether the response is within the RFP’s scope) is determined while evaluating the remaining items listed under Proposal Evaluation Criteria below. These items are not arranged in order of importance. Each item draws from multiple questions, and a Proposer’s responses may affect scoring in multiple evaluation criteria. For example, the answers to Industry-Specific Questions may help determine scoring relative to a Proposer’s marketplace success, ability to sell and service nationwide, and financial strength. Any questions not answered without an explanation will likely result in a loss of points and may lead to a nonaward if the proposal evaluation committee cannot effectively review your response.

C. PROPOSAL EVALUATION CRITERIA

6.8 Forms A and P include a series of questions that address the following categories:

6.8.1 Company Information and Financial Strength

6.8.2 Industry Requirements and Marketplace Success

6.8.3 Ability to Sell and Deliver Service Nationwide

6.8.4 Marketing Plan

6.8.5 Other Cooperative Procurement Contracts

6.8.6 Value-Added Attributes

6.8.7 Payment Terms and Financing Options

6.8.8 Warranty

6.8.9 Equipment/Products/Services

6.8.10 Pricing and Delivery

6.8.11 Industry-Specific Questions

6.9 [This section is intentionally blank.]

D. OTHER CONSIDERATIONS

6.10 In evaluating RFP responses, NJPA has no obligation to consider information that is not provided in the Proposer’s response. NJPA may, however, consider additional information outside the Proposer’s response. This research may include such sources as the Proposer’s website, industry publications, listed references, and user interviews.

6.11 NJPA may organize RFP responses into separate classes or subcategories, depending on the range of responses. For example, NJPA might receive numerous submissions for “Widgets and Related Products and Services.” NJPA may organize these responses into subcategories, such as manufacturers of fully operational Widgets, manufacturers of component parts for Widgets, and providers of parts and service for Widgets. NJPA reserves the right to award Proposers in some or all of such subcategories without regard to the evaluation score given to Proposers in another subcategory. This specifically allows NJPA to award

Vendors that might not have, for instance, the breadth of products of Proposers in another subcategory, but that nonetheless meet a substantial and articulated need of NJPA Members.

6.12 [This section is intentionally blank.]

6.13 NJPA reserves the right to request and test equipment/products and related services and to seek clarification from Proposers. Before the Contract award, the Proposer must furnish the requested information within three (3) days (or within another agreed-to time frame) or provide an explanation for the delay along with a requested time frame for providing the requested information. Proposers must make reasonable efforts to supply test products promptly. All Proposer products remain the property of the Proposer, and NJPA will return such products after the evaluation process. NJPA may make provisional contract awards, subject to a Proposer's proper response to a request for information or products.

6.14 A Proposer's past performance under previously awarded contracts to schools, governmental agencies, and not-for-profit entities is relevant in evaluating a Proposer's current response. Past performance includes the Proposer's record of conforming to published specifications and to standards of good workmanship, as well as the Proposer's history for reasonable and cooperative behavior and for commitment to Member satisfaction. Incumbency as an awarded Vendor does not, by itself, merit positive consideration for a future Contract award.

6.15 NJPA reserves the right to reject any or all proposals.

E. COST COMPARISON

6.16 NJPA may use a variety of evaluation methods, including cost comparisons of specific products. NJPA reserves the right to use this process when the proposal evaluation committee determines that this will help to make a final determination.

6.17 This direct cost comparison process will award points for being low to high Proposer for each cost evaluation item selected. A "Market Basket" of identical (or substantially similar) equipment/products and related services may be selected by the proposal evaluation committee, and the unit cost will be used as a basis for determining the point value. NJPA will select the "Market Basket" from all appropriate product categories as determined by NJPA.

F. MARKETING PLAN

6.18 A Proposer's marketing plan is a critical component of the RFP response. An awarded Vendor's sales force will likely be the primary source of communication with NJPA Members and will directly affect the contract's success. Marketing success depends on communicating the contract's value, knowing the contract thoroughly, and communicating the proper use of contracted products and services to the end user. Much of the success and sales reward is a direct result of the commitment to the contract by the awarded Vendor's sales teams. NJPA reserves the right to deem a Proposer Level-Two nonresponsive or not to award a contract based on an unacceptable or incomplete marketing plan.

6.19 NJPA marketing expectations include the following components.

6.19.1 An awarded Vendor must demonstrate the ability to deploy a national sales force or dealer network. The best RFP responses demonstrate the ability to sell, deliver, and service products through acceptable distribution channels to NJPA members in all 50 states. Proposers' responses should fully demonstrate their sales and service capabilities, should outline their national sales force network (both numerically geographically), and should describe their method of distribution of the offered products and related services. Service may be independent of the product sales pricing, but NJPA encourages related services to be a part of Proposers' response. Despite its preference for awarding contracts to Vendors that demonstrate nationwide sales and service, NJPA reserves the right to award contracts that meet specific Member needs locally or regionally.

6.19.2 Proposers are invited to demonstrate their ability to successfully market, promote, and communicate the benefits of an NJPA contract to current and potential Members nationwide. NJPA desires a marketing plan that communicates the value of the contract to as many Members as possible.

6.19.3 Proposers are expected to be receptive to NJPA trainings. Awarded Vendors must provide an appropriate training venue for both management and the sales force. NJPA commits to providing training on all aspects of communicating the value of the awarded contract, including the authority of NJPA to offer the contract to its Members, the value and utility the contract delivers to NJPA Members, the scope of NJPA Membership, the authority of Members to use NJPA procurement contracts, the preferred marketing and sales methods, and the successful use of specific business sector strategies.

6.19.4 Awarded Vendors are expected to demonstrate a commitment to fully embrace the NJPA contract. Proposers should identify both the appropriate levels of sales management and sales force that will need to understand the value of the NJPA contract, as well as the internal procedures needed to deliver the appropriate messaging to NJPA Members. NJPA will provide a general schedule and a variety of methods describing when and how those individuals should be trained.

6.19.5 Proposers should outline their proposed involvement in promoting an NJPA contract through applicable industry trade show exhibits and related customer meetings. Proposers are encouraged to consider participation with NJPA at NJPA-endorsed national trade shows.

6.19.6 Proposers must exhibit the willingness and ability to actively market and develop contract-specific marketing materials including the following items.

6.19.6.1 Complete Marketing Plan. Proposers must submit a marketing plan outlining how they will launch the NJPA contract to current and potential NJPA Members. NJPA requires awarded Vendors to embrace and actively promote the contract in cooperation with the NJPA.

6.19.6.2 Printed Marketing Materials. Awarded Vendors will produce and maintain full color print advertisements in camera-ready electronic format, including company logos and contact information to be used in the NJPA directory and other approved marketing publications.

6.19.6.3 Contract announcements and advertisements. Proposers should outline in the marketing plan their anticipated contract announcements, advertisements in industry periodicals, and other direct or indirect marketing activities promoting the awarded NJPA contract.

6.19.6.4 Proposer's Website. Proposers should identify how an awarded Contract will be displayed and linked on the Proposer's website. An online shopping experience for NJPA Members is desired whenever possible.

6.19.7 An NJPA Vendor contract launch will be scheduled during a reasonable time frame after the award and held at the NJPA office in Staples, MN unless the Vendor and NJPA agree to a different location.

6.20 Proposer shall identify their commitment to develop a sales/communication process to facilitate NJPA membership and establish status of current and potential agencies/members. Proposer should further express their commitment to capturing sufficient member information as is deemed necessary by NJPA.

G. CERTIFICATE OF INSURANCE

6.21 Proposers must provide evidence of liability insurance coverage identified below in the form of a Certificate of Insurance (COI) or an ACORD binder form with their proposal. Upon an award issued under this RFP and before the execution of any commerce relating to such award, the awarded Vendor must provide verification, in the form of a Certificate of Insurance, identifying the coverage required below and identifying NJPA as a “Certificate Holder.” The Vendor must maintain such insurance coverage at its own expense throughout the term of any contract resulting from this solicitation.

6.22 Any exceptions or assumptions to the insurance requirements must be identified on Form C of this RFP. Exceptions and assumptions will be considered as part of the evaluation process. Any exceptions or assumptions that Proposers submit must be specific. If a Proposer does not include specific exceptions or assumptions when submitting the proposal, NJPA will typically not consider any additional exceptions or assumptions during the evaluation process. Upon contract award, the awarded Vendor must provide the Certificate of Insurance identifying the coverage as specified.

6.23 Insurance Liability Limits. The awarded Vendor must maintain, for the duration of its contract, \$1.5 million in general liability insurance coverage or general liability insurance in conjunction with an umbrella for a total combined coverage of \$1.5 million. Work on the Contract will not begin until after the awarded Vendor has submitted acceptable evidence of the required insurance coverage. Failure to maintain any required insurance coverage or an acceptable alternative method of insurance will be deemed a breach of contract.

6.23.1 Minimum Scope and Limits of Insurance. An awarded Vendor must provide coverage with limits of liability not less than those stated below. An excess liability policy or umbrella liability policy may be used to meet the minimum liability requirements provided that the coverage is written on a “following form” basis.

6.23.1.1 Commercial General Liability—Occurrence Form

Policy shall include bodily injury, property damage and broad form contractual liability and XCU coverage.

6.23.1.2 Each Occurrence

\$1,500,000

6.24 Insurance Requirements: The limits listed in this RFP are minimum requirements for this Contract and in no way limit any indemnity covenants contained in this Contract. NJPA does not warrant that the minimum limits contained herein are sufficient to protect the Vendor from liabilities that might arise out of the performance of the work under this Contract by the Vendor, its agents, representatives, employees, or subcontractors, and the Vendor is free to purchase additional insurance as may be determined necessary.

6.25 Acceptability of Insurers: Insurance is to be placed with insurers duly licensed or authorized to do business in the State of Minnesota and with an “A.M. Best” rating of not less than A- VII. NJPA does not warrant that the above required minimum insurer rating is sufficient to protect the Vendor from potential insurer solvency.

6.26 Subcontractors: Vendors’ certificate(s) must include all subcontractors as additional insureds under its policies, or the Vendor must furnish to NJPA separate certificates for each subcontractor. All coverage for subcontractors are be subject to the minimum requirements identified above.

H. ORDER PROCESS AND/OR FUNDS FLOW

6.27 NJPA Members typically issue a purchase order directly to a Vendor under a Contract resulting from this RFP. Alternatively, a separate contract may be created to facilitate acquiring products or services offered in response to this RFP. Nothing in this Contract restricts the Member and Vendor from agreeing

to add terms or conditions to a purchase order or a separate contract provided that such terms or conditions must not be less favorable to NJPA's Members.

6.28 [This section is intentionally blank.]

I. ADMINISTRATIVE FEES

6.29 Vendors will pay to NJPA an administrative fee in exchange for NJPA facilitating this Contract with its current and potential Members. NJPA may grant a conditional contract award to a Proposer if the proposed administrative fee is unclear, inadequate, or unduly burdensome for NJPA to administer. Sales under this Contract should not be processed until the parties resolve the administrative fee issue.

6.29.1 The administrative fee is typically calculated as a percentage of the dollar volume of all products and services by NJPA Members under this Contract, including anything represented to NJPA Members as falling under this Contract.

6.29.2 The administrative fee is included in, and not added to, the pricing included in Proposer's response to the RFP. Awarded Vendors must not charge NJPA Members more than permitted in the then current price list in order to offset the administrative fee.

6.29.3 The administrative fee is designed to cover the costs of NJPA's involvement in contract management, facilitating marketing efforts, Vendor training, and any order processing tasks relating to the Contract. Administrative fees may also be used for other purposes as allowed by Minnesota law.

6.29.4 The typical administrative fee under this Contract is two percent (2%). While NJPA does not dictate the particular fee percentage, we require that the Proposer articulate a specific fee in its response. For example, merely stating that "we agree to pay an administrative fee" is considered nonresponsive. NJPA acknowledges that the administrative fee percentage may differ between vendors, industries, and responses.

6.29.5 NJPA awarded Vendors are responsible for paying the administrative fee at least quarterly and for generating all related reporting. Vendors agree to cooperate with NJPA in auditing these reports to ensure that the administrative fee is paid on all items purchased under the Contract.

6.29.6 For Texas motor vehicle sales, the administrative fee cannot be based on the amount purchased by a member under the contract. Accordingly, the administrative fee in such cases will be \$400 per purchase order (PO), irrespective of the number of vehicles included in the PO.

6.30 through 6.32 [This section is intentionally blank.]

J. VALUE-ADDED ATTRIBUTES

6.33 Desirability of Value-Added Attributes: Value-added attributes in an RFP response will be given positive consideration in NJPA's evaluation process. Such attributes may increase the benefit of a product or service by improving functionality, performance, maintenance, manufacturing, delivery, energy efficiency, ordering, or other items while remaining within the scope of this RFP.

6.34 Women and Minority Business Enterprise (WMBE), Small Business, and Other Favored Businesses: Some NJPA Members give formal preference to certain types of vendors or contractors. Proposers should document WMBE (or other) status for both their organization and for any affiliates (e.g., supplier networks) involved in fulfilling the terms of this RFP. The ability of a Proposer to provide preferred business entity "credits" to NJPA and NJPA Members under a Contract will be evaluated positively by NJPA and reflected in the "value added" area of the evaluation.

6.35 Environmentally Preferred Purchasing Opportunities: Many NJPA Members consider the environmental impact of the products and services they purchase. “Green” characteristics demonstrated by Proposers will be evaluated positively by NJPA and reflected in the “value added” area of the evaluation. Please identify any green characteristics of any offering in your proposal and identify the sanctioning body determining that characteristic. Where appropriate, please indicate which products have been certified as green and by which certifying agency.

6.36 Online Requisitioning Systems: When applicable, online requisitioning systems will be viewed as a value-added characteristic. Proposers should demonstrate how their system makes online ordering easier for NJPA Members, including how Members could integrate their current e-Procurement or enterprise resource planning (ERP) systems into the Proposer’s ordering process.

6.37 Financing: The ability of the Proposer to provide financing solutions to Members for the products and services being proposed will be viewed as a value-added attribute.

6.38 Technology: Technological advances that appreciably improve the proposed products or services will be considered value-added attributes.

K. WAIVER OF FORMALITIES

6.39 NJPA reserves the right to waive minor formalities (or to accept minor irregularities) in any proposal, when it determines that considering the proposal may be in the best interest of its Members.

7 POST-AWARD OPERATING ISSUES

A. SUBSEQUENT AGREEMENTS

7.1 Purchase Order. Purchase orders for products and services may be executed between NJPA Members and the awarded Vendor (or Vendor’s sub-contractors) under this Contract. NJPA Members and Vendors must indicate on the face of such purchase orders that “This purchase order is issued under NJPA contract #XXXXXX” (insert the relevant contract number). Purchase order flow and procedure will be developed jointly between NJPA and an awarded Vendor after an award is made.

7.2 Governing Law. Purchase orders must be construed in accordance with, and governed by, the laws of a competent jurisdiction with respect to the Member. (See also Section 8.5 of this RFP.) All provisions required by law to be included in the purchase order should be read and enforced as if they were included. If through mistake or otherwise any such provision is not included, then upon application of either party the Contract shall be physically amended to make such inclusion or correction. The venue for any litigation arising out of disputes related to purchase order will be a court of competent jurisdiction with respect to the Member.

7.3 Additional Terms and Conditions. Additional terms and conditions to a purchase order may be proposed by NJPA, NJPA Members, or Vendors. Acceptance of these additional terms and conditions is optional to all parties to the purchase order. One purpose of these additional terms and conditions is to address job- or industry-specific requirements of law such as prevailing wage legislation. Additional terms and conditions may also include specific local policy requirements and standard business practices of the issuing Member or the Vendor. Such additional terms and conditions are not considered valid to the extent that they interfere with the general purpose, intent, or currently established terms and conditions contain in this RFP document. For example, a Vendor and Member may agree to add a “net 30” payment requirement to the purchase order instead of applying a “net 10” requirement. But the added terms and conditions must not be less favorable to the Member unless NJPA, the Member, and the Vendor agree to a Contract amendment or similar modification.

7.4 Specialized Service Requirements. In the event that the NJPA Member desires service requirements or specialized performance requirements (such as e-commerce specifications, specialized delivery

requirements, or other specifications and requirements) not addressed in the Contract resulting from this RFP, the NJPA Member and the Vendor may enter into a separate, standalone agreement, apart from a Contract resulting from this RFP. Any proposed service requirements or specialized performance requirements require pre-approval by the Vendor. Any separate agreement developed to address these specialized service or performance requirements is exclusively between the NJPA Member and Vendor. NJPA, its agents, and employees shall not be made a party to any claim for breach of such agreement. Product sourcing is not considered a service. NJPA Members will need to conduct procurements for any specialized services not identified as a part of or within the scope of the awarded Contract.

7.5 Performance Bond. At the request of the Member, a Vendor will provide all performance bonds typically and customarily required in their industry. These bonds will be issued pursuant to the requirements of purchase orders for products and services. If a purchase order is cancelled for lack of a required performance bond by the member agency, NJPA recommends that the current pending purchase order be canceled. Each Member has the final decision on purchase order continuation. Any performance bonding required by the Member, the Member's state laws, or by local policy is to be mutually agreed upon and secured between the Vendor and the Member.

7.6 Asset Management Contracts: Asset Management-type Contracts can be initiated under a Contract resulting from this RFP at any time during the term of this Contract. Such a contract could involve, for example, picking up, storing, repairing, inventorying, salvaging, and delivery products falling within the scope of this Contract. The intention in using Asset Management Contracts is to promote the long-term efficiency of NJPA's contracts by (among other things) extending the use and re-use of products. Asset Management Contracts cannot be created under this Contract unless they are executed within the authorized term of a Contract resulting from this RFP. The actual term of the Asset Management Contract may, however, extend beyond the expiration date of this Contract.

B. NJPA MEMBER SIGN-UP PROCEDURE

7.6 Awarded Vendors are responsible for familiarizing their sales and service forces with the various forms of NJPA membership documentation and will encourage and assist potential Members in establishing membership with NJPA. NJPA membership is available at no cost, obligation, or liability to the Member or the Vendor.

C. REPORTING OF SALES ACTIVITY

7.7 Awarded Vendors must report at least quarterly the total gross dollar volume of all products and services purchased by NJPA Members as it applies to this RFP and Contract. This report must include the name and address of the purchasing agency, Member number, amount of purchase, and a description of the items purchased.

7.7.1 Zero sales reports: Awarded Vendors must provide a quarterly Contract sales report regardless of the amount of sales.

D. AUDITS

7.8 NJPA relies substantially on the reasonable auditing efforts of both Members and awarded Vendors to ensure that Members are obtaining the products, services, pricing, and other benefits under all NJPA contracts. Nonetheless, the Vendor must retain and make available to NJPA all order and invoicing documentation related to purchases that Members make from the Vendor under the awarded Contract. NJPA must not request such information more than once per calendar year, and NJPA must make such requests in writing with at least fourteen (14) days' notice. NJPA may employ an independent auditor at its own expense or conduct an audit on its own. In either event, the Vendor agrees to cooperate fully with NJPA or its agents in order to ensure compliance with this Contract.

E. HUB PARTNER

7.9 Hub Partner: NJPA Members may request special services through a “Hub Partner” for the purpose of complying with a law, regulation, or rule that an NJPA Member deems to apply in its jurisdiction. Hub Partners may bring value to the proposed transactions through consultancy, through qualifying for disadvantaged business entity credits, or through other means.

7.10 Hub Partner Fees: NJPA Members are responsible for any transaction fees, costs, or expenses that arise under this Contract for special service provided by the Hub Partner. The fees, costs, or expenses levied by the Hub Vendor must be clearly itemized in the transaction documentation. To the extent that the Vendor stands in the chain of title during a transaction resulting from this RFP, the documentation must clearly indicate that the transaction is “Executed for the Benefit of [NJPA Member name].”

F. TRADE-INS

7.11 The value in US Dollars for Trade-ins will be negotiated between NJPA or an NJPA Member, and an Awarded Vendor. That identified “Trade-In” value shall be viewed as a down payment and credited in full against the NJPA purchase price identified in a purchase order issued pursuant to any Awarded NJPA procurement contract. The full value of the trade-in will be consideration.

G. OUT OF STOCK NOTIFICATION

7.12 The Vendor must immediately notify NJPA Members when they order an out-of-stock item. The Vendor must also tell the Member when the item will be available and whether there are equivalent substitutes. The Member must have the option of accepting the suggested substitute or canceling the item from the order. Under no circumstance may the Vendor make unauthorized substitutions. Unfilled or substituted items must be indicated on the packing list.

H. CONTRACT TERMINATION FOR CAUSE AND WITHOUT CAUSE

7.13 NJPA reserves the right to cancel all or any part of this Contract if the Vendor fails to fulfill any material obligation, term, or condition as described in the following procedure. Before any such termination for cause, the NJPA will provide written notice to the Vendor, an opportunity to respond, and a reasonable opportunity to cure the breach. The following are some examples of material breaches.

7.13.1 The Vendor provides products or services that do not meet reasonable quality standards and that are not remedied under the warranty;

7.13.2 The Vendor fails to ship the products or to provide the services within a reasonable amount of time;

7.13.3 NJPA reasonably believes that the Vendor will not or cannot perform to the requirements or expectations of the Contract, NJPA issues a request for assurance, and the Vendor fails to respond;

7.13.4 The Vendor fails to fulfill any of the material terms and conditions of the Contract;

7.13.5 The Vendor fails to follow the established procedure for purchase orders, invoices, or receipt of funds as established by NJPA and the Vendor;

7.13.6 The Vendor fails to properly report quarterly sales;

7.13.7 The Vendor fails to actively market this Contract within the guidelines provided in this RFP and defined in the NJPA contract launch.

7.14 Upon receipt of the written notice of breach, the Vendor will have ten (10) business days to provide a satisfactory response to NJPA. If the Vendor fails to reasonably address all issues in the written notice, NJPA may terminate the Contract immediately. If NJPA allows the Vendor more time to remedy the breach, such forbearance does not limit NJPA's authority to immediately terminate the Contract for continued breaches for which notice was given to the Vendor. Termination of the Contract for cause does not relieve either party of the financial, product, or service obligations incurred before the termination.

8.2 [This section is intentionally blank.]

7.16 NJPA may terminate the Contract if the Vendor files for bankruptcy protection or is acquired by an independent third party. The Vendor must disclose to NJPA any litigation, bankruptcy, or suspensions/disbarments that occur during the Contract period. Failure to disclose such information authorizes NJPA to immediately terminate the Contract.

7.17 NJPA may terminate the Contract without cause by giving the Vendor sixty (60) days' written notice of termination. Termination of the Contract without cause does not relieve either party of the financial, product, or service obligations incurred before the termination.

7.18 NJPA may immediately terminate any Contract without further obligation if any NJPA employee significantly involved in initiating, negotiating, securing, drafting, or creating the Contract on behalf of NJPA has colluded with any Proposer for personal gain. NJPA may also immediately cancel a Contract if it finds that gratuities, in the form of entertainment, gifts or otherwise, were offered or given by the Vendor or any agent or representative of the Vendor, to any employee of NJPA. Such terminations are effective upon written notice from NJPA or at a later date designated in the notice. Termination of the Contract does not relieve either party of the financial, product, or service obligations incurred before the termination.

8 GENERAL TERMS AND CONDITIONS

8. ADVERTISING A CONTRACT RESULTING FROM THIS RFP

8.1 Proposer/Vendor must not advertise or publish information concerning this Contract before the award is announced by NJPA. Once the award is made, a Vendor is expected to advertise the awarded Contract to both current and potential NJPA Members.

B. APPLICABLE LAW

8.2 [This section is intentionally blank.]

8.3 NJPA Compliance with Minnesota Procurement Law: NJPA has designed its procurement process to comply with best practices in the State of Minnesota. NJPA's solicitation methods are also created to comply with many of the various requirements that our Members must satisfy in their own procurement processes. But these requirements may differ considerably and may change from time to time. So each NJPA Member must make its own determination whether NJPA's solicitation process satisfies the procurement rules in the Member's jurisdiction.

8.4 Governing law with respect to delivery and acceptance: All applicable portions of the Minnesota Uniform Commercial Code, all other applicable Minnesota laws, and the applicable laws and rules of delivery and inspection of the Federal Acquisition Regulations (FAR) laws will govern NJPA contracts resulting from this solicitation.

8.5 Jurisdiction: Any claims that arise against NJPA pertaining to this RFP, and any resulting contract that develops between NJPA and any other party, must be brought only in courts in Todd County in the State of Minnesota unless otherwise agreed to.

8.5.1 Purchase orders or other agreements created pursuant to a contract resulting from this solicitation must be construed in accordance with, and governed by, the laws of the issuing Member. Any claim arising from such a purchase order or agreement must be filed and venued in a court of competent jurisdiction of the Member unless otherwise agreed to.

8.6 through 8.7 [This section is intentionally blank.]

8.8 Indemnification: Each party is responsible for its own acts and is not responsible for the acts of the other party and the results thereof. NJPA's liability is governed by the Minnesota Tort Claims Act (Minn. Stat. §3.736) and other applicable law.

8.9 Prevailing wage: The Vendor must comply with applicable prevailing wage legislation in effect in the jurisdiction of the NJPA Member. The Vendor must monitor the prevailing wage rates as established by the appropriate federal governmental entity during the term of this Contract and adjust wage rates accordingly.

8.10 Patent and copyright infringement: The Vendor agrees to indemnify and hold harmless NJPA and NJPA Members against any and all suits, claims, judgments, and costs instituted or recovered against the Vendor, NJPA, or NJPA Members by any person on account of the use or sale of any articles by NJPA or NJPA Members if the Vendor supplied such articles in violation of applicable patent or copyright laws.

C. ASSIGNMENT OF CONTRACT

8.11 No right or interest in this Contract may be assigned or transferred by the Vendor without prior written permission by the NJPA. No delegation of any duty of the Vendor under this Contract may be made without prior written permission of the NJPA. NJPA will notify Members by posting approved assignments on the NJPA website (www.njpacoop.org).

8.12 If the original Vendor sells or transfers all assets or the entire portion of the assets used to perform this Contract, a successor-in-interest must perform all obligations under this Contract. NJPA reserves the right to reject the acquiring entity as a Vendor. A change of name agreement will not change the contractual obligations of the Vendor.

D. LIST OF PROPOSERS

8.13 NJPA will not maintain a list of interested proposers, nor will it automatically send RFPs to them. All interested proposers must request the RFP as a result of NJPA's national solicitation advertisements. Because of the wide scope of the potential Members and qualified national suppliers, NJPA has determined this to be the best method of fairly soliciting proposals.

E. CAPTIONS, HEADINGS, AND ILLUSTRATIONS

8.14 The captions, illustrations, headings, and subheadings in this RFP are for convenience and ease of understanding and in no way define or limit the scope or intent of this request.

F. DATA PRACTICES

8.15 All materials submitted in response to this RFP become NJPA's property and become public records (under Minn. Stat. §13.591) after the evaluation process is completed. If the Proposer submits information in response to this RFP that it requests to be classified as nonpublic information (as defined by the Minnesota Government Data Practices Act, Minn. Stat. §13.37), the Proposer must meet the following requirements.

8.15.1 The Proposer must make the request within thirty (30) days of the award/nonaward notification, and include the appropriate statutory justification. Pricing, marketing plans, and

financial information is generally not redactable. The NJPA Legal Department will review the request to determine whether the information can be withheld or redacted. If NJPA determines that it must disclose the information upon a proper request for such information, NJPA will inform the Proposer of such determination.

8.15.2 The Proposer must defend any action seeking release of the materials that it believes to be nonpublic information, and it must indemnify and hold harmless NJPA, its agents, and employees, from any judgments or damages awarded against NJPA in favor of the party requesting the materials, and any and all costs connected with that defense. This indemnification survives the term of any contract awarded under this RFP. In submitting a response to this RFP, the Proposer agrees that this indemnification survives as long as NJPA possesses the confidential information.

8.16 [This section is intentionally blank.]

G. ENTIRE AGREEMENT

8.17 This Contract, as defined herein, constitutes the entire agreement between the parties to this Contract. A Contract resulting from this RFP is formed when the NJPA Board of Directors approves and signs the applicable Contract Award & Acceptance document (Form E).

H. FORCE MAJEURE

8.18 Except for payments of sums due, neither party is liable to the other nor deemed in default under this Contract if and to the extent that such party's performance of this Contract is prevented due to force majeure. The term "force majeure" means an occurrence that is beyond the control of the party affected and occurs without its fault or negligence including, but not limited to, the following: acts of God, acts of the public enemy, war, riots, strikes, mobilization, labor disputes, civil disorders, fire, flood, snow, earthquakes, tornadoes or violent wind, tsunamis, wind shears, squalls, Chinooks, blizzards, hail storms, volcanic eruptions, meteor strikes, famine, sink holes, avalanches, lockouts, injunctions-intervention-acts, terrorist events or failures or refusals to act by government authority and/or other similar occurrences where such party is unable to prevent by exercising reasonable diligence. The force majeure is deemed to commence when the party declaring force majeure notifies the other party of the existence of the force majeure and is deemed to continue as long as the results or effects of the force majeure prevent the party from resuming performance in accordance with a Contract resulting from this RFP. Force majeure does not include late deliveries of products and services caused by congestion at a manufacturer's plant or elsewhere, an oversold condition of the market, inefficiencies, or other similar occurrences. If either party is delayed at any time by force majeure, then the delayed party must (if possible) notify the other party of such delay within forty-eight (48) hours.

8.19 through 8.20 [These sections are intentionally blank.]

K. LICENSES

8.21 The Vendor must maintain a valid status on all required federal, state, and local licenses, bonds, and permits required for the operation of the business that the Vendor conducts with NJPA and NJPA Members.

8.22 All responding Proposers must be licensed (where required) and must have the authority to sell and distribute the offered products and services to NJPA and NJPA Members. Documentation of the required licenses and authorities, if applicable, should be included in the Proposer's response to this RFP.

L. MATERIAL SUPPLIERS AND SUB-CONTRACTORS

8.23 The awarded Vendor must supply the names and addresses of sourcing suppliers and sub-contractors as a part of the purchase order when requested by NJPA or an NJPA Member.

M. NON-WAIVER OF RIGHTS

8.24 No failure of either party to exercise any power given to it hereunder, nor a failure to insist upon strict compliance by the other party with its obligations hereunder, nor a custom or practice of the parties at variance with the terms hereof, nor any payment under a Contract resulting from this RFP constitutes a waiver of either party's right to demand exact compliance with the terms hereof. Failure by NJPA to take action or to assert any right hereunder does not constitute a waiver of such right.

N. PROTESTS OF AWARDS MADE

8.25 And protests must be filed with NJPA's Executive Director and must be resolved in accordance with appropriate Minnesota rules. Protests will only be accepted from Proposers. A protest of an award or nonaward must be filed in writing with NJPA within ten (10) calendar days after the public notice or announcement of the award or nonaward. A protest must include the following items.

- 8.25.1** The name, address, and telephone number of the protester;
- 8.25.2** The original signature of the protester or its representative (you must document the authority of the representative);
- 8.25.3** Identification of the solicitation by RFP number;
- 8.25.4** Identification of the statute or procedure that is alleged to have been violated;
- 8.25.5** A precise statement of the relevant facts;
- 8.25.6** Identification of the issues to be resolved;
- 8.25.7** The aggrieved party's argument and supporting documentation;
- 8.25.8** The aggrieved party's statement of potential financial damages; and
- 8.25.9** A protest bond in the name of NJPA and in the amount of 10% of the aggrieved party's statement of potential financial damages.

O. SUSPENSION OR DISBARMENT STATUS

8.26 If within the past five (5) years, any firm, business, person or Proposer responding to an NJPA solicitation has been lawfully terminated, suspended, or precluded from participating in any public procurement activity with a federal, state, or local government or education agency, the Proposer must include a letter with its response setting forth the name and address of the public procurement unit, the effective date of the suspension or debarment, the duration of the suspension or debarment, and the relevant circumstances relating to the suspension or debarment. Any failure to supply such a letter or to disclose pertinent information may result in the termination of a Contract. By signing the proposal affidavit, the Proposer certifies that no current suspension or debarment exists.

P. AFFIRMATIVE ACTION AND IMMIGRATION STATUS CERTIFICATION

8.27 An Affirmative Action Plan, Certificate of Affirmative Action, or other documentation regarding Affirmative Action may be required by NJPA or NJPA Members relating to a transaction from this RFP. Vendors must comply with any such requirements or requests.

8.28 Immigration Status Certification may be required by NJPA or NJPA Members relating to a transaction from this RFP. Vendors must comply with any such requirements or requests.

Q. SEVERABILITY

8.29 In the event that any of the terms of a Contract resulting from this RFP are in conflict with any rule, law, or statutory provision, or are otherwise unenforceable under the laws or regulations of any government or subdivision thereof, such terms will be deemed stricken from the Contract, but such invalidity or unenforceability shall not invalidate any of the other terms of an awarded Contract resulting from this RFP.

R. RELATIONSHIP OF PARTIES

8.30 No Contract resulting from this RFP may be considered a contract of employment. The relationship between NJPA and an awarded Vendor is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. The parties neither intend the proposed Contract to create, nor is to be construed as creating, a partnership, joint venture, master-servant, principal-agent, or any other, relationship. Except as provided elsewhere in this RFP, neither party may be held liable for acts of omission or commission of the other party and neither party is authorized or has the power to obligate the other party by contract, agreement, warranty, representation, or otherwise in any manner whatsoever except as may be expressly provided herein.

9 FORMS

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PROPOSER QUESTIONNAIRE- General Business Information
*(Products, Pricing, Sector Specific, Services, Terms and Warranty are addressed on **Form P**)*

Proposer Name: _____ Questionnaire completed by: _____

Please identify the person NJPA should correspond with from now through the Award process:

Name: _____ E-Mail address: _____

Please answer the questions below using the Microsoft Word® version of this document. This allows NJPA evaluators to cut and paste your answers into a separate worksheet. Place your answer directly below each question. NJPA prefers a brief but thorough response to each question. Please do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; mark “NA” if the question does not apply to you (preferably with an explanation). Please create a response that is easy to read and understand. For example, you may consider using a different font and color to distinguish your answer from the questions.

Company Information & Financial Strength

- 1) Provide the full legal name, mailing and email addresses, tax identification number, and telephone number for your business.
Provide a brief history of your company, including your company’s core values, business philosophy, and longevity in the **VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES** industry.
- 2) Provide a detailed description of the products and services that you are offering in your proposal.
- 3) What are your company’s expectations in the event of an award?
- 4) Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters.
- 5) What is your US market share for the solutions that you are proposing? What is your Canadian market share, if any?
- 6) Has your business ever petitioned for bankruptcy protection? Please explain in detail.
- 7) How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization.
 - a) If your company is best described as a distributor/dealer/reseller (or similar entity), please provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned?
 - b) If your company is best described as a manufacturer or service provider, please describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?
- 8) If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.
- 9) Provide all “Suspension or Disbarment” information that has applied to your organization during the past ten years.
- 10) Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.

Industry Recognition & Marketplace Success

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- 11) Describe any relevant industry awards or recognition that your company has received in the past five years.
- 12) Supply three references/testimonials from your customers who are eligible for NJPA membership. At a minimum, please include the entity's name, contact person, and phone number.
- 13) Provide a list of your top five governmental or educational customers (entity name is optional), including entity type, the state the entity is located in, scope of the projects, size of transactions, and dollar volumes from the past three years.
- 14) Indicate separately what percentages of your sales are to the government and education sectors in the past three years?
- 15) List any state or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?
- 16) List any GSA contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?

Proposer's Ability to Sell and Deliver Service Nationwide

- 17) Describe your company's capability to meet NJPA Member's needs across the country. Your response should address at least the following areas.
 - a) Sales force.
 - b) Dealer network or other distribution methods.
 - c) Service force.

Please include details, such as the locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employers (or employees of a third party), and any overlap between the sales and service functions.
- 18) Describe in detail the process and procedure of your customer service program, if applicable. Please include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.
- 19) a) Identify any geographic areas of the United States that you will NOT be fully serving through the proposed contract.
b) Identify any NJPA Member sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Please explain your answer. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?
- 20) Define any specific contract requirements or restrictions that would apply to our Members in Hawaii and Alaska and in US Territories.

Marketing Plan

- 21) If you are awarded a contract, how will you train your sales management, dealer network, and direct sales teams (whichever apply) to ensure maximum impact? Please include how you will communicate your NJPA pricing and other contract detail to your sales force nationally.
- 22) Describe your marketing strategy for promoting this contract opportunity. Please include representative samples of your marketing materials in electronic format.
- 23) Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.
- 24) In your view, what is NJPA's role in promoting contracts arising out of this RFP? How will you integrate an NJPA-awarded contract into your sales process?

25) Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.

Value-Added Attributes

26) Describe any product, equipment, maintenance, or operator training programs that you offer to NJPA Members. Please include details, such as whether training is standard or optional, who provides training, and any costs that apply.

27) Describe any technological advances that your proposed products or services offer.

28) Describe any "green" initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.

29) Describe any Women or Minority Business Entity (WMBE) or Small Business Entity (SBE) accreditations that your company or hub partners have obtained.

30) What unique attributes does your company, your products, or your services offer to NJPA Members? What makes your proposed solutions unique in your industry as it applies to NJPA members?

31) Identify your ability and willingness to provide your products and services to NJPA member agencies in Canada.

NOTE: Questions regarding Payment Terms, Warranty, Products/Equipment/Services, Pricing and Delivery, and Industry Specific Items are addressed on Form P.

Signature: _____ Date: _____



PROPOSER INFORMATION

Company Name: _____

Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____

Toll-Free Number: _____ E-mail: _____

Website Address: _____

COMPANY PERSONNEL CONTACTS

Authorized signer for your organization

Name: _____

Email: _____ Phone: _____

The person identified here must have proper signing authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer.

Who prepared your RFP response?

Name: _____ Title: _____

Email: _____ Phone: _____

Who is your company's primary contact person for this proposal?

Name: _____ Title: _____

Email: _____ Phone: _____

Other important contact information

Name: _____ Title: _____

Email: _____ Phone: _____

Name: _____ Title: _____

Email: _____ Phone: _____

Form C

**EXCEPTIONS TO PROPOSAL, TERMS, CONDITIONS,
AND SOLUTIONS REQUEST**



Company Name: _____

Any exceptions to the terms, conditions, specifications, or proposal forms contained in this RFP must be noted in writing and included with the Proposer's response. The Proposer acknowledges that the exceptions listed may or may not be accepted by NJPA or included in the final contract. NJPA will make reasonable efforts to accommodate the listed exceptions and may clarify the exceptions in the appropriate section below.

Section/page	Term, Condition, or Specification	Exception	NJPA ACCEPTS

Proposer's Signature: _____ Date: _____

NJPA's clarification on exceptions listed above:

**Contract Award
RFP #120716**

FORM D



Formal Offering of Proposal
(To be completed only by the Proposer)

VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES

In compliance with the Request for Proposal (RFP) for VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES, the undersigned warrants that the Proposer has examined this RFP and, being familiar with all of the instructions, terms and conditions, general and technical specifications, sales and service expectations, and any special terms, agrees to furnish the defined products and related services in full compliance with all terms and conditions of this RFP, any applicable amendments of this RFP, and all Proposer's response documentation. The Proposer further understands that it accepts the full responsibility as the sole source of solutions proposed in this RFP response and that the Proposer accepts responsibility for any subcontractors used to fulfill this proposal.

Company Name: _____ Date: _____

Company Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____ Title: _____

Authorized Signature: _____
(Name printed or typed)



Contract Acceptance and Award

(To be completed only by NJPA)

NJPA #120716 _____

Proposer's full legal name

Your proposal is hereby accepted, and a Contract is awarded. As an awarded Proposer, you are now bound to provide the defined products and services contained in your proposal offering according to all terms, conditions, and pricing set forth in this RFP, any amendments to this RFP, your response, and any exceptions accepted by NJPA.

The effective start date of the Contract will be _____, 20____ and continue until-_____
(no later than the later of four years from the expiration date of the currently awarded contract or four years from the NJPA Board's contract award date). This contract may be extended for a fifth year at NJPA's discretion.

National Joint Powers Alliance® (NJPA)

NJPA Authorized signature: _____
NJPA Executive Director (Name printed or typed)

Awarded this _____ day of _____, 20____ NJPA Contract Number #120716

NJPA Authorized signature: _____
NJPA Board Member (Name printed or typed)

Executed this _____ day of _____, 20____ NJPA Contract Number #120716

The Proposer hereby accepts this Contract award, including all accepted exceptions and NJPA clarifications.

Vendor Name _____

Vendor Authorized signature: _____
(Name printed or typed)

Title: _____

Executed this _____ day of _____, 20____ NJPA Contract Number #120716

PROPOSER ASSURANCE OF COMPLIANCE



Proposal Affidavit Signature Page

PROPOSER'S AFFIDAVIT

The undersigned, authorized representative of the entity submitting the foregoing proposal (the "Proposer"), swears that the following statements are true to the best of his or her knowledge.

1. The Proposer is submitting its proposal under its true and correct name, the Proposer has been properly originated and legally exists in good standing in its state of residence, the Proposer possesses, or will possess before delivering any products and related services, all applicable licenses necessary for such delivery to NJPA members agencies. The undersigned affirms that he or she is authorized to act on behalf of, and to legally bind the Proposer to the terms in this Contract.
2. The Proposer, or any person representing the Proposer, has not directly or indirectly entered into any agreement or arrangement with any other vendor or supplier, any official or employee of NJPA, or any person, firm, or corporation under contract with NJPA, in an effort to influence the pricing, terms, or conditions relating to this RFP in any way that adversely affects the free and open competition for a Contract award under this RFP.
3. The Proposer has examined and understands the terms, conditions, scope, contract opportunity, specifications request, and other documents in this solicitation and affirms that any and all exceptions have been noted in writing and have been included with the Proposer's RFP response.
4. The Proposer will, if awarded a Contract, provide to NJPA Members the /products and services in accordance with the terms, conditions, and scope of this RFP, with the Proposer-offered specifications, and with the other documents in this solicitation.
5. The Proposer agrees to deliver products and services through valid contracts, purchase orders, or means that are acceptable to NJPA Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to NJPA Members under an awarded Contract.
6. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
7. The Proposer understands that NJPA will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statute §13.591, Subd. 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals generally become public data. Minnesota Statute §13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.
8. The Proposer understands that it is the Proposer's duty to protect information that it considers nonpublic, and it agrees to defend and indemnify NJPA for reasonable measures that NJPA takes to uphold such a data designation.

[The rest of this page has been left intentionally blank. Signature page below]

By signing below, Proposer is acknowledging that he or she has read, understands, and agrees to comply with the terms and conditions specified above.

Company Name: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

E-mail Address: _____

Authorized Signature: _____

Authorized Name (printed): _____

Title: _____

Date: _____

Notarized

Subscribed and sworn to before me this _____ day of _____, 20_____

Notary Public in and for the County of _____ State of _____

My commission expires: _____

Signature: _____



OVERALL EVALUATION AND CRITERIA

For the Proposed Subject VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES

Conformance to RFP Terms and Conditions	50	
Financial Viability and Marketplace Success	75	
Ability to Sell and Deliver Service Nationwide	100	
Marketing Plan	50	
Value-Added Attributes	75	
Warranty	50	
Depth and Breadth of Offered Products and Related Services	200	
Pricing	400	
TOTAL POINTS	1000	

Reviewed by: _____ Its _____
 _____ Its _____



Form P

PROPOSER QUESTIONNAIRE

Payment Terms, Warranty, Products and Services, Pricing and Delivery, and Industry-Specific Questions

Proposer Name: _____

Questionnaire completed by: _____

Payment Terms and Financing Options

- 1) What are your payment terms (e.g., net 10, net 30)?
- 2) Do you provide leasing or financing options, especially those options that schools and governmental entities may need to use in order to make certain acquisitions?
- 3) Briefly describe your proposed order process. Please include enough detail to support your ability to report quarterly sales to NJPA. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the NJPA Members' purchase orders.
- 4) Do you accept the P-card procurement and payment process? If so, is there any additional cost to NJPA Members for using this process?

Warranty

- 5) Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may include in your response a copy of your warranties, but at a minimum please also answer the following questions.
 - Do your warranties cover all products, parts, and labor?
 - Do your warranties impose usage restrictions or other limitations that adversely affect coverage?
 - Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?
 - Are there any geographic regions of the United States for which you cannot provide a certified technician to perform warranty repairs? How will NJPA Members in these regions be provided service for warranty repair?
 - Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?
 - What are your proposed exchange and return programs and policies?
- 6) Describe any service contract options for the items included in your proposal.

Pricing, Delivery, Audits, and Administrative Fee

- 7) Provide a general narrative description of the equipment/products and related services you are offering in your proposal.
- 8) Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the NJPA discounted price) on all of the items that you want NJPA to consider as part of your RFP response. Provide a SKU for each item in your proposal. (Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract. See the body of the RFP and the Price and Product Change Request Form for more detail.)

- 9) Please quantify the discount range presented in this response. For example, indicate that the pricing in your response represents is a 50% percent discount from the MSRP or your published list.
- 10) The pricing offered in this proposal is
 - _____ a. the same as the Proposer typically offers to an individual municipality, university, or school district.
 - _____ b. the same as the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
 - _____ c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
 - _____ d. other than what the Proposer typically offers (please describe).
- 11) Describe any quantity or volume discounts or rebate programs that you offer.
- 12) Propose a method of facilitating “sourced” products or related services, which may be referred to as “open market” items or “nonstandard options”. For example, you may supply such items “at cost” or “at cost plus a percentage,” or you may supply a quote for each such request.
- 13) Identify any total cost of acquisition costs that are **NOT** included in the pricing submitted with your response. This cost includes all additional charges that are not directly identified as freight or shipping charges. For example, list costs for items like installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.
- 14) If delivery or shipping is an additional cost to the NJPA Member, describe in detail the complete shipping and delivery program.
- 15) Specifically describe those shipping and delivery programs for Alaska, Hawaii, Canada, or any offshore delivery.
- 16) Describe any unique distribution and/or delivery methods or options offered in your proposal.
- 17) Please specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with NJPA. This process includes ensuring that NJPA Members obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to NJPA.
- 18) Identify a proposed administrative fee that you will pay to NJPA for facilitating, managing, and promoting the NJPA Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor’s sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member’s cost of goods. (See RFP Section 6.29 and following for details.)

Industry-Specific Questions

- 19) Identify any features in your response that are different from your standard vehicle offering or that are unique to your proposal.
- 20) Demonstrate your processes to handle vehicles on order with NJPA members that are subject to a recall or that have open service campaigns.
- 21) Demonstrate your NJPA member communication processes from P.O. generation to the delivery of vehicle in order to meet member expectations.

Signature: _____ Date: _____

10 PRE-SUBMISSION CHECKLIST



Check when Completed	Contents of Your Bid Proposal	Hard Copy Required Signed and Dated	Electronic Copy Required - CD or Flash Drive
	Form A: Proposer Questionnaire with all questions answered completely	X - signature page only	X
	Form B: Proposer Information		X
	Form C: Exceptions to Proposal, Terms, Conditions, and Solutions Request	X	X
	Form D: Formal Offering of Proposal	X	X
	Form E. Contract Acceptance and Award		X
	Form F: Proposers Assurance of Compliance	X	X
	Form P: Proposer Questionnaire with all questions answered completely	X-signature page only	X
	Certificate of Insurance with \$1.5 million coverage	X	X
	Copy of all RFP Addendums issued by NJPA	X	X
	Pricing for all Products/Equipment/Services within the RFP being proposed		X
	Entire Proposal submittal including signed documents and forms.		X
	All forms in the Hard Copy Required Signed and Dated should be inserted in the front of the submitted response, unbound.		
	Package containing your proposal labeled and sealed with the following language: "Competitive Proposal Enclosed, Hold for Public Opening XX-XX-XXXX"		
	Response Package mailed and delivered prior to deadline to: NJPA, 202 12th St NE, Staples, MN 56479		

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11 NJPA VENDOR PRICE AND PRODUCT CHANGE REQUEST FORM

Section 1. Instructions for Vendor

Requests for product or service changes, additions, or deletions will be considered at any time throughout the awarded contract term. All requests must be made in writing by completing sections 2, 3, and 4 of this NJPA Price and Product Change Request Form and signed by an authorized Vendor representative in section 5. All changes are subject to review by the NJPA Contracts & Compliance Manager and to approval by NJPA's Chief Procurement Officer. Submit request through email to your assigned NJPA Contract Administrator.

NJPA will determine whether the request is 1) within the scope of the original RFP, and 2) in the best interests of NJPA and NJPA Members. Approved Price and Product Change Request Forms will be signed and emailed to the Vendor contact.

The Vendor must complete this change request form and individually list or attach all items or services subject to change, must provide sufficiently detailed explanation and documentation for the change, and must include a complete restatement of pricing documentation in an appropriate format (preferably Microsoft® Excel®). The pricing document must identify all products and services being offered and must conform to the following NJPA product/price change naming convention: (Vendor Name) (NJPA Contract #) (effective pricing date); for example, "Acme Widget Company #012416-AWC eff. 01-01-2017."

NOTE: New pricing restatements must include all products and services offered regardless of whether their prices have changed and must include a new "effective date" on the pricing documents. This requirement reduces confusion by providing a single, current pricing sheet for each Vendor and creates a historical record of pricing.

ADDITIONS. New products and related services may be added to a contract if such additions are within the scope of the original RFP.

DELETIONS. New products and related services may be deleted from a contract if, for example, they are no longer available or have been modified to a point where they are outside the scope of the RFP.

PRICE CHANGES: Vendors may request price changes if they provide sufficient rationale for the change. For example, a Vendor that manufactures products that require substantial petroleum-related material might request a 3% price increase because of a 20% increase in petroleum costs.

Price decreases: NJPA expects Vendors to propose their very best prices and anticipates that price reductions might occur because of improved technologies or marketplace efficiencies.

Price increases: Acceptable price increases typically result from specific Vendor cost increases. The Vendor must include reasonable justification for the price increase and must not, for example, offer merely generalized statements about an increase in a cost-of-living index. Appropriate documentation should be attached to this form, including such items as letters from suppliers announcing price increases.

Refer to the RFP for complete "Pricing" details.

Section 2. Vendor Name and Type of Change Request

AWARDED VENDOR NAME:

NJPA CONTRACT NUMBER:

CHECK ALL CHANGES THAT APPLY:

- Adding Products/Services
- Deleting Products/Services
- Price Increase
- Price Decrease

Section 3. Detailed Explanation of Need for Changes

List the products and/or services that are changing or being added or deleted from the previous contract price list, along with the percentage change for each item or category. (Attach a separate, detailed document if changing more than 10 items.)

Provide a general statement and documentation explaining the reasons for these price and/or product changes.

EXAMPLES: 1) "All pricing for paper products and services are increased 5% because of increased raw material and transportation costs (see attached documentation of fuel and raw materials increase)." 2) "The 6400 series floor polisher is being added to the product list as a new model, replacing the 5400 series. The 6400 series 3% increase reflects technological changes that improve the polisher's efficiency and useful life. The 5400 series is now included in the "Hot List" at a 20% discount from the previous pricing until the remaining inventory is liquidated."

If adding products, state how these are within the scope of the original RFP.

If changing prices or adding products or services, state how the pricing is consistent with existing NJPA contract pricing.



Appendix A

NJPA The National Joint Powers Alliance® (NJPA), on behalf of NJPA and its current and potential Member agencies, which includes all governmental, higher education, K-12 education, not-for-profit, tribal governmental, and all other public agencies located in all fifty states, Canada, and internationally, issues this Request For Proposal (RFP) to result in a national contract solution.

For your reference, the links below include some, but not all, of the entities included in this proposal.

http://www.usa.gov/Agencies/Local_Government/Cities.shtml

<http://nces.ed.gov/globallocator/>

<https://harvester.census.gov/imls/search/index.asp>

<http://nccsweb.urban.org/PubApps/search.php>

<http://www.usa.gov/Government/Tribal-Sites/index.shtml>

<http://www.usa.gov/Agencies/State-and-Territories.shtml>

<http://www.nreca.coop/about-electric-cooperatives/member-directory/>

[Oregon](#)

[Hawaii](#)

[Washington](#)



ADDENDUM ONE (1)
To that certain
NJPA RFP #120716
Issued by
National Joint Powers Alliance®
For the procurement of

VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES

Consider the following to be part of the above-titled RFP: Pre-Proposal Conference.

Because some prospective vendors may have had difficulty accessing our originally scheduled pre-proposal conference, we are providing another conference. You do not need to attend this conference in order to respond to the RFP, but it is highly recommended. It will be held **November 23, 11 a.m. CT.**

Topic: Vehicles, Cars, Vans, SUVs, & Light Trucks with Related Equipment, Accessories, and Services
Host: National Joint Powers Alliance
Date and Time:
Wednesday, November 23, 2016 11:00 am, Central Standard Time (Chicago, GMT-06:00)
Wednesday, November 23, 2016 12:00 pm, Eastern Standard Time (New York, GMT-05:00)
Wednesday, November 23, 2016 9:00 am, Pacific Standard Time (San Francisco, GMT-08:00)
Wednesday, November 23, 2016 10:00 am, Mountain Standard Time (Arizona, GMT-07:00)
Event number: 660 414 994
Registration password: This event does not require a password for registration

To view in other time zones or languages, please click the link:
<https://njpa.webex.com/njpa/onstage/g.php?MTID=e1d362d785372a206a9e12e120811c627>

To join the audio conference only

US TOLL: +1-415-655-0001
Global call-in numbers: <https://njpa.webex.com/njpa/globalcallin.php?serviceType=EC&ED=491351762&tollFree=0>
Access code: 660 414 994

For assistance

You can contact National Joint Powers Alliance at:
vidcon@njpacoop.org

<https://www.webex.com>

IMPORTANT NOTICE: This WebEx service includes a feature that allows audio and any documents and other materials exchanged or viewed during the session to be recorded. By joining this session, you automatically consent to such recordings. If you do not consent to the recording, discuss your concerns with the meeting host prior to the start of the recording or do not join the session. Please note that any such recordings may be subject to discovery in the event of litigation.

Acknowledgment of Addendum One (1) to RFP 120716 emailed on November 16, 2016.

COMPANY NAME: _____

SIGNATURE: _____

DATE: _____

Please include this signed Addendum with your RFP response.

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FORM E
CONTRACT ACCEPTANCE AND AWARD



(Top portion of this form will be completed by NJPA if the vendor is awarded a contract. The vendor should complete the vendor authorized signatures as part of the RFP response.)

NJPA Contract #: 120716-NAF

Proposer's full legal name: 72 Hour LLC, dba National Auto Fleet Group

Based on NJPA's evaluation of your proposal, you have been awarded a contract. As an awarded vendor, you agree to provide the products and services contained in your proposal and to meet all of the terms and conditions set forth in this RFP, in any amendments to this RFP, and in any exceptions that are accepted by NJPA.

The effective date of the Contract will be January 17, 2017 and will expire on January 17, 2021 (no later than the later of four years from the expiration date of the currently awarded contract or four years from the date that the NJPA Chief Procurement Officer awards the Contract). This Contract may be extended for a fifth year at NJPA's discretion.

NJPA Authorized Signatures:


NJPA DIRECTOR OF COOPERATIVE CONTRACTS
AND PROCUREMENT/CPO SIGNATURE

Jeremy Schwartz
(NAME PRINTED OR TYPED)


NJPA EXECUTIVE DIRECTOR/CEO SIGNATURE

Chad Coauette
(NAME PRINTED OR TYPED)

Awarded on January 16, 2017

NJPA Contract # 120716-NAF

Vendor Authorized Signatures:

The Vendor hereby accepts this Contract award, including all accepted exceptions and amendments.

Vendor Name 72 Hour LLC, National Auto Fleet Group

Authorized Signatory's Title Fleet Manager


VENDOR AUTHORIZED SIGNATURE

Jesse Colette
(NAME PRINTED OR TYPED)

Executed on 1-16, 2017

NJPA Contract # 120716-NAF

Form C

**EXCEPTIONS TO PROPOSAL, TERMS, CONDITIONS,
AND SOLUTIONS REQUEST**



Company Name: 7L Hoot LLC, DBA National Aero Fleet Group

Any exceptions to the terms, conditions, specifications, or proposal forms contained in this RFP must be noted in writing and included with the Proposer's response. The Proposer acknowledges that the exceptions listed may or may not be accepted by NJPA or included in the final contract. NJPA will make reasonable efforts to accommodate the listed exceptions and may clarify the exceptions in the appropriate section below.

Section/page	Term, Condition, or Specification	Exception	NJPA ACCEPTS
<i>N/A</i>		<i>None taken</i>	

Proposer's Signature: _____

Date: 12-5-16

NJPA's clarification on exceptions listed above:

LEGAL
12/9/16

GA

Contract Award
RFP #120716

FORM D



Formal Offering of Proposal
(To be completed only by the Proposer)

VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES

In compliance with the Request for Proposal (RFP) for VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES, AND SERVICES, the undersigned warrants that the Proposer has examined this RFP and, being familiar with all of the instructions, terms and conditions, general and technical specifications, sales and service expectations, and any special terms, agrees to furnish the defined products and related services in full compliance with all terms and conditions of this RFP, any applicable amendments of this RFP, and all Proposer's response documentation. The Proposer further understands that it accepts the full responsibility as the sole source of solutions proposed in this RFP response and that the Proposer accepts responsibility for any subcontractors used to fulfill this proposal.

72 HOCH LLC, DBA

Company Name: NATIONAL AUTO FLEET GROUP Date: 12-5-16

Company Address: 490 AUTO CENTER DRIVE

City: WATSONVILLE State: CA Zip: 95076

Contact Person: JESSE COOPER Title: FLEET MANAGER

Authorized Signature:  JESSE COOPER
(Name printed or typed)

FORM E
CONTRACT ACCEPTANCE AND AWARD



(Top portion of this form will be completed by NJPA if the vendor is awarded a contract. The vendor should complete the vendor authorized signatures as part of the RFP response.)

NJPA Contract #: 120716-NAF

Proposer's full legal name: 72 Hour LLC, dba National Auto Fleet Group

Based on NJPA's evaluation of your proposal, you have been awarded a contract. As an awarded vendor, you agree to provide the products and services contained in your proposal and to meet all of the terms and conditions set forth in this RFP, in any amendments to this RFP, and in any exceptions that are accepted by NJPA.

The effective date of the Contract will be January 17, 2017 and will expire on January 17, 2021 (no later than the later of four years from the expiration date of the currently awarded contract or four years from the date that the NJPA Chief Procurement Officer awards the Contract). This Contract may be extended for a fifth year at NJPA's discretion.

NJPA Authorized Signatures:


NJPA DIRECTOR OF COOPERATIVE CONTRACTS
AND PROCUREMENT/CPO SIGNATURE


NJPA EXECUTIVE DIRECTOR/CEO SIGNATURE

Jeremy Schwartz
(NAME PRINTED OR TYPED)

Chad Coauette
(NAME PRINTED OR TYPED)

Awarded on January 16, 2017

NJPA Contract # 120716-NAF

Vendor Authorized Signatures:

The Vendor hereby accepts this Contract award, including all accepted exceptions and amendments.

Vendor Name 72 Hour LLC, National Auto Fleet Group

Authorized Signatory's Title Fleet Manager


VENDOR AUTHORIZED SIGNATURE

Jesse Coole
(NAME PRINTED OR TYPED)

Executed on 1-16, 2017

NJPA Contract # 120716-NAF

PROPOSER ASSURANCE OF COMPLIANCE



Proposal Affidavit Signature Page

PROPOSER'S AFFIDAVIT

The undersigned, authorized representative of the entity submitting the foregoing proposal (the "Proposer"), swears that the following statements are true to the best of his or her knowledge.

1. The Proposer is submitting its proposal under its true and correct name, the Proposer has been properly originated and legally exists in good standing in its state of residence, the Proposer possesses, or will possess before delivering any products and related services, all applicable licenses necessary for such delivery to NJPA members agencies. The undersigned affirms that he or she is authorized to act on behalf of, and to legally bind the Proposer to the terms in this Contract.
2. The Proposer, or any person representing the Proposer, has not directly or indirectly entered into any agreement or arrangement with any other vendor or supplier, any official or employee of NJPA, or any person, firm, or corporation under contract with NJPA, in an effort to influence the pricing, terms, or conditions relating to this RFP in any way that adversely affects the free and open competition for a Contract award under this RFP.
3. The Proposer has examined and understands the terms, conditions, scope, contract opportunity, specifications request, and other documents in this solicitation and affirms that any and all exceptions have been noted in writing and have been included with the Proposer's RFP response.
4. The Proposer will, if awarded a Contract, provide to NJPA Members the /products and services in accordance with the terms, conditions, and scope of this RFP, with the Proposer-offered specifications, and with the other documents in this solicitation.
5. The Proposer agrees to deliver products and services through valid contracts, purchase orders, or means that are acceptable to NJPA Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to NJPA Members under an awarded Contract.
6. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
7. The Proposer understands that NJPA will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statute §13.591, Subd. 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals generally become public data. Minnesota Statute §13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.
8. The Proposer understands that it is the Proposer's duty to protect information that it considers nonpublic, and it agrees to defend and indemnify NJPA for reasonable measures that NJPA takes to uphold such a data designation.

[The rest of this page has been left intentionally blank. Signature page below]

By signing below, Proposer is acknowledging that he or she has read, understands, and agrees to comply with the terms and conditions specified above.

Company Name: 72 HOOT LLC, DBA NATIONAL AUTO FLEET GROUP

Address: 490 AUTO CENTER DRIVE

City/State/Zip: WATSONVILLE, CA 95076

Telephone Number: 855-289-6572

E-mail Address: JCOOPER@NATIONALAUTOFLEETGROUP.COM

Authorized Signature: *[Signature]*

Authorized Name (printed): JESSE COOPER

Title: FLEET MANAGER

Date: 12-2-16

Notarized

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

Subscribed and sworn to before me this 2 day of December, 2016

Notary Public in and for the County of Los Angeles State of California

My commission expires: July 30, 2019

Signature: *[Signature]*





Form P

PROPOSER QUESTIONNAIRE

Payment Terms, Warranty, Products and Services, Pricing and Delivery, and Industry-Specific Questions

Proposer Name: National Auto Fleet Group

Questionnaire completed by: Jesse Cooper

Payment Terms and Financing Options

- 1) What are your payment terms (e.g., net 10, net 30)?

Net 30

- 2) Do you provide leasing or financing options, especially those options that schools and governmental entities may need to use in order to make certain acquisitions?

Absolutely. We provide both municipal financing and municipal leasing available to all NJPA members in every state. We use National Cooperative Leasing, Diversified Leasing and NAFG Provided leasing options to all NJPA Members.

- 3) Briefly describe your proposed order process. Please include enough detail to support your ability to report quarterly sales to NJPA. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the NJPA Members' purchase orders.

There are two methods. One is the electronic ordering process, where the member logs into our website located at www.nationalautofleetgroup.com, builds their desired vehicle to their specifications, and then electronically sends us a purchase order. The vehicle is delivered directly to the user's specified end-user address, then we FedEx the customer all the appropriate documentations.

The other method, should the customer not be comfortable with internet or the use of our website, is where the member calls our toll-free number at 1-855-289-6572 and is greeted by one of our sales associates, who then creates a quotation based on the customer's needs and either emails, faxes, or physically mails it to the customer. The customer then sends us a purchase order. We then process the purchase order and deliver the vehicle to the customer's specified location.

We have reported directly to NJPA for the last 22 consecutive quarters.

- 4) Do you accept the P-card procurement and payment process? If so, is there any additional cost to NJPA Members for using this process?

Yes, we do accept the P-card procurement and payment process, and there is no additional cost for using it.

Warranty

- 5) Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may include in your response a copy of your warranties, but at a minimum please also answer the following questions.
- Do your warranties cover all products, parts, and labor?
 - Do your warranties impose usage restrictions or other limitations that adversely affect coverage?
 - Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?
 - Are there any geographic regions of the United States for which you cannot provide a certified technician to perform warranty repairs? How will NJPA Members in these regions be provided service for warranty repair?
 - Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?
 - What are your proposed exchange and return programs and policies?

The manufacturer's warranties are all written between the manufacturer and the NJPA member. Therefore, should a warranty repair be required, the member merely needs to take the vehicle to the closest manufacturer franchise (i.e. Ford, Toyota etc.) If the vehicle is not drivable, the customer can notify us through our toll-free number at 1-855-289-6572 and we will have it towed to the nearest facility. All this is done at no cost to the member. There are no conditions to qualify. Any new vehicle qualifies. The manufacturer's warranty does include labor and parts. Other than abuse, there are no restrictions or limitations that affect coverage. All warranty repairs are done in the manufacturer's facilities, thus there is no travel time for technicians. Warranty repairs are all performed in all 50 states, regardless of location. Any after-market accessories installed under our contract are covered by the written warranty for both parts and labor for the after-market installer, who provided them. There is no return policy. If a vehicle is no longer needed by the member, a 25% restocking charge can be imposed.

- 6) Describe any service contract options for the items included in your proposal.

We offer a multitude of service contracts and extended warranties, running all the way up to 250,000 miles. The cost, term, and coverage are determined by the mileage and term. Contact us directly for a quote.

Pricing, Delivery, Audits, and Administrative Fee

- 7) Provide a general narrative description of the equipment/products and related services you are offering in your proposal.

All of our pricing, by manufacturer, is listed in the attached books 1-18, outlined in our price summary along with our after market equipment categories.

- 8) Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the NJPA discounted price) on all of the items that you want NJPA to consider as part of your RFP response. Provide a SKU for each item in your proposal. (Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract. See the body of the RFP and the Price and Product Change Request Form for more detail.)

Utilizing a Percentage Off MSRP / LIST method, NAFG can offer NJPA members discounts ranging from 25.86% down to 1% across the 15 manufacturers depending on model. Please

see Tab 2 as well as Attachment Book 2-18 for "Pricing." We detail the addition of All Factory Options and After Market Equipment.

- 9) Please quantify the discount range presented in this response. For example, indicate that the pricing in your response represents is a 50% percent discount from the MSRP or your published list.

The percentage will vary on the very same product from state to state as the discount structure passed onto us by the manufacturers can vary from state to state. Therefore, we have included in the 18 attachment A's / Books the exact manufacturer's list price and our price side by side. This fixed pricing makes it easy to do price validations. In addition, all factory installed options can be added at factory invoice + 3% and all after-market accessories are offered at the up fitter's municipal pricing level which varies from 1-30% off of retail prices.

All of our pricing is based on 2017 year model. Any subsequent year model in the contract will be a maximum of 3% more + any required governmental, safety, emissions requirement as mandated by the federal or Canadian government.

- 10) The pricing offered in this proposal is

- a. the same as the Proposer typically offers to an individual municipality, university, or school district.
 b. the same as the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
 c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
 d. other than what the Proposer typically offers (please describe).

Our bid price is the most competitive price on the marketplace. It is far lower than any individual or other cooperatives have available to them. We leverage our entire company-wide purchasing power to the benefit to the NJPA member. Last year alone, company-wide, we delivered over 34,000 vehicles, which is the driving force that allows us to obtain deep discounts from all original equipment manufacturers and deliver the savings to the NJPA member. We don't think any other vendor can do that.

- 11) Describe any quantity or volume discounts or rebate programs that you offer.

They are all included in our bid price.

- 12) Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "nonstandard options". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.

Included in our bid are the base prices for all vehicles. Factory options can be added at +10%. All sourced goods are offered at the up fitter's municipal pricing level which varies from 1-30% off of retail prices.

- 13) Identify any total cost of acquisition costs that are **NOT** included in the pricing submitted with your response. This cost includes all additional charges that are not directly identified as freight or shipping charges. For example, list costs for items like installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.

There are no hidden or undisclosed costs in our proposal. All costs are legitimate and fully disclosed to the NJPA member.

- 14) If delivery or shipping is an additional cost to the NJPA Member, describe in detail the complete shipping and delivery program.

There is no additional cost. All shipping is included in the original quote to the member.

- 15) Specifically describe those shipping and delivery programs for Alaska, Hawaii, Canada, or any offshore delivery.

Shipping to Alaska or Hawaii can be one of two ways. Either from the assembly point directly to the franchise dealer in Alaska or Hawaii, or if the NJPA member requires a lower 48 state specialized body installation, then freight is calculated from the Port of Long Beach, Port of Los Angeles, or the Port of Seattle, Washington. It is included in the original NJPA member quote.

- 16) Describe any unique distribution and/or delivery methods or options offered in your proposal.

To us, these are not unique. We have been doing this for years, and we continue to do this every day. Our competitors do not have that advantage.

- 17) Please specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with NJPA. This process includes ensuring that NJPA Members obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to NJPA.

We have an in-house financial administrator who monitors that on a daily basis. In addition, we bring in twice a year, Polmaris and Associates (an independent certified public accountant from Sacramento, California) to review all payments and disbursements.

- 18) Identify a proposed administrative fee that you will pay to NJPA for facilitating, managing, and promoting the NJPA Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See RFP Section 6.29 and following for details.)

- 1) 1% of the unit price is up to \$700.00 other than "related equipment" pass through items
- 2) Total amount in any 12-month period will not exceed \$4,500,000.00 in Administration Fees
- 3) NAFG reserves the right to waive all or in part the Admin Fee when faced with a large county of State competition and or faced with unusable circumstances.

Industry-Specific Questions

- 19) Identify any features in your response that are different from your standard vehicle offering or that are unique to your proposal.

Our proposal is unique primarily in the fact that we are the only ones that have the order to deliver online system available exclusively for your members. None of the other bids you are reviewing today can state that.

- 20) Demonstrate your processes to handle vehicles on order with NJPA members that are subject to a recall or that have open service campaigns.

Our staff keeps a running list of open recalls by manufacturer. We cross check it on a weekly basis to try and ensure that none of your members receive a vehicle with an open outstanding recall or campaign.

- 21) Demonstrate your NJPA member communication processes from P.O. generation to the delivery of vehicle in order to meet member expectations.

After the PO is issued to NAFG we send our client an order confirmation with an estimated time of arrival for the purchase. We give members the option of how frequently they would like updates on their vehicles, as well as communicating any complications along the way. Our staff communicates through any form that customers feel comfortable with, whether it is faxes, calls, or emails. When the vehicle is ready to be delivered, we give the customers advance notice to ensure they are ready to receive the vehicle. All vehicle paperwork documents are sent out via UPS, and tracking numbers are provided to the client.

Signature: _____



Date: _____

12-6-16

RECEIVED

Item No. 4

OCT 16 2018

CITY OF SOUTH GATE
OFFICE OF THE CITY MANAGER

City of South Gate
CITY COUNCIL

11:40am

AGENDA BILL

For the Regular Meeting of: October 23, 2018
Originating Department: Community Development

Department Director:

Joe Perez
Joe Perez

City Manager:

Michael Flad
Michael Flad

SUBJECT: CITY OF SOUTH GATE LOCAL ECONOMIC ADVISORY PROGRAM (LEAP) REPORT

PURPOSE: To inform the City Council of the findings and recommendations made by a panel of economic development experts to help the City improve its economic development efforts, particularly regarding support for small businesses.

RECOMMENDED ACTIONS: Receive and file the City of South Gate Local Economic Advisory Program (LEAP) report, containing findings and recommendations to improve the City's economic development efforts for small businesses.

FISCAL IMPACT: Funds in the amount of \$3,550 were included in the FY 2018/19 budget for this project in account number 100-603-41-6101 (General Fund-Community Development-Professional Services).

ALIGNMENT WITH COUNCIL GOALS: The LEAP report encourages economic development by supporting small businesses and supports the City's 2018 Comprehensive Economic Development Strategy.

ANALYSIS: The City retained the California Academy for Economic Development to facilitate the preparation of a LEAP event on August 27, 2018. The California Academy for Economic Development (Academy) is a center devoted to Economic Development training, education, and research. As a non-profit organization managed by the California Association for Local Economic Development (CALED), the Academy operates the LEAP program. Through this program, the Academy assembles a panel of economic development experts to provide recommendations to municipalities. The South Gate LEAP Team included economic development staff from the cities of Glendora, Garden Grove, and Long Beach, as well as the director of the Orange County Inland Empire SBDC and an economic development consultant. Prior to the LEAP event, the panel reviewed the City's relevant market research and business data. As part of the LEAP, the panel interviewed:

- local small business owners;
- representatives from the South Gate Chamber of Commerce and Tweedy Mile Association;
- local real estate brokers;
- a representative from the local Small Business Development Center (SBDC); and
- City staff.

Following the research and interviews, the LEAP Team incorporated its findings and recommendations into the attached report. The LEAP team focused on what areas of assistance are most valuable to local businesses, how events and resources are currently benefitting small businesses, and how the City can better coordinate with its local partners in economic development. The recommendations are included in the attached report and summarized below.

The LEAP Team learned that South Gate businesses generally find the City good to work with, and felt their most pressing needs included mentoring, learning and applying practical marketing, workforce development and financing tools. While it is generally understood that the City is unable to commit additional resources to build a large internally-run small business program, with the support of the South Gate Chamber of Commerce and Tweedy Mile Association and regional (SBDC and SCORE) partners, South Gate can expect better outcomes for small businesses by communicating the local business needs to these entities, including:

- Actively engage with the local Small Business Development Center to provide more local programming such as SBDC workshops and training;
- Connect the business community with Hub Cities Consortium, which serves as the local workforce development board;
- Distribute a survey to business owners to get more details about assistance needs from a broader contingent of businesses;
- Promote shopping local/homegrown campaign;
- Celebrate local success stories;
- Learn from others (Long Beach) on how to partner with the local Small Business Development Center more effectively; and
- Start a conversation with SCORE on a Gateway Cities hub.

Additionally, the LEAP Team prioritized the following projects for City staff to take to coordinate more effectively with SBDC, SCORE, Tweedy Mile Association and the South Gate Chamber of Commerce:

- Assemble information about real estate market and sales trends to better understand future opportunities;
- Provide internal organizational training for City staff, and encourage interdepartmental coordination, to see economic development as a citywide effort;
- Expand startup and business expansion funding;
- Monitor economic development programs to ensure they target businesses' needs, benchmarking progress with surrounding cities; and
- Build a business database to promote broker networking.

Fortunately, many of these activities are a refocusing of existing actions by City staff, particularly the management analyst in the Community Development Department who is largely focused on these efforts. While these long term goals are important, initial steps the LEAP Team recommended to the City include:

- Ask businesses to share data with the City's Management Analyst in charge of economic development;
- Maintain a list of useful resources, tools, partners, and successes on the expanded City's economic development webpage;
- Share clear messaging for City staff across departments;

- Evaluate the existing façade improvement program and consider awarding more funding to expand reach to more businesses;
- Target CDBG funding for startup and expansion assistance, including equipment and inventory purchases, working capital, façade improvement, and other purposes;
- Continue efforts to meet and seek input from local businesses, particularly small businesses;
- As part of agreements with the City, request small-business focused metrics and measurements from the South Gate Chamber of Commerce and the Tweedy Mile Association; and
- Participate with the local brokerage community through attendance at their monthly meetings to highlight benefits of doing business in South Gate.

Based on its visit to the City and conversations with local business owners, the LEAP Team assembled the aforementioned recommendations for the City to implement to assist further in local businesses' successes. The recommendations are intended to help address the areas of greatest needs among local businesses, to ensure effective communication between local business owners and organizations that can help them, and to make the most of limited City resources to complement others' efforts.

Implementing these recommendations will support the City's businesses and enable more of them to thrive, providing benefits to the community in the form of employment, economic activity, and tax revenues. In addition, these intentional, focused efforts to support existing, small, local businesses will help to curb the threats of gentrification by cultivating wealth and prosperity among local residents and workers.

BACKGROUND: In June 2018, the City prepared an economic development strategy, identifying four core focus areas intended to guide City leaders in developing and implementing a successful economic development plan. One of the focus areas, "Leveraging Opportunity," includes an action step for the City to provide assistance to small businesses. The City sought the LEAP Team's assistance in part to provide recommendations on that action step.

The City requested that the LEAP Team focus on small businesses, because small businesses are especially key to the local economy. Not only does South Gate have a disproportionately high concentration of small businesses (77 percent compared to approximately 70 percent in California), but these small businesses also employ an unusually high percentage of the local workforce, where more than one out of every six jobs in South Gate is in a business with less than five employees. Because of the traditionally high failure rates of small businesses, a thriving entrepreneurial and startup culture is essential to a successful small business sector and local employment levels.

ATTACHMENT: LEAP Report- "Supporting Small Businesses"

**City of South Gate
Local Economic Advisory
Program (LEAP)**

**Supporting
Small Businesses**



City of
**South
Gate**

**October 16, 2018 Report
August 27, 2018 LEAP Event**



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OVERVIEW

A five-person volunteer team of economic development experts (“LEAP Team”) met in the City of South Gate (“City”) on August 27, 2018 to understand better the City’s current efforts in collaborating with small business partners and supporting small businesses, as well as how the City can improve its economic development efforts.

The City’s current economic development endeavors are restricted by limited staff and financial resources. The dissolution of redevelopment agencies in California severely reduced funding availability for the City’s economic development. Lacking a dedicated economic development department, the City runs an Economic Development Division (“EDD”) out of its Community Development Department. The City’s Community Development



Director, a Management Analyst, and an Administrative Services Coordinator provide part-time attention to citywide economic development efforts. The EDD’s goals are to support the creation of jobs, stimulate economic activity that grows the local tax base, and strategically position the city and its businesses to compete better in the economy.

Background

The City is located approximately 15 miles south of Los Angeles, along the Interstate 710 (Long Beach Freeway) and Alameda Corridor. According to the U.S. Census American Community Survey, the City had an estimated 99,578 residents and about 24,200 housing units as of 2015.

The City’s industrial roots began with the auto industry, where Firestone and GM both had major manufacturing activities based in the City. As these industries subsided throughout the country, other businesses moved into the City. Today, approximately 3,000 businesses are based in the City. Small businesses are especially key to the local economy; not only does the City have a

disproportionately high concentration of small businesses (77 percent compared to approximately 70 percent in California), but these small businesses also employ an unusually high percentage of the local workforce, where more than one out of every six jobs in South Gate is in a business with less than five employees.

Because of the traditionally high failure rates of small businesses, a thriving entrepreneurial and startup culture is essential not only to a successful small business sector, but local employment levels too. According to many local leaders, South Gate lacks the organizational infrastructure necessary to ensure that small businesses are aware of local, state, and federal resources to help them succeed. The City also lacks business mentors actively working in the region.

In June 2018, the City prepared an economic development strategy, identifying four core focus areas intended to guide city leaders in developing and implementing a successful economic development plan. One of the focus areas, "Leveraging Opportunity," includes an action step for the City to provide assistance to small businesses. The City sought the LEAP Team's assistance in part to provide recommendations on that action step.



The LEAP Team was given three priorities on which to focus their efforts, identified on the following page.

LEAP Event Priorities

1. Solicit input from local small business owners to understand what areas of assistance are most valuable;
2. Evaluate, particularly given the demographic makeup of the community and small business owners, the effectiveness of communication of Small Business Development Center ("SBDC"), SCORE, and events and resources hosted by business organizations such as the South Gate Chamber of Commerce and the Tweedy Mile Association; and
3. Make recommendations for how the City can better coordinate with these small business partners to ensure that South Gate small businesses are receiving the assistance they need.

METHODOLOGY

To address the Priorities, the LEAP Team and City staff completed the following:

Prior to the event:

- The City's Community Development Director and the Management Analyst communicated with RSG between September 2017 and June 2018 to discuss the LEAP program, prepare the problem statement, and arrange the event details;
- The LEAP Team participated in a conference call on August 14, 2018, to have an initial discussion about the City's business makeup and the Priorities; and
- In preparation for the event, members of the LEAP Team reviewed relevant market research, business and real estate data, and demographic and socioeconomic information about the City, as well as the City's June 2018 Economic Development Strategy.



At the August 27, 2018 event, the LEAP Team:

- Following a welcome from the City's Community Development Director, began the day by interviewing over a dozen local business owners;
- Continued with interviews of South Gate Chamber of Commerce representatives, local commercial and industrial real estate brokers, and a representative of the local SBDC;
- Met with the City Manager and Community Development Director to share their initial impressions of the local business community and its needs;
- Interviewed the local SCORE representative; and
- Convened to discuss additional impressions and to form recommendations for the City.

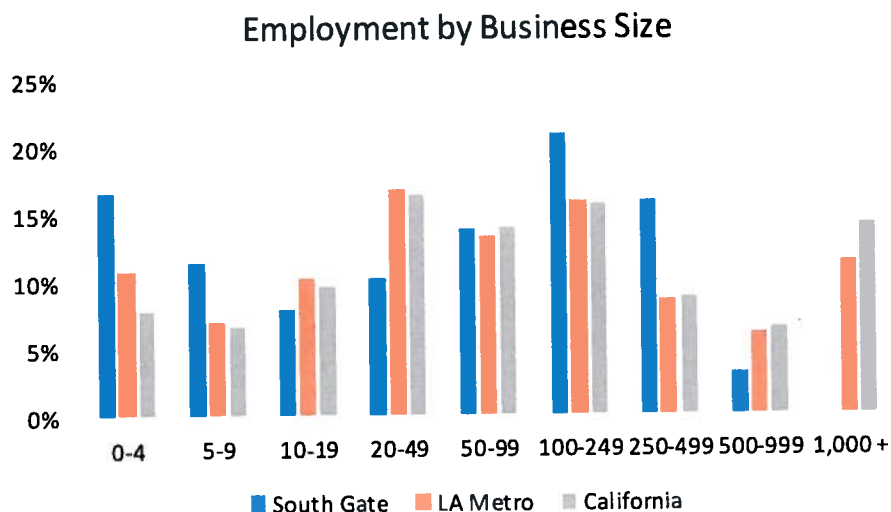
OBSERVATIONS

The LEAP Team made the following observations, incorporating their experience, analysis of market data and trends, the August 27, 2018, interviews with business owners and other local stakeholders, and discussions with City staff. These observations provide the basis for recommendations that follow in the next section.

Areas of Assistance

Figure 1 below shows that businesses with less than 10 employees employ approximately 28% of all workers in South Gate, compared to less than 18% in the Los Angeles Metropolitan Area and less than 15% in the State of California. Given this **high rate of employment at very small businesses**, the City will receive a greater return on its investment in small business success. The best form this can take is to arrange for training on a range of business management skills. **Many of the businesses in the City are owned and operated by immigrant or second-generation residents**, many with limited English skills, a factor that needs to be addressed in any business assistance outreach. As the LEAP Team understood from the interviews, these **business owners are engrossed in the day-to-day operations of their businesses**, usually engaged in where their passions lie and serving customers that they value deeply.

Figure 1. Employment by Business Size



To serve its businesses despite its limited staff resources, the City should **leverage local organizations engaged in cultivating a more robust business community**, by developing

partnerships with the Long Beach/Gateway Cities SBDC and HUBCities, which serves as the local workforce development board. The City can advocate for its businesses more strongly by putting pressure on these and other business-serving organizations to have more local events and to work more with the City's businesses, as well as by making more connections between local business owners and such available resources, already present in the region.

Noting that some local businesses operate entirely in Spanish, and based on their experience and the interviews, the LEAP Team believes that **trainings should be available in both English and Spanish**, but separately. Having a training presented in two languages simultaneously breaks the flow of the training and makes it harder for attendees to follow. Instead, the same training should be presented twice, on separate days, once in English and once in Spanish. The Emprendedor@s Program is an 8-week entrepreneurship training in Spanish offered by the Orange County SBDC and could serve as a model.

Providing the local business owners with general entrepreneurial training is essential. Returning back to basics such as sharing resources on how to create and/or update a business plan to evaluate the success of their business operations would help to build the foundation for businesses to thrive. Promoting other areas of training that are integral to a business's success should be incorporated into future workshops to help business owners achieve the following:

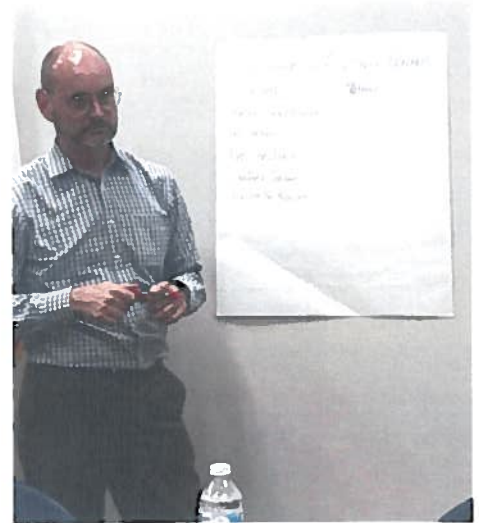
- how to understand the market potential for their good or service,
- how to leverage local resources for workforce training to recruit and train staff,
- how to build and maintain a sales and customer base,
- how to access capital for growth and avoid overly expensive capital loans, and
- how to use social media effectively to drive business growth.

Improving Communication

Beyond the areas of training identified, the **City's businesses would benefit from stronger coordination with local experts and stakeholders**, including SBDC, SCORE, the local Chamber of Commerce, and the Tweedy Mile Association, a business improvement district that receives annual fees collected by the City from businesses in its service area.

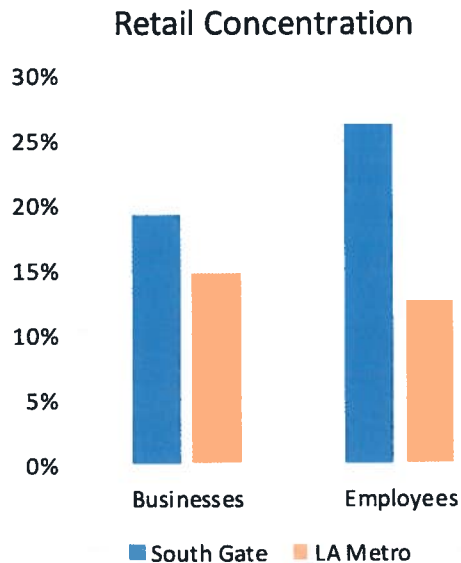
The LEAP Team learned that the **City and its Chamber of Commerce, to some extent, still must combat the reputation of corruption caused by scandals from almost two decades ago.** Further, the Chamber of Commerce saw a large decrease in membership following the

Great Recession of 2008 and today has **106 members out of approximately 3,000 businesses located in the City**. It appears that many small businesses in the community are not or feel that they are not represented by the Chamber of Commerce's membership, composed mostly of larger businesses. Despite these setbacks, the **Chamber of Commerce is in a prime position for growth**. Impressed with the Chamber of Commerce's current leadership, the LEAP Team advises that the City rely on the Chamber of Commerce to lead more of the business outreach efforts. This would allow the City to focus its limited staff on other objectives.



Such efforts should include a promotion for local shopping. The City has a **higher than average concentration of retail businesses and an even higher concentration of retail employment**, as seen in **Figure 2**. This indicates that retail businesses and retail employment make up a larger share of businesses and employment in the City than in Los Angeles County. By emphasizing local civic pride and the benefits that public revenues generated at local businesses provide in the form of funding for services, the Chamber of Commerce can encourage residents to patronize City businesses.

Figure 2. Retail Concentration



Many of the City's small, owner-operated businesses offer **great opportunities to highlight success stories**, especially of immigrants and second-generation residents. By highlighting these stores, the Chamber of Commerce can leverage **civic pride further to support small, local businesses**. One way to highlight business successes would be to spotlight a business in a monthly electronic newsletter, distributed to member businesses. In addition, the City's **history in the automotive industry** can be capitalized on by sharing success stories of current automotive businesses, particularly whose owners have local roots. **Figure 3** demonstrates the City's strength in automotive repair and maintenance businesses and employment.

In addition to working more with the Chamber, the City can take greater advantage of the services of the Long Beach/Gateway Cities SBDC and SCORE. Many of the former's beneficiaries are located in the City of Long Beach, 30 minutes from the City of South Gate. While understandable given Long Beach's relative size and the SBDC's location in that city, this means that South Gate businesses are not receiving available assistance. City staff can communicate more with their counterparts in Long Beach to learn how Long Beach has partnered so effectively with the SBDC and apply those lessons to arrange for more workshops and advising services provided closer to and in the City.

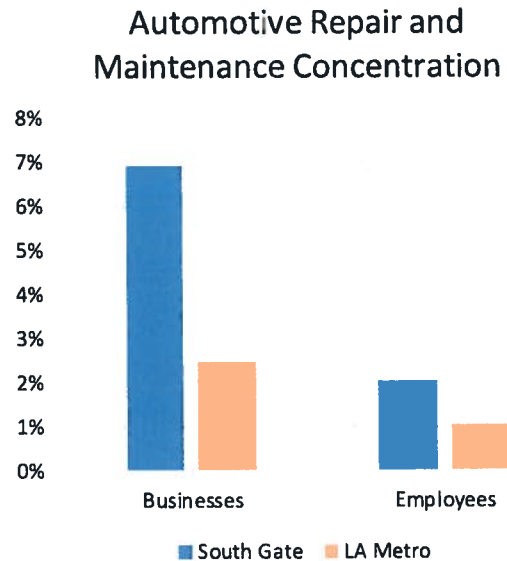
SCORE is a nonprofit association dedicated to helping small businesses get off the ground, grow, and achieve their goals through education and mentorship. Successful business executives volunteer to provide mentoring and workshops for businesses. Seeing growing demand for their services, the regional chapter of SCORE has been expanding, with a recent new location in the San Gabriel Valley. The LEAP Team sees the potential for a SCORE location in the City to provide services to all Gateway Cities.

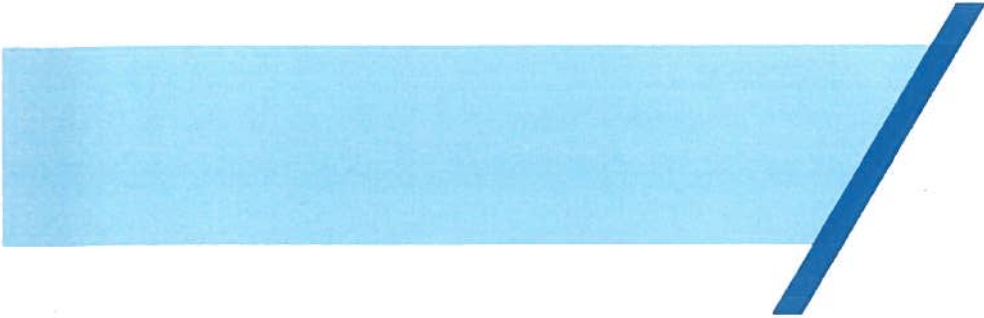
The Tweedy Mile Association, meanwhile, primarily serves businesses along the Tweedy Mile corridor. While it is primarily focused on a targeted area, the Tweedy Mile Association helps to produce the Annual Street Fair, organizes merchants' sidewalk sales, and provides community programs such as art and signing contests, Halloween and Christmas celebrations. The Tweedy Mile Association can supplement the Chamber of Commerce's efforts for its member businesses.

The City's Role

By working with other organizations like the Long Beach/Gateway Cities SBDC and the local Chamber of Commerce, the City can refocus its limited staff resources on projects to

Figure 3. Automotive Repair and Maintenance Concentration





coordinate economic development efforts among local partners and maximize the resulting benefits. The most important role for the City is to **orient its existing interactions with businesses toward making it easier for businesses to start, flourish, and expand**. The interviews revealed that some businesses find it hard to get things done when seeking City approval. An opportunity for the City to improve customer service delivery is to engage all City staff to acknowledge each of their respective contribution to the City's overall economic development efforts, from the public counter at which building plans are processed to business licensing to public works services to building inspections. The internal training is to strive for development review consistency while supporting businesses investment in South Gate. The ultimate goal would be to promote the City as business friendly and proactively enhance the business environment for new and expanding businesses. The **Chamber of Commerce can provide collaborative support for this project**, for example by serving as a welcoming committee to new businesses.

Another opportunity in which the LEAP Team believes the City should maintain its role is **information sharing**. This includes sharing information gathered from existing businesses or from a special database, maintaining a list of resources on the City website, and building a shareable business database to offer brokers a way to anticipate and react to growing businesses' location needs in the City. The City could work with the Chamber of Commerce and the Tweedy Mile Association to survey businesses every few years to receive input from businesses, to benchmark how they are doing, to gauge satisfaction with the City overall, and to glean their thoughts on what resources or assistance from the city would be beneficial.

Further, a potential business development resource is to make available the City's business license database (on a monthly or quarterly basis) to be shared with the Chamber of Commerce to promote a "Welcome to South Gate" communication to new local businesses. The incorporation of a local property database (such as CoStar or LoopNet) to the City's website to highlight available South Gate properties for lease and for sale is a simple outreach tool for small business entrepreneurs seeking possible locations who may not have the resources to engage an active broker.

One of the City's economic development successes is the **façade improvement program**. The LEAP Team would like to see the program **reach more businesses**, to widen the number of businesses impacted and expedite neighborhood improvement and investment. The City can achieve this by allocating more funds for the program and by identifying funding sources to supplement the grants given by the City. One funding source could be an increased allocation of Community Development Block Grants ("CDBG"), which are already used for the program. In addition to being used to expand the façade improvement program, an increased

CDBG funding allocation can be used to assist business startup and expansion with things like purchases of equipment and inventory, as well as supplying working capital.



The LEAP Team recommends that the City's economic development staff prioritize getting input from businesses, meeting with businesses, and **monitoring economic development programs** to ensure they are targeting local businesses' evolving needs. Business engagement efforts could initiate with business visits to the top ten commercial, retail, and industrial employers or sales tax generators. In working with the Chamber of Commerce and the Tweedy Mile Association, the City should request that each respective organization share metrics and measurements of organizational activity such as member referrals. This information can be incorporated into the City's review of programs and used to ensure that the City's economic development programs complement the other organizations' efforts.

RECOMMENDATIONS

The LEAP Team's observations led it to provide the City with the following recommendations addressing the LEAP Event Priorities.

Goal #1. Solicit input from local small business owners to understand what areas of assistance are most valuable.

The LEAP Team identified the following areas of assistance as most valuable to local businesses and the following methods to help the City secure that assistance.

Areas	Methods
<ul style="list-style-type: none"> • Business 101 / general entrepreneurial training • Education about resources • Understanding market potential • Leverage workforce training • How to build a sales and customer base • Awareness of financing options and access to capital • Getting entrepreneurial consulting as needed for specific needs 	<ul style="list-style-type: none"> • Actively engage with the local Small Business Development Center to provide more local programming such as SBDC workshops and training • Connect the business community with HUBCities, which serves as the local workforce development board • Distribute a survey to business owners to get more details about assistance needs from a broader contingent of businesses

Goal #2. Evaluate, particularly given the demographic makeup of the community and small business owners, the effectiveness of communication of SBDC, SCORE, and Chamber events and resources.

The LEAP Team recommends the following efforts to partner with SBDC, SCORE, the Chamber of Commerce, and the Tweedy Mile Association to improve communication and the following strategies to implement those efforts.

Efforts	Strategies
<ul style="list-style-type: none"> • Promote shopping local/homegrown campaign • Celebrate local success stories • Learn from others (Long Beach) on how to partner with the local Small Business Development Center more effectively • Start a conversation with SCORE on a Gateway Cities hub 	<ul style="list-style-type: none"> • Create a hashtag campaign to leverage social media outreach for local businesses and events • Encourage the South Gate Chamber of Commerce to lead these efforts, possibly with an agreement outlining mutual responsibilities • Encourage the Tweedy Mile Association to bolster these efforts in its area

Goal #3. Make recommendations for how the City can better coordinate with these small business partners to ensure that South Gate small businesses are receiving the assistance they need.

The LEAP Team prioritized the following projects and first steps for City staff to take to coordinate more effectively with SBDC, SCORE, and the Chamber of Commerce

Projects	First Steps
<ul style="list-style-type: none"> Assemble information about real estate market and sales trends to better understand future opportunities Provide internal organizational training for City staff, and encourage interdepartmental coordination, to see economic development as a citywide effort 	<ul style="list-style-type: none"> Ask businesses to share data with the City's Management Analyst in charge of economic development Maintain a list of useful resources, tools, partners, and successes on the expanded City's economic development webpage Share clear messaging for City staff across departments
<ul style="list-style-type: none"> Expand startup and business expansion funding 	<ul style="list-style-type: none"> Evaluate the existing façade improvement program and consider awarding more funding to expand reach to more businesses Target increased CDBG funding for startup and expansion assistance, including equipment and inventory purchases, working capital, façade improvement, and other purposes
<ul style="list-style-type: none"> Monitor economic development programs to ensure they target businesses' needs, benchmarking progress with surrounding cities 	<ul style="list-style-type: none"> Prioritize staff's meeting with, and getting input from, businesses As part of agreements with the City, request metrics and measurements from the Chamber of Commerce and the Tweedy Mile Association
<ul style="list-style-type: none"> Build a business database to promote broker networking 	<ul style="list-style-type: none"> Use business license software Participate with the local brokerage community through attendance at their monthly meetings to highlight benefits of doing business in South Gate

CONCLUSION

Based on its visit to the City and conversations with local business owners, the LEAP Team admires the entrepreneurial spirit and perseverance of small businesses in the City. Wanting to see them succeed, the LEAP Team assembled the aforementioned recommendations for the City to implement to assist further in local businesses' successes.

The recommendations are intended to help address the areas of greatest needs among local businesses, to ensure effective communication between local business owners and organizations that can help them, and to make the most of limited City resources to complement others' efforts.



LOCAL CONTRIBUTORS

The LEAP Team extends their sincere gratitude to the following local contributors for their invaluable participation in the LEAP event:

City staff members

- Michael Flad, City Manager
- Joe Perez, Community Development Director
- Marina Urias, Management Analyst

California Academy for Economic Development Regents

- Ralph Lippman, Executive Director, California Community Economic Development Association
- Jim Rabe, Senior Principal, Keyser Marston Associates

Business community interviewees

- Jerry Brown, Mr. C's Tow
- Alex Castaneda, TLP Entertainment
- Teresa Carlos, Angeleno Taxi
- Luis Contreras, Williams Data Management
- Mike Glaze, Auto Detail Supply Outlet
- Yudit Glaze, A Promise of Hope and Project Soy
- Evan Greenspan, Greenspan's
- Shajira Hope, Primerstor
- Alex Lopez, Alex Lopez Insurance Agency
- Fernando Madrigal, Altamed
- Christina Montalvo, Paparazzi Jewelry
- Lupe Perez, South Gate Pack N Ship
- Josue Ramon, Excellence Premier Real Estate
- Janet Torres, South Gate Chamber of Commerce
- Gary Wright, Williams Data Management

**Other interviewees**

- Jack Cline, Broker, Lee & Associates
- Brad Pollak, Director, Long Beach and Gateway Cities Small Business Development Center, hosted by Long Beach City College
- Tim Wallace, Broker, Cushman Wakefield
- Dennis Wright, District Director, SCORE, Los Angeles, Ventura, and Santa Barbara Counties

LEAP TEAM



Mike Daniel is the Regional Director of the Orange County/Inland Empire Small Business Development Center ("SBDC") Network. Mike oversees a network with seven service centers covering the region and servicing more than 5,000 small business owners each year. He has been with the SBDC program for over six years and has served as Director of the Long Beach City College SBDC. Mike has personally assisted more than 1,000 clients in areas such as business start-up, marketing, legal advice, funding opportunities, and more. Mike is also a small business owner, owning Rocky

Mountain Chocolate Factory's. He has been part of the Rocky Mountain franchise system for more than 15 years. As an entrepreneur, Mike has firsthand experience in systematizing operations, developing budgets, creating marketing programs and managing employees.

Contact Information

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Regional Director

Orange County/Inland Empire Small Business Development Center Network

Hosted at California State University, Fullerton, Mihaylo College of Business and Economics

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As Assistant to the City Manager, **Valerie Escalante's** responsibilities include overseeing economic development for the City of Glendora. Her efforts and activities focus on business attraction, business retention, and support of the business community, as well as developing partnerships with key stakeholders and developers. Her undertakings helped lead the city to its recognition as the Most Business Friendly City in Los Angeles County by the Los Angeles Economic Development Corporation in 2014 and the Best Downtown in the San Gabriel Valley by the SGV Newsgroup's Readers' Choice Awards for the past seven consecutive years. Valerie has been with the City of Glendora since 2011. She holds a Bachelor's Degree in Civil Engineering from the University of Southern California.

Contact Information

Valerie Escalante

Assistant to the City Manager

City of Glendora

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Lisa Kim was appointed the Community and Economic Development Director for the City of Garden Grove in April 2016. She brings more than 25 years of experience in the field of economic development, community revitalization, and redevelopment dissolution. Lisa oversees an annual department budget of \$33 million and is responsible for the administration of the Office of Economic Development, Building & Safety, Planning Services, Code Enforcement, and Neighborhood Improvement Divisions. She holds a Bachelor's Degree in Urban and Regional Planning and a Master's Degree in Public Administration.

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Eric Romero is a Project Manager in the City of Long Beach Economic Development Department, Business Development Bureau. He oversees and supports multiple program areas and special projects, including a \$10 million Business Improvement District Program, business assistance and entrepreneurship initiatives, data and performance management, communications and community outreach, policy development and implementation, and strategic planning. Eric previously worked in the City Manager's Office as a member of the City's first Innovation Team, which functioned as an in-house research and development unit, moving from one city priority to the next. Eric holds a Bachelor's Degree in Sociology from California State University, Long Beach and a Master's Degree in Urban and Regional Planning from University of California, Los Angeles.

Contact Information

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Jim Simon joined RSG in 1991 and has served as a Principal and shareholder since 2001. Inspired to improve the Golden State in his work, Jim delivers intelligence, innovation and passion to projects requiring his unparalleled expertise in fiscal health, real estate and economic development. For nearly 25 years, Jim is proud to have led projects that have resulted in the investment of over \$3 billion in private and public capital, transforming cities and communities across California. As President of RSG, Jim is helping to shape the next generation of the firm's legacy - leading RSG's team of inspired, creative and insightful consultants that serve over 100 communities each year.

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ABOUT THE ACADEMY



The California Academy for Economic Development (Academy) is a center devoted to Economic Development training, education, and research. By emphasizing innovation as well as tested methods, we strive to educate economic developers and communities on the best ways to grow healthy, vibrant communities. We are a 501(c)3 non-profit, managed by the California Association for Local

Economic Development (CALED).

Our mission:

- Educate economic development professionals, officials and others about the critical processes and strategies needed to improve California's communities so they can succeed in the global economy.
- Provide new business information and resources to local economic development professionals so that they, in turn, can pass this information on to entrepreneurs in their communities.
- Conduct supportive research, data development and analysis.
- Strengthen the link between economic development and educational institutions.
- Make economic development professionals more productive by bringing new technologies to the field.

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OCT 16 2018

Item No. 5

City of South Gate
CITY COUNCIL

CITY OF SOUTH GATE
OFFICE OF THE CITY MANAGER

12:30pm

AGENDA BILL

For the Regular Meeting of: October 23, 2018

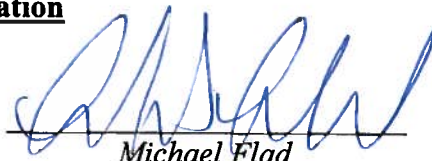
Originating Department: Parks & Recreation

Department Director:



Paul L. Adams

City Manager:



Michael Flad

SUBJECT: GRANT OPPORTUNITIES FOR PARK PROGRAMS AND GRANT READINESS UPDATE REPORT

PURPOSE: To inform the City Council of potential upcoming park grant opportunities and update on the City's readiness to successfully compete for these grants.

RECOMMENDED ACTION: Receive and file update report on grant opportunities for park programs and the City's readiness to successfully compete for these grant funds.

FISCAL IMPACT: None.

ALIGNMENT WITH COUNCIL GOALS: This item supports City Council Goal 5 – Continue Infrastructure Improvements. It is also consistent with the Parks & Recreation Master Plan and the recently approved Hollydale Parks Master Plan.

ANALYSIS: The City has done an excellent job of planning for current and future needs of its Parks & Recreation facilities. Priorities have been set and the Parks & Recreation Department (Department) has several projects in various stages of readiness to apply and successfully compete for several park grant programs which should become active within the next 12 months. After attending several workshops related to the proposed grant application processes, staff believes that there remains some important design work that must be completed to insure that the City has the best chance of being awarded this grant funding. This work, as with past planning work, will require an investment by the City. Failure to complete the noted design work may remove some projects from eligibility for funding and delay their implementation indefinitely.

BACKGROUND: Staff has consistently supported a long range planning approach to addressing the community's existing and future park needs. The Parks & Recreation Master Plan was completed and approved in 2008 based on significant community input and involvement. Since that time, many projects have been completed and staff has continued to work with the community to update the City's 20 year Master Plan and ensure that it continues to reflect and address the community's changing recreation and park needs.

In 2015, staff reported to the City Council that several new park grant programs were expected to be proposed and funded over the next few years and requested funding to continue the City's park planning

efforts and ensure that the City was ready when these grant opportunities became available. The City Council approved \$100,000 for additional master plan work to specifically address the three parks in the Hollydale area and adjacent to the river. The City Council later approved a total of \$154,000 to fund a needs assessment for the renovation of the Girls Club House at South Gate Park. Last fiscal year, after the completion and approval of the Hollydale Parks Master Plan, the City Council budgeted \$250,000 for completion of construction documents for Hollydale Community Park. These investments were approved to insure that the Hollydale Community Park planning process would have the projects ready to complete for the upcoming park grant programs.

In 2016, the voters of Los Angeles County approved Measure A, which will continue the Park funding provided by the 1992 and 1996 Proposition A Park Bond Acts. This ongoing tax measure will provide a regular stream of per capita park funding for the City and will soon offer competitive grant programs for park development and improvement within Los Angeles County. Staff has attended several workshops offered by the County Regional Parks and Open Space District (RPOSD) which will administer the grant programs and in November, will host another workshop in South Gate for surrounding cities to learn more about the upcoming grant opportunities and requirements. A common theme presented in all of the workshops has been “preplanning, public participation and shovel ready” as characteristics of successful grant applications for this program.

In 2018, voters in California approved Proposition 68, a clean water and park bond measure which will eventually provide over \$650 million in park development and improvement grants across the state. In September of this year, staff attended two comment workshops to review the proposed grant rules and procedures and provide comment. The state has recently released draft of the proposed Prop 68 guidelines for public review. These guidelines also strongly encourage projects that have completed a planning and design process. In addition, projects awarded during the first round will be required to be completed by June 30, 2022. This is a very short timeframe for projects that are not completely “shovel ready”.

Both these grant programs will not require matching funds from low income communities such as South Gate. However, by requiring all design work to be completed prior to submittal of the grant application, even lower income communities are still being asked to make an investment in their projects. It is now simply being required as planning and design costs rather than as a portion of the construction costs. At the current time, there are no available grant programs strictly for design of community park projects. The City must see these initial costs as an investment which may yield significant benefits if the grants are received.

In June of 2018, the City Council approved the ten-year update for the 2008 Parks & Recreation Master Plan which included the following list of priority projects. The total estimated cost to complete these projects was listed as \$80 million.

1	Girls Club House Renovations	\$20 million
2	South Gate Park Area 5	\$1 million
3	Circle Park Renovations	\$4 million
4	Hollydale Community Park Renovations	\$2.5 million
5	Hollydale Regional Park Renovations	\$50 million
6	Pool Expansion	\$2.5 million
7	Renovation of Scout Huts	Unknown

- Construction Documents for Area 5 at South Gate Park have been completed and split into separate projects such as the Family Picnic Area. These are being bid and completed as funding becomes available.
- Construction Documents for Hollydale Community Park Renovations are near completion and should be finalized and ready to bid by the end of the year.
- Concept designs for Circle Park were completed as part of the Hollydale Parks Master Plan. Funding for the remaining design work has not yet been budgeted.
- A needs assessment has been completed for the Girls Club House and concept design work completed based upon a program study. Construction Documents have not been budgeted yet for this project.

Summary of Project Status

Project	Remaining Design Costs	Design Next Step	Estimated Construction Cost	Probable Funding Source
Girls Club House Renovations	\$1.7 million	Construction Documents	\$18 million	Measure A Grant and local funding program
South Gate Park Area 5	\$0	Ready to Bid	\$1 million	Measure A Per Capita/Park Enhancement Fund
Circle Park Renovations	\$350,000	Construction Documents	\$4 million	Proposition 68 Grant
Hollydale Community Park Renovations	\$0	Plan Check	\$2.5 million	Proposition 68 Grant
Hollydale Regional Park Renovations	\$5 million	Construction Documents	\$50 million	LA River Revitalization, Proposition 68, Measure A and other future funding sources
Pool Expansion	\$200,000	Needs Assessment	\$2.5 million	Measure A Per Capita/Park Enhancement Fund
Renovation of Scout Area	TBD	Needs Assessment	TBD	Volunteer efforts and Donations

Completion of construction documents for Circle Park and the Girls Club House would position the City with our top four priority projects both ready to bid. Staff will soon be returning to the City Council with proposals for the remaining designs and requests for allocations.

ATTACHMENT: None.

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OCT 18 2018

City of South Gate
CITY COUNCIL

Item No. 6

CITY OF SOUTH GATE
OFFICE OF THE CITY MANAGER

10:20pm

AGENDA BILL

For the Regular Meeting of: October 23, 2018

Originating Department: Public Works

Department Director:


Arturo Cervantes

City Manager:


Michael Flad

SUBJECT: PROPOSAL TO UTILIZE UNUSED GRANT FUNDS ON THE FIRESTONE BOULEVARD REGIONAL CORRIDOR CAPACITY ENHANCEMENTS PROJECT, CITY PROJECT NO. 476-TRF, TO CONSTRUCT STUDENT, PEDESTRIAN, AND TRAFFIC SAFETY IMPROVEMENTS

PURPOSE: Construction of The Boulevard Project is proceeding under budget, leaving an estimated \$2.85 Million available for use, at this time. Staff is requesting the City Council consider utilizing some of the unused grant monies to fund additional improvements, unforeseen conditions and miscellaneous work on The Boulevard Project, that further meet grant requirements. Staff recommends adding improvements that will enhance student, pedestrian and motorist safety. In addition, staff recommends that the City Council approve a reduction in the scope of work previously approved in Change Order No. 1 to reflect construction costs that were higher than the preliminary engineering estimates obtained by the City.

RECOMMENDED ACTIONS:

- a. Authorize a reduction in scope of work and budget on Change Order No. 1 to Contract No. 3389 with Griffith Company (Change Order No. 1-Revised), from \$1,159,130 to \$508,406, to eliminate improvements that are not cost effective to implement on the Firestone Boulevard Regional Corridor Capacity Enhancements Project, City Project No. 476-TRF (The Boulevard Project);
- b. Approve utilization of unused grant funds to increase the scope of work and budget on The Boulevard Project in the amount of \$655,948, to fund additional work that is needed for unforeseen conditions, quantity adjustments and miscellaneous additional improvements, and authorize the Assistant City Manager/Director of Public Works to execute Change Order No. 2 to Contract No. 3389 with Griffith Company to incorporate these improvements; and
- c. Approve utilization of unused grant funds to incorporate additional improvements on The Boulevard Project in the amount of \$499,292 to further enhance student, pedestrian and traffic safety, and authorize the Assistant City Manager/Director of Public Works to execute Change Order No. 3 to Contract No. 3389 with Griffith Company to incorporate these improvements; and
- d. Authorize staff to negotiate additional improvements with the contractor to incorporate the Hildreth Avenue Intersection Improvements and Student Crossing Safety Barrier Improvements into Change Order No. 3 to Contract No. 3389, and administratively amend Change Order No. 3 if a cost-effective fee proposal can be negotiated, with a not-to-exceed allowance of \$225,000.

FISCAL IMPACT: There is no fiscal impact to the General Fund. A total of \$2,851,730 in unused grant funds is available to fund the additional work as summarized in Table A in the following page.

GA/184

	Call for Project	City Funds	Prop C LR	Measure R	Measure M	Senate Bill 1	Total	Budget Balance
Project Budget	\$7,071,322	\$745,022	\$ 3,500,000	\$ 6,000,000	\$ 2,000,000	\$ 932,684	\$ 20,249,028	\$20,249,028
Future Incoming Budget*		\$390,968					\$ 390,968	\$20,639,996
Design Phase	\$ 927,975		\$ 493,737	\$ 3,680	\$ 24,117		\$ 1,449,509	\$19,190,487
Construction Management	\$ 653,347			\$ 513,345		\$ 93,335	\$ 1,260,027	\$17,930,460
Contract Amount	\$4,350,414	\$658,895	\$ 2,206,449	\$ 4,131,165	\$ 1,786,089	\$ 145,620	\$ 13,278,632	\$ 4,651,828
CCO No. 1**	\$ 521,859		\$ (330,000)	\$ 819,600	\$ 213,911	\$ (66,240)	\$ 1,159,130	\$ 3,492,698
CCO No. 1 (Revised)	\$ 468,432		\$ (38,936)	\$ 224,530		\$ (145,620)	\$ 508,406	\$ 4,143,422
CCO No. 2	\$ 224,370		\$ 186,925	\$ 244,653			\$ 655,948	\$ 3,487,474
CCO No. 3	\$ 361,664	\$380,968	\$ (273,340)	\$ 30,000			\$ 499,292	\$ 2,988,182
Hildreth Intersection/Student Barrier Improvements		\$ 90,000		\$ 135,000			\$ 225,000	\$ 2,763,182
Planned Misc. Costs***	\$ 85,120		\$ 157,124	\$ 351,911		\$ 153,913	\$ 748,068	\$ 2,015,114
Contingency/Unused Funds		\$ 6,127	\$ 768,041	\$ 365,716	\$ 189,794	\$ 685,436	\$2,015,114	

**"Future Incoming Budget" consists of \$90,000 budgeted for the Hildreth Improvements, \$20,000 budgeted in Water Funds, and \$280,968 planned to be received from East Los Angeles College from their fairshare cost of the proposed traffic signal improvements on Calden Avenue.

**CCO No. 1 in the amount of \$1,159,130 is not a part of this summation table because it is to be replaced by CCO No. 1-Revised.

***"Planned Misc. Costs include items such as additional construction management, design, staff time, project management, etc.

ALIGNMENT WITH COUNCIL GOALS: The Boulevard Project meets the City Council's goal for "Continuing Infrastructure Improvements."

ANALYSIS: The City budgeted approximately \$20.2M in grant and restricted funds to implement The Boulevard Project. An estimated budget balance \$4.2M in grant and local match funds became available for the project after the City received construction bids that were well below the engineer's construction estimate. As a strategy to maximize the use of the grant funds, the City Council awarded a \$13.3M construction contract, and approved incorporating into the project \$1,159,130 in additional improvements under Change Order No. 1. Change Order No. 1 was staff's strategy to utilize the unused grant funds.

Construction has now been underway for eight months, and a new strategy is recommended to maximize the utilization of unused grant funds. This new strategy provides additional consideration to the needs of the community such as more safety and congestion relief, as well as to the real-time needs of construction activities. These needs can be summarized in three categories: additional improvements, unforeseen conditions and construction quantity adjustments. This new strategy accomplishes the following: (a) reduces the scope of work and budget of Change Order No. 1 by removing some additional improvements that were not cost effective to implement, (b) addresses unforeseen conditions, construction quantity adjustments and miscellaneous additional improvements under Change Order No. 2, and (3) incorporates additional improvements that enhance safety and reduce congestion under Change Order No. 3.

By approving these actions (i.e. the new strategy), the City Council will be funding \$1.7M in additional improvements, removing \$811K in improvements that were not cost-effective to construct, and funding \$656K in unforeseen conditions and contingency work.

BACKGROUND: The Boulevard Project is underway to increase safety, reduce congestion and beautify Firestone Boulevard. Project features include adding one lane of traffic in each direction, raised landscaped medians, pavement rehabilitation, pedestrian lighting, storm water quality improvements, and Americans with Disability Act (ADA) improvements.

On November 28, 2017, the City Council approved Contract No. 3389 with Griffith Company in the amount of \$13,278,632 as well as Change Order No. 1 in the amount of \$1,159,130. The change order envisioned funding \$1.68M in additional improvements and removing \$524K in improvements that were not cost-effective to construct. Staff is recommending reducing the scope of work and budget of Change Order No. 1 because the contractor's fee proposal was higher than the budgeted amount. As such, staff is recommending proceeding with a scope of work that is within the budgeted amount. The table below shows the original scope of work and budget, on the left, and the revised scope of work and budget on the right.

	Change Order No. 1	Budget	Change Order No. 1-Revised	Proposal
1	26 Bus Pullouts	\$936,000	4 Bus Pullouts	\$462,914
2	2 Right Turn Pockets	\$480,000	1 Right Turn Pocket	\$142,086
3	8 Traffic Surveillance Cameras	\$160,000	7 Traffic Surveillance Cameras	\$189,377
4	5 CCTV Traffic Cameras	\$50,500	Removed from the change order	\$0
5	3" PVC Conduits LA County	\$56,250	3" PVC Conduits LA County	\$68,400
6	Wall Railing (Deduction)	(\$378,000)	Wall Railing (Deduction)	(\$378,000)
7	Recycle Water Lines (Deduction)	(\$145,620)	Recycle Water Lines (Deduction)	(\$145,620)
8			Overhead for Schedule Impacts	\$64,390
	Total	\$1,159,130	Total	\$508,406

The improvements proposed to be incorporated under Change Order No. 2 are to address unforeseen conditions, quantity adjustments and miscellaneous additional improvements. Of the \$655,948 proposed, a total of \$360,448 in work was completed to avoid construction delays. The balance of the work will be performed after the City Council approves the change order. Below is a summary of work.

Category of Work	Completed	Outstanding	Total
Unforeseen Conditions	\$169,395	\$152,500	\$321,895
Quantity Adjustments	\$100,215	\$0	\$100,215
Additional Improvements	\$90,838	\$143,000	\$233,838
Total	\$360,448	\$295,500	\$655,948

None of the improvements proposed in Change Order No. 2 are to pay the contractor more for the work that was identified in the original contract; however, it is work that is necessary to complete the project. In summary, the work is necessary to address conditions in the field such as utilities conflicts, concrete in roadbed, additional traffic control, water lines broke, drainage issues, potholing, additional pavement, sidewalk, driveway approach, conduits repair, and electrical works. This work was not a part of the original scope of work of the contract.

The improvements recommended to be added to the project are proposed in order to enhance student, pedestrian and traffic safety on Firestone Boulevard, as summarized below. These improvements can be incorporated under Change Order No. 3.

No.	Improvement	Purpose	Fee Proposal
1	A new traffic signal at Calden Ave.	Traffic/student safety at ELAC	\$598,259
2	Drainage Improvements	Abandon box culvert & inlet under sidewalk	\$109,373
3	Additional Pavement Improvements	Due to new ramps and pavement uniformity	\$40,000
4	Add Camera Detection at Rayo	Repair damaged existing detection loops	\$14,370
5	Relocate Traffic/Street Light Poles	Avoid getting hit by trucks	\$25,000
6	Wall Improvements at Rayo Ave	Cost deductive due to cost ineffective	(\$287,710)
Total			\$498,068

The Hildreth Intersection Improvements include performing median improvements and traffic signal modifications at the intersection of Hildreth Avenue and Firestone Boulevard. The Student Crossing Barriers Improvements entails installing fencing on the roadway median, at South Gate Middle School, to prevent students from crossing the street. These improvements were not included in Change Order No. 3 because the contractor was not able to provide a fee proposal timely.

Construction of the project is expected to be completed in summer of 2019.

- ATTACHMENTS:**
- A. Change Order No. 1 - Revised
 - B. Proposed Change Order No. 2
 - C. Proposed Change Order No. 3
 - D. Change Order No. 1
 - E. Contract No. 3389
 - F. Location Map

KT:lc



CITY OF SOUTH GATE

CONTRACT CHANGE ORDER NO. 1 (REVISED)

Date: November 28, 2017

Project: Firestone Boulevard Regional Corridor Capacity Enhancements Project

REVISED Date: October 17, 2018

City Project No.: No. 476-TRF, METRO Call-for-Projects METRO ID No. F3124

Contract No.: 3389

Purchase Order No. 0004507

Contractor: Griffith Company

Additional costs associated with the relocation of SCE cabinet and installation of new conduit to SCE vault, installation of new street light conduit and conductors, removal of unforeseen Caltrans fiber optic line encased in slurry and increase in strenght requirement for PCC pavement mix design.

	Cost	(working days)
Original contract amount.	\$ 13,278,631.92	280
Previous Change Orders amounts	\$ -	0
This Change Order (No. 1) amount	\$ 508,405.97	0
Total increase to contract (all change orders) to date	\$ 508,405.97	0
Revised total contract amount.	\$ 13,787,037.89	280
Percentage of total (Increase/ decrease) to contract amount to date:	3.83%	

DESCRIPTION OF WORK COMPLETED, ESTIMATES OF QUANTITIES, AND PRICES TO BE PAID:

Changes in Bid Item Quantities - COST

Item No.	Description	Contract	Previous Change Order	THIS Change Order Quantity	Total Adjusted Contract Quantity		Unit Cost	Change Order Cost	Time Ext. Working Days
Bid Schedule "A" for Segment 1 (Call-for-Projects - Alameda to California)									
S-1	Construct Bus Turnout (#1-EB at Calden)	0	0	1	1	LS	\$ 107,685.45	\$ 107,685.45	0
S-2	Construct Bus Turnout (#6-EB at Elizabeth)	0	0	1	1	LS	\$ 118,960.75	\$ 118,960.75	0
S-3	Construct Bus Turnout (#5-WB at Elizabeth)	0	0	1	1	LS	\$ 236,267.80	\$ 236,267.80	0
S-4	Construct Right Turn Pocket at Dearborn Ave	0	0	1	1	LS	\$ 142,085.73	\$ 142,085.73	0
S-5	Install IP Surveillance Cameras (Police)	0	0	3	3	EA	\$ 27,053.87	\$ 81,161.61	0
S-6	3" PVC Conduit for LA County Fiber Optic	0	0	1	1	LS	\$ 24,300.00	\$ 24,300.00	0
S-7	Overhead 3 Months Due To Desgin Change	0	0	3	3	EA	\$ 7,154.45	\$ 21,463.35	0
	Subtotal							\$ 731,924.69	
Bid Schedule "B" for Segment 2 (MeasureR - California to Annetta)									
S-8	Construct Bus Turnout (#8-EB at San Juan)	0	0	1	1	LS	\$ 104,859.10	\$ 104,859.10	0
S-9	Install IP Surveillance Cameras (Police)	0	0	2	2	EA	\$ 27,053.87	\$ 54,107.74	0
S-10	3" PVC Conduit for future LA County Fiber Optic	0	0	1	1	LS	\$ 44,100.00	\$ 44,100.00	0
S-11	Overhead 3 Months Due To Desgin Change	0	0	3	3	EA	\$ 7,154.45	\$ 21,463.35	0
	Subtotal							\$ 224,530.19	
Bid Schedule "C" for Segment 3 (City Funds - Firestone Place to Rayo)									
190	Construct Decorative Aluminum Railing	1,400	0	-1,400	0	LF	\$ 270.00	\$ (378,000.00)	0
S-12	Install IP Surveillance Cameras (Police)	0	0	2	2	EA	\$ 27,053.87	\$ 54,107.74	0
S-13	Overhead 3 Months Due To Desgin Change	0	0	3	3	EA	\$ 7,154.45	\$ 21,463.35	0
	Subtotal							\$ (302,428.91)	
Bid Schedule "D" for Recycle Water Pipeline									
192	Mobilization & Demobilization	1	0	-1	0	LS	\$ 5,000.00	\$ (5,000.00)	0
193	Furnish and Install 8" DIP, Class 52 Water Main	140	0	-140	0	LF	\$ 380.00	\$ (53,200.00)	0
194	Furnish and Install 2" Recycled Water Service	756	0	-756	0	LF	\$ 95.00	\$ (71,820.00)	0
195	Furnish and install 2" Recycled Water Meter and Box	1	0	-1	0	EA	\$ 6,000.00	\$ (6,000.00)	0
196	Utility Potholes	6	0	-6	0	EA	\$ 1,600.00	\$ (9,600.00)	0
	Subtotal							\$ (145,620.00)	
	Grand Total							\$ 508,405.97	

Total Change Order: \$ 508,405.97 0

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Approval recommended by
Mazen Mneimneh, Construction Manager

Date:

Approval recommended by
Kenneth Tang and Jose Loera, Senior Engineer

Date:

Approval recommended by
Clint Herrera, Assistant City Engineer

Date:

Approved by
Arturo Cervantes, Director of Public Works/City Engineer

Date:

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CITY OF SOUTH GATE

CONTRACT CHANGE ORDER NO. 2

Date: October 17, 2018

Project: Firestone Boulevard Regional Corridor Capacity Enhancements Project

City Project No.: No. 476-TRF, METRO Call-for-Projects METRO ID No. F3124

Contract No. : 3389

Purchase Order No. 0004507

Contractor: Griffith Company

Additional costs associated with the relocation of SCE cabinet and installation of new conduit to SCE vault, installation of new street light conduit and conductors, removal of unforeseen Caltrans fiber optic line encased in slurry and increase in strength requirement for PCC pavement mix design.

	Cost	(working days)
Original contract amount:	\$ 13,278,631.92	280
Previous Change Orders amounts	\$ 508,405.93	0
This Change Order (No. 2) amount:	\$ 655,948.18	0
Total increase to contract (all change orders) to date:	\$ 1,164,354.11	0
Revised total contract amount	\$ 14,442,986.03	280
Percentage of total (Increase/ decrease) to contract amount to date:	8.77%	

DESCRIPTION OF WORK COMPLETED, ESTIMATES OF QUANTITIES, AND PRICES TO BE PAID:

Changes in Bid Item Quantities - COST									
Item No.	Description	Contract	Previous Change Order	THIS Change Order Quantity	Total Adjusted Contract Quantity	Unit Cost	Change Order Cost	Time Ext. Working Days	
Bid Schedule "A" for Segment 1 (Call-for-Projects - Alameda to California)									
QUANTITY ADJUSTMENT									
13	Removed Concrete Sidewalk	3,020	0	1,177	4,197	SF \$ 5.00	\$ 5,886.10	0	
14	Removed Curb and Gutter	610	0	235	845	LF \$ 22.00	\$ 5,170.00	0	
15	Removed Driveway Approach	740	0	1,001	1,741	SF \$ 9.00	\$ 9,007.02	0	
30	Constructed Type A2-8 Curb	610	0	235	845	LF \$ 104.00	\$ 24,440.00	0	
33	Constructed PCC Sidewalk/6" AB	3,020	0	2,448	5,468	SF \$ 11.50	\$ 28,152.00	0	
53	Installed 3" PVC Conduit for Street Lighting	450	0	294	744	LF \$ 34.00	\$ 9,996.00	0	
59	Removed Tree Well & Added 4" Sidewalk	100	0	78	178	SF \$ 33.00	\$ 2,574.00	0	
60	Removed Exist Median/Parkway Trees	27	0	6	33	EA \$ 625.00	\$ 3,750.00	0	
S-14	Added sidewalk concrete (DG to PCC at Benches)	0	0	261	261	SF \$ 11.50	\$ 3,000.00	0	
S-15	Repair JPCP due to existing potholes	0	0	1	1	LS \$ 30,000.00	\$ 30,000.00	0	
ELECTRICAL/CAMERAS									
S-16	Added 1 dual photocells at Santa Fe	0	0	1	1	LS \$ 2,500.00	\$ 2,500.00	0	
S-17	Remove/Repair Shallow Com Lines for Grinding	0	0	1	1	LS \$ 65,000.00	\$ 65,000.00	0	
ADDITIONAL IMPROVEMENTS									
S-18	Added ADA Ramp at Long Beach	0	0	1	1	EA \$ 4,200.00	\$ 4,200.00	0	
S-19	Added ADA Ramp at Victoria	0	0	2	2	EA \$ 4,200.00	\$ 8,400.00	0	
S-20	Added ADA Ramp w/handrail at San Antonio	0	0	1	1	EA \$ 6,000.00	\$ 6,000.00	0	
S-21	Revised Median and CL Elevations	0	0	1	1	LS \$ 9,469.39	\$ 9,469.39	0	
S-22	Chipped Down PCC Blanket at Virginia	0	0	1	1	LS \$ 1,083.64	\$ 1,083.64	0	
S-23	Added Bench and Trash Receptacle Foundation	0	0	1	1	LS \$ 14,512.65	\$ 14,512.65	0	
S-24	Added Box Trees	0	0	1	1	LS \$ 20,393.00	\$ 20,393.00	0	
S-25	Installed Project Signs	0	0	4	4	EA \$ 656.68	\$ 2,626.72	0	
S-26	Construct Sidewalk & Driveway at Gardenview	0	0	1	1	LS \$ 10,000.00	\$ 10,000.00	0	
S-27	Construct ADA Curb Ramps at Gardenview	0	0	1	1	LS \$ 25,000.00	\$ 25,000.00	0	
S-28	Construct Sidewalk & Driveway 2742 Firestone	0	0	1	1	LS \$ 8,000.00	\$ 8,000.00	0	
S-29	Reconstruct ADA Ramps at 3300 & 3400 Firestone	0	0	2	2	EA \$ 5,000.00	\$ 10,000.00	0	
UNFORSEEN									
S-30	Additional Potholing (*)	0	0	10	10	EA \$ 1,229.14	\$ 12,291.40	0	
S-31	T&M - Traffic Signal Repair	0	0	1	1	LS \$ 4,132.38	\$ 4,132.38	0	
S-32	T&M - Removed 2 foundations at curb ramps	0	0	1	1	LS \$ 6,091.99	\$ 6,091.99	0	
S-33	T&M - Sewer Cleanout relocated/Utilities Conflicts	0	0	1	1	LS \$ 10,158.49	\$ 10,158.49	0	
S-34	T&M - Median Issues	0	0	1	1	LS \$ 1,961.81	\$ 1,961.81	0	
S-35	T&M - Added Traffic Control/Utility Conflicts	0	0	1	1	LS \$ 11,327.35	\$ 11,327.35	0	
S-36	T&M - Traffic Control Pour	0	0	2	2	LS \$ 2,000.00	\$ 4,000.00	0	
S-37	Installed 3 pull boxes - Sculptures	0	0	3	3	EA \$ 7,000.00	\$ 21,000.00	0	
Subtotal							\$ 380,123.94		
Bid Schedule "B" for Segment 2 (Measure R - California to Annetta)									
QUANTITY ADJUSTMENT									
125	Install 3" PVC Conduit For Street Lighting	300	0	308	608	LF \$ 30.00	\$ 9,240.00	0	
137	Furnish and Install Bike Rack	28	0	-4	24	LF \$ 1,000.00	\$ (4,000.00)	0	
S-38	Added sidewalk concrete (DG to PCC at Benches)	0	0	261	261	SF \$ 11.50	\$ 3,000.00	0	
S-39	Repair JPCP due to existing potholes	0	0	1	1	LS \$ 2,500.00	\$ 2,500.00	0	

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ELECTRICAL/CAMERAS									
S-40	Remove/Repair Shallow Com Lines for Grinding	0	0	1	1	LS	\$ 75,000.00	\$ 75,000.00	0
S-41	Switched from PVC to GRC at San Juan	0	0	1	1	LS	\$ 4,160.79	\$ 4,160.79	0
S-42	Added Conduits and Pull boxes as per LACDPW	0	0	1	1	LS	\$ 13,083.12	\$ 13,083.12	0
ADDITIONAL IMPROVEMENTS									
S-43	Added ADA Ramp at Alexander	0	0	1	1	EA	\$ 4,200.00	\$ 4,200.00	0
S-44	Added Bench and Trash Receptacle foundation	0	0	1	1	LS	\$ 14,512.65	\$ 14,512.65	0
S-45	Installed Project Signs	0	0	2	2	EA	\$ 656.68	\$ 1,313.36	0
S-46	San Juan Pole relocation - Potholing	0	0	1	1	EA	\$ 1,500.00	\$ 1,500.00	0
S-47	Relocate Decorative Street Light from OH lines	0	0	1	1	LS	\$ 10,000.00	\$ 10,000.00	0
UNFORSEEN									
S-48	Reinforced Concrete for HDPE at San Miguel	0	0	1	1	LS	\$ 4,575.13	\$ 4,575.13	0
S-49	Additional Potholing	0	0	10	10	EA	\$ 1,229.14	\$ 12,291.40	0
S-50	T&M - Utilities Conflicts	0	0	1	1	LS	\$ 8,872.60	\$ 8,872.60	0
S-51	T&M - Median Issues	0	0	1	1	LS	\$ 1,779.48	\$ 1,779.48	0
S-52	T&M - Traffic Control Pour	0	0	2	2	LS	\$ 2,000.00	\$ 4,000.00	0
S-53	Relocate ORB Printing Light & Tree	0	0	1	1	LS	\$ 20,000.00	\$ 20,000.00	0
S-54	Improve Ortis Sidewalk and Add Tree	0	0	1	1	LS	\$ 40,000.00	\$ 40,000.00	0
S-55	Remove Existing Parkway Trees	0	0	5	5	LS	\$ 925.00	\$ 4,625.00	0
S-56	Installed 3 pull boxes - Sculptures	0	0	2	2	EA	\$ 7,000.00	\$ 14,000.00	0
Subtotal								\$ 244,653.53	
Bid Schedule "C" for Segment 3 (City Funds - Firestone Place to Rayo)									
UNFORSEEN									
S-57	T&M - PCC Buried Roadbed	0	0	1	1	LS	\$ 21,543.99	\$ 21,543.99	0
S-58	Installed Project Signs	0	0	4	4	EA	\$ 656.68	\$ 2,626.72	0
S-59	Installed 3 pull boxes - Sculptures	0	0	1	1	EA	\$ 7,000.00	\$ 7,000.00	0
Subtotal								\$ 31,170.71	

Total Change Order: \$ 655,948.18 0

Approval recommended by _____
Mazen Mneimneh, Construction Manager

Approval recommended by _____
Kenneth Tang and Jose Loera, Senior Engineer

Approval recommended by _____
Clint Herrera, Assistant City Engineer

Approved by _____
Arturo Cervantes, Director of Public Works/City Engineer

Date _____

Date _____

Date _____

Date _____

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CITY OF SOUTH GATE

CONTRACT CHANGE ORDER NO. 3

Date: October 17, 2018

Project: Firestone Boulevard Regional Corridor Capacity Enhancements Project

City Project No.: No. 476-TRF, METRO Call-for-Projects METRO ID No. F3124

Contract No. : 3389

Purchase Order No. 0004507

Contractor: Griffith Company

Additional costs associated with the relocation of SCE cabinet and installation of new conduit to SCE vault, Installation of new street light conduit and conductors, removal of unforeseen Caltrans fiber optic line encased in slurry and increase in strength requirement for PCC pavement mix design.

	Cost	(working days)
Original contract amount:	\$ 13,278,631.92	280
Previous Change Orders amounts:	\$ 1,164,354.11	0
This Change Order (No. 3) amount:	\$ 499,291.57	0
Total increase to contract (all change orders) to date:	\$ 1,663,645.68	0
Revised total contract amount:	\$ 14,942,277.60	280
Percentage of total (Increase/ decrease) to contract amount to date:		12.53%

DESCRIPTION OF WORK COMPLETED, ESTIMATES OF QUANTITIES, AND PRICES TO BE PAID:

Changes in Bid Item Quantities - COST									
Item No.	Description	Contract	Previous Change Order	THIS Change Order Quantity	Total Adjusted Contract Quantity	Unit Cost	Change Order		Time Ext.
							Cost	Cost	Working Days
Bid Schedule "A" for Segment 1 (Call-for-Projects - Alameda to California)									
ADDITIONAL IMPROVEMENTS									
S-60	Install Traffic Signal at Calden Ave. (ELAC)	0	0	1	1	LS \$ 561,935.94	\$ 561,935.94		0
S-61	Install Street Lighting Changes at Calden Ave.	0	0	1	1	LS \$ 36,323.00	\$ 36,323.00		0
UNFORSEEN									
S-62	Abandon Box Culvert at Garden View	0	0	1	1	LS \$ 69,372.85	\$ 69,372.85		0
S-63	Construct Full Depth 12" AC at Garden View	0	0	1	1	LS \$ 20,000.00	\$ 20,000.00		0
S-64	Taper Grinding Box Culvert at Victoria Ave	0	0	1	1	LS \$ 20,000.00	\$ 20,000.00		0
S-65	Street Light Obstructions (Santa Fe etc.)	0	0	1	1	LS \$ 15,000.00	\$ 15,000.00		0
Subtotal							\$ 722,631.79		
Bid Schedule "B" for Segment 2 (Measure R - California to Annetta)									
ADDITIONAL IMPROVEMENTS									
S-66	Construct Additional Pavement at California Ave.	0	0	1	1	LS \$ 20,000.00	\$ 20,000.00		0
S-67	Relocate Pole At Alexandre Ave	0	0	1	1	LS \$ 10,000.00	\$ 10,000.00		0
S-68	Construct Drainage Inlet Under sidewalk	0	0	1	1	LS \$ 20,000.00	\$ 20,000.00		0
Subtotal							\$ 50,000.00		
Bid Schedule "C" for Segment 3 (City Funds - Firestone Place to Rayo)									
UNFORSEEN									
S-69	Install VDS camera at Rayo Avenue	0	0	1	1	LS \$ 14,369.78	\$ 14,369.78		0
DEDUCTIVE									
181	Vine Arbor	0	0	-1	-1	LS \$ 154,000.00	\$ (154,000.00)		0
185	Irrigation (partial)	0	0	-1	-1	LS \$ 13,600.00	\$ (13,600.00)		0
188	Remove & Replace CMU	0	0	-1	-1	LS \$ 24,600.00	\$ (24,600.00)		0
189	Remove fence/inst wall	0	0	-1	-1	LS \$ 8,400.00	\$ (8,400.00)		0
191	R&R Gates	0	0	-1	-1	LS \$ 75,000.00	\$ (75,000.00)		0
191A	Vine Pockets	0	0	-1	-1	LS \$ 8,910.00	\$ (8,910.00)		0
191B	Paint Slide Gate	0	0	-1	-1	LS \$ 3,200.00	\$ (3,200.00)		0
Subtotal							\$ (273,340.22)		

Total Change Order: **\$ 499,291.57** **0**

Approval recommended by: _____
Mazen Mneimneh, Construction Manager

Date: _____

Approval recommended by: _____
Kenneth Tang and Jose Loera, Senior Engineer

Date: _____

Approval recommended by: _____
Clint Herrera, Assistant City Engineer

Date: _____

Approved by: _____
Arturo Cervantes, Director of Public Works/City Engineer

Date: _____

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CITY OF SOUTH GATE

CONTRACT CHANGE ORDER NO. 1

Date: November 28, 2017

Project: Firestone Boulevard Regional Corridor Capacity Enhancements Project

City Project No.: No. 476-TRF, METRO Call-for-Projects METRO ID No. F3124

Contract No. :

Purchase Order No. _____

Contractor: Griffith Company

Additional costs associated with the relocation of SCE cabinet and installation of new conduit to SCE vault, installation of new street light conduit and conductors, removal of unobscured Caltrans fiber optic line encased in slurry and increase in straight requirement for PCC pavement infra design.

	Cost	(working days)
Original contract amount:	\$ 13,378,631.92	280
Previous Change Orders amounts:	\$ -	0
This Change Order (No. 1) amount:	\$ 1,159,130.00	0
Total increase to contract (all change orders) to date:	\$ 1,159,130.00	0
Revised total contract amount:	\$ 14,537,761.92	280
Percentage of total (increase/decrease) to contract amount to date:	8.73%	

DESCRIPTION OF WORK COMPLETED, ESTIMATES OF QUANTITIES, AND PRICES TO BE PAID:

Changes in Bid Item Quantities - COST									
Item No.	Description	Contract	Previous Change Order	THIS Change Order Quantity	Total Adjusted Contract Quantity	Unit Cost	Change Order Cost	Time Est.	Working Days
Bid Schedule "A" for Segment 1 (Call-for-Projects - Alameda to California)									
S-1	Construct Bus Turnouts (Allowance)	0	0	13	13	EA \$ 36,000.00	\$ 468,000.00	0	
S-2	Install IP Surveillance System (Allowance)	0	0	3	3	EA \$ 20,000.00	\$ 60,000.00	0	
S-3	Install New CCTV Camera System (Allowance)	0	0	2	2	EA \$ 8,000.00	\$ 16,000.00	0	
S-4	Upgrade CCTV Camera System (Allowance)	0	0	2	2	EA \$ 3,500.00	\$ 7,000.00	0	
S-5	Construct Right Turn Lane and Student Loading Zone at Firestone Blvd and Dearborn Ave (Allowance)	0	0	1	1	LS \$ 180,000.00	\$ 180,000.00	0	
S-6	Install 3" PVC Conduit and Pullboxes at Long Beach Blvd. (Allowance)	0	0	160	160	LF \$ 45.00	\$ 7,200.00	0	
S-7	Install 3" PVC Conduit and pullboxes at Santa Fe Ave. (Allowance)	0	0	110	110	LF \$ 45.00	\$ 4,950.00	0	
	Subtotal						\$ 815,150.00		
Bid Schedule "B" for Segment 2 (MessureR - California to Annetta)									
S-8	Construct Bus Turnouts (Allowance)	0	0	11	11	EA \$ 36,000.00	\$ 396,000.00	0	
S-9	Install IP Surveillance System (Allowance)	0	0	3	3	EA \$ 20,000.00	\$ 60,000.00	0	
S-10	Install New CCTV Camera System (Allowance)	0	0	2	2	EA \$ 8,000.00	\$ 16,000.00	0	
S-11	Upgrade CCTV Camera System (Allowance)	0	0	1	1	EA \$ 3,500.00	\$ 3,500.00	0	
S-12	Construct Right Turn Lane at SW corner Firestone Blvd and California Ave (Allowance)	0	0	1	1	LS \$ 300,000.00	\$ 300,000.00	0	
S-13	Install 3" PVC Conduit and pullboxes at San Miguel Ave. (Allowance)	0	0	850	850	LF \$ 45.00	\$ 38,250.00	0	
S-14	Install 3" PVC Conduit and Pullboxes at Otis St. (Allowance)	0	0	130	130	LF \$ 45.00	\$ 5,850.00	0	
	Subtotal						\$ 819,600.00		
Bid Schedule "C" for Segment 3 (City Funds - Firestone Place to Rayo)									
190	Construct Decorative Aluminum Railing	1,400	0	-1,400	0	LF \$ 270.00	\$ (378,000.00)	0	
S-15	Install IP Surveillance System (Allowance)	0	0	2	2	EA \$ 20,000.00	\$ 40,000.00	0	
S-16	Install New CCTV Camera System (Allowance)	0	0	1	1	EA \$ 8,000.00	\$ 8,000.00	0	
	Subtotal						\$ (330,000.00)		
Bid Schedule "D" for Recycle Water Pipeline									
192	Mobilization & Demobilization	1	0	-1	0	LS \$ 5,000.00	\$ (5,000.00)	0	
193	Furnish and install 8" DIP, Class 52 Water Main	140	0	-140	0	LF \$ 380.00	\$ (53,200.00)	0	
194	Furnish and install 3" Recycled Water Service	756	0	-756	0	LF \$ 95.00	\$ (71,820.00)	0	
195	Furnish and install 2" Recycled Water Meter and Box	1	0	-1	0	EA \$ 6,000.00	\$ (6,000.00)	0	
196	Utility Potholes	6	0	-6	0	EA \$ 1,600.00	\$ (9,600.00)	0	
	Subtotal						\$ (145,620.00)		
	Grand Total						\$ 1,159,130.00		
Total Change Order:							\$ 1,159,130.00	0	

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Approval recommended by: 
Kenneth Tang, Senior Civil Engineer

Approval recommended by: 
Clint Herrera, Assistant Civil Engineer

Approved by: 
Arturo Cervantes, Director of Public Works/Civil Engineer

Approved by: _____
Jacquelyn Acosta, Director of Administrative Services

Date: 1/16/2018

Date: 1/18/18

Date: 1/16/18

Date: _____

//

AGREEMENT

**CONSTRUCTION OF THE FIRESTONE BOULEVARD REGIONAL CORRIDOR
CAPACITY ENHANCEMENTS PROJECT, CITY PROJECT NO. 476-TRF,
METRO CALL FOR PROJECTS, METRO ID NO. F3124**

THIS AGREEMENT for CONSTRUCTION OF THE FIRESTONE BOULEVARD REGIONAL CORRIDOR CAPACITY ENHANCEMENTS PROJECT, CITY PROJECT NO. 476-TRF, METRO CALL FOR PROJECTS, METRO ID NO. F3124 ("Agreement"), is made and entered into by and between the City of South Gate, a municipal corporation ("Owner"), and Griffith Company, a California corporation, License No. 88 ("Contractor") on October 10, 2017.

The Owner and the Contractor mutually agree as follows:

ARTICLE I

THE PROJECT

For and in consideration of the mutual promises set forth herein, Contractor agrees with Owner to perform and complete in good and workmanlike manner all work required by the Contract Documents for City Contract No. 3389, which involves the following project:

**CONSTRUCTION OF THE FIRESTONE BOULEVARD REGIONAL CORRIDOR
CAPACITY ENHANCEMENTS PROJECT, CITY PROJECT NO. 476-TRF,
METRO CALL FOR PROJECTS, METRO ID NO. F3124**

Said work shall be performed in accordance with the Plans, Specifications, and other Contract Documents, all of which are referenced in Article III hereof and incorporated herein as though fully set forth. Contractor shall furnish at its own expense all labor, materials, equipment and services necessary therefore, except such labor, materials, equipment and services as are specified in the Contract Documents to be furnished by Owner.

ARTICLE II

CONTRACT SUM AND PAYMENT

For performing and completing the work in accordance with the Contract Documents, Owner shall pay Contractor, in full compensation therefore, the contract sum of Thirteen Million, Two Hundred Seventy-Eight Thousand, Six Hundred Thirty-one Dollars and Ninety-two Cents (\$13,278,631.92) set forth in the Bid Schedule(s) that are included among the Contract Documents. Said sum shall constitute payment in full for all work performed hereunder, including, without limitation, all labor, materials, equipment, tools and services used or incorporated in the work, supervision, administration, overhead, expenses and any and all other things required, furnished or incurred for completion of the work as specified in the Contract Documents. Owner shall make payments to Contractor on account of the contract sum at the

time, in the manner, and upon the conditions specified in the Contract Documents.

ARTICLE III

CONTRACT DOCUMENTS

The Contract Documents, which constitute the entire agreement between the Owner and the Contractor, are enumerated as follows: the Notice Inviting Bids, the Instructions to Bidders, the Accepted Proposal, the Bid Schedule(s), the List of Subcontractors, Contractor's Industrial Safety Record, the Contractors Qualification Statement, the Bid Security Forms for Check or Bond, this Agreement Worker's Compensation Insurance Certificate, the Performance Bond, the Payment Bond, the Non-Collusion Affidavit, the Specifications, and Special Provisions and all addenda as prepared prior to the date of bid opening setting forth any modifications or interpretations of any of said documents, and any and all supplemental agreements heretofore or herewith executed amending or extending the work contemplated and which may be required to complete the work in a substantial and acceptable manner, all of which are referred to as the Contract Documents. These form the entire "Contract", and all are as fully a part of the Contract as if attached to this Agreement or repeated herein.

ARTICLE IV

INDEMNIFICATION

The Contractor shall indemnify, hold harmless and defend (with counsel selected by the City of South Gate), the City of South Gate and its affiliated entities, its officers, employees, consultants and sub-consultants, their respective officers, agents, employees (collectively the "Indemnified Parties"), from any and all claims and losses whatsoever occurring or resulting to any and all persons, firms, or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, any and all claims, lawsuits or actions arising from the awarding or execution of this Agreement, and from any and all claims and losses occurring or resulting to any person, firm, corporation or property for damage, injury, death arising out of or connected with the Contractor's obligation to indemnify, defend and save harmless the "Indemnified Parties" as stated hereinabove including, but not be limited to, paying all legal fees and costs incurred in connection with any such claims, losses, lawsuits or actions. THIS PROVISION SHALL SURVIVE THE COMPLETION OF WORK AND SERVICES TO BE PROVIDED UNDER THIS AGREEMENT AND THE OTHER CONTRACT DOCUMENTS.

ARTICLE V

EFFECTIVE DATE

This Agreement shall become effective and commence as of the date set forth below on which the last of the parties, whether Owner or Contractor, executes said Agreement.

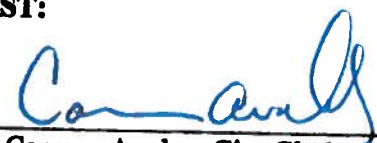
IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and attested by their proper officers thereunto duly authorized.

CITY OF SOUTH GATE:

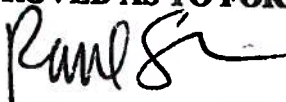
By: 
Maria Davila, Mayor

Dated: 1/18/18

ATTEST:

By: 
Carmen Avalos, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: 
Raul F. Salinas, City Attorney

**CONTRACTOR
GRIFFITH COMPANY**

By: 
Lucas J. Walker

Title: Vice President/Regional Manager

Dated: 1/19/18

CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT

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

State of California

County of Los Angeles

On January 23, 2018 before me,

Tracey A Novak, Notary Public

Here Insert Name and Title of the Officer

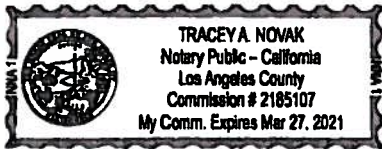
personally appeared

Lucas J Walker
Name(s) of Signer(s)

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

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

WITNESS my hand and official seal.



Place Notary Seal Above

Signature

Tracey A. Novak
Signature of Notary Public

OPTIONAL

Though the section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Agreement Signature Contract No 3389

Document Date: _____ Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: Lucas J Walker

Corporate Officer - Title(s) Vice President/Regional Manager

Individual

Partner -- Limited General

Attorney in Fact

Trustee

Guardian or Conservator

Other: _____

Signer is Representing: _____
Griffith Company



Signer's Name: _____

Corporate Officer - Title(s): _____

Individual

Partner -- Limited General

Attorney in Fact

Trustee

Guardian or Conservator

Other: _____

Signer is Representing: _____



15

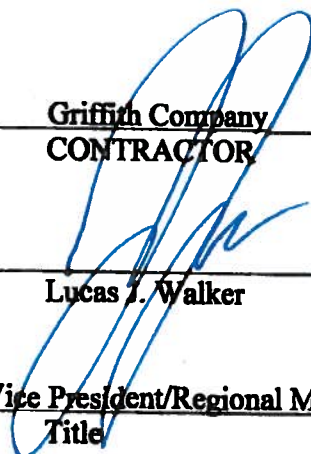
WORKER'S COMPENSATION INSURANCE CERTIFICATE

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 AND 1861.

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of this Contract.

DATED 1-23-2018

Griffith Company
CONTRACTOR

By: 
Lucas J. Walker

Vice President/Regional Manager
Title

ATTEST:

By: 
Signature

Starr N. Stallings - Asst. Secretary
Title

INDEMNIFICATION AND LIABILITY INSURANCE REQUIREMENTS

The following requirements must be met when submitting insurance certificates to the City of South Gate in connection with Public Works and other projects:

1. The insurance certificate must be issued to the City of South Gate, 8650 California Avenue, South Gate, CA 90280, attention of the City Engineer.
2. The City of South Gate, South Gate Redevelopment Agency, South Gate Housing Authority, and their officers, employees, elected officials, and agents must be shown as additional insured per ISO CG 20 10 11 85, and separate endorsement signed by an authorized representative of the insurance company is required.
3. The City has the right to request a copy of complete insurance policy including all endorsements and certificates.
4. The Certificate must include cross liability coverage either included in the Commercial General Liability coverage, and so indicate on the face of the Certificate under that heading or by separate endorsement.
5. The Certificate should also indicate that the insurance covers "All Operations" or should specify the particular services to be provided.
6. Contractor shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability coverage (occurrence from CG 0001).
2. Insurance Services Office form number CA 0001 (Ed. 1/87) covering Automobile Liability, code 1 (any auto).
3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.
4. Course of Construction insurance covering for "all risks" of loss. Earthquake and flood insurance is not required to be furnished by the Contractor.

Contractor shall maintain limits no less than:

1. **General Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the project which is the subject of this Agreement and the location where work thereunder is to be performed, or the general aggregate limit shall be twice the required occurrence limit.**
2. **Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.**
3. **Employer's Liability: \$1,000,000 per accident for bodily injury or disease.**
4. **Course of Construction: Completed value of the project that is the subject of this Agreement.**

Deductibles and Self-Insured Retention

Any deductibles or self-insured retention must be declared to and approved by the City. At the option of the City, either the insurer shall reduce or eliminate such deductibles or self-insured retention as respects the City, its officers, officials, employees and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Other Insurance Provisions

The general liability and automobile policies are to contain, or be endorsed to contain, the following provisions:

1. **The City, its officers, officials, employees, and volunteers are to be covered as insurers with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the Contractor; and with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance or as a separate owner's policy.**
2. **For any claims related to the project that is the subject of this Agreement, the Contractor's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.**

3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled, or modified, by either party, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City.

Course of construction policies shall contain the following provisions:

1. The City shall be named as loss payee.
2. The insurer shall waive all rights of subrogation against the City.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII.

Verification of Coverage

Contractor shall furnish the City with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements should be on forms provided by the City or on other than the City's forms, provided those endorsements or policies conform to the requirements. All certificates and endorsements are to be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

Subcontractors

Contractor shall include all subcontractors as insurers under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverage for subcontractors shall be subject to all of the requirements stated herein.

Indemnification

The Contractor shall indemnify, hold harmless and defend (with counsel selected by the City of South Gate), the City of South Gate, the City of South Gate Redevelopment Agency, the City of South Gate Housing Authority, their consultants and sub-consultants, and their respective officers, agents, and employees, from any and all claims and losses whatsoever occurring or resulting to any and all persons, firms, corporations or other entities furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, any and all claims, lawsuits or actions arising from the awarding or execution of this Agreement, and from any and all claims and losses occurring or resulting to any person, firm, corporation or other entity, or property for damage, injury, death arising out of or connected with the Contractor's obligation to indemnify, defend and save harmless the City of South Gate, City of South Gate Redevelopment Agency, the City of South Gate Housing Authority, their consultants, sub-consultants, and other parties listed above, as stated hereinabove shall include, but not be limited to, paying all legal fees and costs incurred by legal counsel of the City of South Gate's choice in representing the City of South Gate, the City of South Gate Redevelopment Agency, the City of South Gate Housing Authority, consultants and sub-consultants in connection with any such claims, losses, lawsuits or actions. THIS PROVISION SHALL SURVIVE THE COMPLETION OF WORK AND SERVICES TO BE PROVIDED UNDER THIS AGREEMENT.

**NON-COLLUSION AFFIDAVIT TO BE EXECUTED BY
EACH AWARDEE OF A PRINCIPAL CONTRACT**

STATE OF CALIFORNIA)
) SS.
COUNTY OF Los Angeles)

Lucas J Walker being first duly sworn, deposes and says that he is
Vice President / Regional Manager of Griffith Company (sole owner, a
partner, president, etc.) Griffith Company the party making the foregoing bid,
that such bid is not made in the interest of or behalf of any undisclosed person, partnership,
company, association, organization or corporation, that such bid is genuine and not collusive or
sham, that said bidder has not directly or indirectly induced or solicited any other bidder to put in
a false or sham bid, and has not directly or indirectly colluded, conspired, connived or agreed
with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding,
that said bidder has not in any manner, directly or indirectly, sought by agreements,
communication or conference with anyone to fix the bid price of said bidder or of any other
bidder, or to fix the overhead, profit or cost element of such bid price, or of that of any other
bidder, or to secure any advantage against the public body awarding the Contract or anyone
interested in the proposed Contract; that all statements contained in such bid are true and, further,
that said bidder has not, directly or indirectly, submitted his bid price, or any breakdown thereof,
or the contents thereof, or divulged information or data relative thereto, or paid and will not pay
any fee in connection therewith to any corporation, partnership, company, association,
organization, bid depository or to any member or agent thereof, or to any other individual, except
to such person or persons as have a partnership or other financial interest with said bidder in their
general business.

Signed  _____ Lucas J Walker

Vice President / Regional Manager
Title _____

See attached Notary Certificate

Subscribed and sworn to before me this _____ day of _____, 2018.

Notary Public

(Attach Notary Certificate) ✓

CALIFORNIA JURAT WITH AFFIANT STATEMENT

See Attached Document (Notary to cross out lines 1-6 below)

See Statement Below (Lines 1-5 to be completed only by document signer[s], not Notary)

~~_____

_____~~

Signature of Document Signer No. 1

Signature of Document Signer No. 2 (if any)

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

State of California

County of Los Angeles

Subscribed and sworn to (or affirmed) before me on this
23rd January, 2018, by
Date Month Year

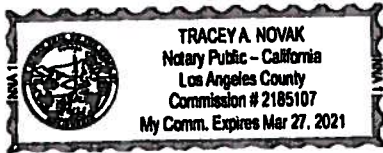
(1) Lucas J Walker, VP/Regional Manager

(and (2) _____),
Name(s) of Signer(s)

proved to me on the basis of satisfactory evidence to be the person who appeared before me.)

Signature *Tracey A. Novak*
Signature of Notary Public

Tracey A. Novak, Notary Public



Seal
Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Non-Collusion

Document Date: _____ Number of Pages # _____

Signer(s) Other Than Named Above: _____

Two rectangular boxes for thumbprints. Each box has a header with a small logo and the text "Top of thumb here".



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/16/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Los Angeles-Alliant Insurance Services, Inc. 333 S Hope St Ste 3750 Los Angeles CA 90071	CONTACT NAME: Carl Ranieri PHONE (A/C No. Ext): 213-270-0115 FAX (A/C No.): 213-270-0984 E-MAIL ADDRESS: Carl.Ranieri@alliant.com														
INSURED Griffith Company 12200 Bloomfield Ave. Santa Fe Springs, CA 90670	INSURER(S) AFFORDING COVERAGE <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">INSURER A : Old Republic General Insurance Corp</th> <th style="width: 20%;">NAIC #</th> </tr> <tr> <td> </td> <td style="text-align: center;">24139</td> </tr> <tr> <td>INSURER B :</td> <td> </td> </tr> <tr> <td>INSURER C :</td> <td> </td> </tr> <tr> <td>INSURER D :</td> <td> </td> </tr> <tr> <td>INSURER E :</td> <td> </td> </tr> <tr> <td>INSURER F :</td> <td> </td> </tr> </table>	INSURER A : Old Republic General Insurance Corp	NAIC #		24139	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER A : Old Republic General Insurance Corp	NAIC #														
	24139														
INSURER B :															
INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															

COVERAGES **CERTIFICATE NUMBER: 1028850590** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSUR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	SUBROGATION WAIVED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	Y	A1CG 98281701	12/31/2017	12/31/2018	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	Y	Y	A1CA 98281701	12/31/2017	12/31/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y	N/A	A1CW 98281701	12/31/2017	12/31/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Re: Contract No. 3389, Project #10662, Construction of the Firestone Boulevard Regional Corridor, Capacity Enhancements Project, City Project No. 476-TRF, Metro Call for Projects, Metro ID No. F3124
 The City of South Gate, South Gate Redevelopment Agency, South Gate Housing Authority, and their officers, employees, elected officials, and agents are included as Additional Insured as respects Liability arising out of work performed by the Named Insured. The insurance provided shall be primary and any other insurance maintained by the Additional Insured is excess and non-contributory. Waiver of Subrogation applies as required by contract. Thirty (30) Days Notice of Cancellation / Non-Renewal - Ten (10) Days Notice For Non-Payment of Premium.

CERTIFICATE HOLDER City of South Gate 8650 California Avenue South Gate CA 90280	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	--

22

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES OR
CONTRACTORS – SCHEDULED PERSON OR
ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
WHERE REQUIRED BY WRITTEN CONTRACT.	ALL APPLICABLE LOCATIONS
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed, or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location And Description Of Completed Operations
WHERE REQUIRED BY WRITTEN CONTRACT, BUT ONLY WHEN COVERAGE FOR COMPLETED OPERATIONS IS SPECIFICALLY REQUIRED BY THAT CONTRACT.	ALL APPLICABLE LOCATIONS
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
 2. Available under the applicable Limits of insurance shown in the Declarations;
- whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

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OLD REPUBLIC GENERAL INSURANCE CORPORATION

CHANGES ADDITIONAL INSURED PRIMARY WORDING SCHEDULE

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY

THIS ENDORSEMENT MODIFIES INSURANCE PROVIDED UNDER THE FOLLOWING:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

Name of Additional Insured Person(s)
Or Organization(s):

Location(s) of Covered Operations

Where required by written contract.

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The insurance provided by this endorsement is primary insurance and we will not seek contribution from any other insurance of a like kind available to the person or organization shown in the schedule above unless the other insurance is provided by a contractor other than the person or organization shown in the schedule above for the same operation and job location. If so, we will share with that other insurance by the method described in paragraph 4 c. of Section IV – Commercial General Liability Conditions.

All other terms and conditions remain unchanged.

Named Insured	GRIFFITH COMPANY		
Policy Number	A1CG 99281701	Endorsement No.	000
Policy Period	12/31/17 to 12-31-18	Endorsement Effective Date:	12/31/17
Producer's Name:	OLD REPUBLIC CONSTRUCTION INSURANCE AGENCY, INC.		
Producer Number:	7000		

AUTHORIZED REPRESENTATIVE

DATE

CG EN GN 0029 09 08

26

POLICY NUMBER. A1CA 99281701

COMMERCIAL AUTO
CA 20 48 10 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED INSURED FOR COVERED AUTOS LIABILITY COVERAGE

This endorsement modifies insurance provided under the following:

**AUTO DEALERS COVERAGE FORM
BUSINESS AUTO COVERAGE FORM
MOTOR CARRIER COVERAGE FORM**

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by this endorsement.

This endorsement identifies person(s) or organization(s) who are "insureds" for Covered Autos Liability Coverage under the Who Is An Insured provision of the Coverage Form. This endorsement does not alter coverage provided in the Coverage Form.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Named Insured: GRIFFITH COMPANY

Endorsement Effective Date: 12/31/17

SCHEDULE

**Name Of Person(s) Or Organization(s):
WHERE REQUIRED BY WRITTEN CONTRACT.**

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Each person or organization shown in the Schedule is an "insured" for Covered Autos Liability Coverage, but only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured provision contained in Paragraph A.1. of Section II - Covered Autos Liability Coverage in the Business Auto and Motor Carrier Coverage Forms and Paragraph D.2. of Section I - Covered Autos Coverages of the Auto Dealers Coverage Form.

POLICY NUMBER: A1CG 99281701

COMMERCIAL GENERAL LIABILITY
CG 24 04 08 09

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Organization:
WHERE REQUIRED BY WRITTEN CONTRACT.

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8. Transfer Of
Rights Of Recovery Against Others To Us of
Section IV – Conditions:

We waive any right of recovery we may have against
the person or organization shown in the Schedule
above because of payments we make for injury or
damage arising out of your ongoing operations or
"your work" done under a contract with that person
or organization and included in the "products-
completed operations hazard". This waiver applies
only to the person or organization shown in the
Schedule above.

POLICY NUMBER: A1CA 99281701

COMMERCIAL AUTO
CA 04 44 10 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**WAIVER OF TRANSFER OF RIGHTS OF RECOVERY
AGAINST OTHERS TO US (WAIVER OF SUBROGATION)**

This endorsement modifies insurance provided under the following:

**AUTO DEALERS COVERAGE FORM
BUSINESS AUTO COVERAGE FORM
MOTOR CARRIER COVERAGE FORM**

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Named Insured: GRIFFITH COMPANY
Endorsement Effective Date: 12/31/2017

SCHEDULE

Name(s) Of Person(s) Or Organization(s): WHERE REQUIRED BY WRITTEN CONTRACT.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The Transfer Of Rights Of Recovery Against Others To Us condition does not apply to the person(s) or organization(s) shown in the Schedule, but only to the extent that subrogation is waived prior to the "accident" or the "loss" under a contract with that person or organization.

29

WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY INSURANCE POLICY

WC 04 03 08 (Ed. 4-84)

**WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT—
CALIFORNIA**

This endorsement changes the policy to which it is attached effective on the inception date of the policy unless a different date is indicated below.

(The following "attaching clause" need be completed only when this endorsement is issued subsequent to preparation of the policy.)

This endorsement, effective on **12/31/2017** at **12:01 A.M.** standard time, forms a part of
(DATE)

Policy No. **A1CW 99281701**

Endorsement No.

of the

Old Republic General Insurance Corp.
(NAME OF INSURANCE COMPANY)

issued to **Griffith Company**

Premium (if any) \$

Authorized Representative

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

The additional premium for this endorsement shall be _____ % of the California workers' compensation premium otherwise due on such remuneration.

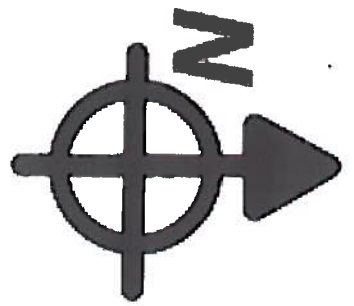
Schedule

Person or Organization

**ALL PERSONS AND/OR ORGANIZATIONS
THAT ARE REQUIRED BY WRITTEN CONTRACT OR
AGREEMENT WITH THE INSURED, EXECUTED PRIOR
TO THE ACCIDENT OR LOSS, THAT WAIVER OF
SUBROGATION BE PROVIDED UNDER THIS POLICY
FOR WORK PERFORMED BY YOU FOR THAT
PERSON AND/OR ORGANIZATION.**

Job Description

ALL CALIFORNIA OPERATIONS



Alameda Street

First Segment

California Avenue

Second Segment

Firestone Boulevard

Annetta Avenue

Atlantic Avenue

Third Segment

Rayo Avenue

Firestone Place

Los Angeles River

 **Project Construction Location**

FIRESTONE BOULEVARD REGIONAL CORRIDOR CAPACITY ENHANCEMENTS PROJECT

WARRANT REGISTER COUNCIL MEETING 10/23/2018

RECEIVED I

apChkLst

10/16/2018 6:21:13PM

Final Check List
City of South Gate

Page: 1

OCT 17 2018
10:40am

Bank : botw BANK OF THE WEST		CITY OF SOUTH GATE OFFICE OF THE CITY MANAGER				Check Total
Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid
79707	10/3/2018	0011724 TUPIJA, ANDRE Voucher:	10/01/2018	10/1/2018	PAYMENT OF SETTLEMENT A	6,963.79
79725	10/23/2018	00003502 ABC BATTERY INC. Voucher:	99958	9/24/2018	BATTERIES FOR RESTOCK	507.54
79726	10/23/2018	00004607 ADLERHORST INTERNATIONAL/101364 Voucher:		9/18/2018	ON-SITE TRAINING RE-CERT	400.00
79727	10/23/2018	00001467 ADMINISTRATIVE SERV. CO-C1394 Voucher:		8/31/2018	AUGUST 2018- SERVICE FOR	71,722.77
79728	10/23/2018	0010065 AFC HYDRAVLICS SEALS Voucher:	27189	9/5/2018	HOSE ASSEMBLY FOR UNIT 2	98.00
79729	10/23/2018	00004372 AIRGAS USA, LLC Voucher:	1601450162 90788731111 9080466759 9079886773	8/31/2018 9/4/2018 9/19/2018 9/6/2018	DISTRIBUTION OF SPECIAL CARBON DIOXIDE FOR POOL SAFETY SUPPLIES- INVENTOI CARBON DIOXIDE FOR POOL	7.83 136.03 662.41 86.58
79730	10/23/2018	0007802 AIS SPECIALTY PRODUCTS, I130554.1 Voucher:	30552.1 30550.1 30551.1	9/27/2018 9/27/2018 9/27/2018	CHEMICAL SUPPLIES CHEMICAL SUPPLIES CHEMICAL SUPPLIES	317.15 1,133.70 607.41
79731	10/23/2018	0011325 ALAN'S LAWN & GARDEN CEN826141 Voucher:		9/28/2018	CARRY LARGE SUPPLY OF IF	1,008.17 521.76
79732	10/23/2018	0011059 ALESHIRE & WYNDR, LLP, S48156 Voucher:		9/17/2018	PROF. SRV THRU 08/31/18 SF	180.00
79733	10/23/2018	0011577 ALL PHASE ELECTRIC SUPPL911570 Voucher:		8/25/2018	ELECTRICAL EQUIPMENT, M/	12.87

Item No. 7

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79734	10/23/2018	00003399 ALVARADOSMITH Voucher:	327999	9/30/2018	SRVS THRU 09/30/2018 - RE:	935.00	
			328000	9/30/2018	SRVS THRU 09/30/2018 - RE	1,462.50	
			328001	9/30/2018	SRVS THRU 09/30/2018 - RE:	8,600.00	
			328021	9/30/2018	SRVS THRU 09/30/2018 - RE:	892.00	
			328067	9/30/2018	SRVS THRU 09/30/2018 - RE:	3,800.75	
			328068	9/30/2018	SRVS THRU 09/30/2018 - RE:	3,905.00	
			328020	9/30/2018	SRVS THRU 09/30/2018 - RE:	839.50	
			328002	9/30/2018	SRVS THRU 09/30/2018 - RE:	75.00	
			328004	9/30/2018	SRVS THRU 09/30/2018 - RE:	50,638.07	
			328005	9/30/2018	SRVS THRU 09/30/2018 - RE:	150.00	
			328006	9/30/2018	SRVS THRU 09/30/2018 - RE:	225.00	
			328007	9/30/2018	SRVS THRU 09/30/2018 - RE:	189.00	
			328014	9/30/2018	SRVS THRU 09/30/2018 - RE:	275.00	
			328016	9/30/2018	SRVS THRU 09/30/2018 - RE:	217.13	
			328013	9/30/2018	SRVS THRU 09/30/2018 - RE:	1,850.00	
			328017	9/30/2018	SRVS THRU 09/30/2018 - RE:	2,430.50	
			328035	9/30/2018	SRVS THRU 09/30/2018 - RE:	21,349.64	
			328009	9/30/2018	SRVS THRU 09/30/2018 - RE:	741.41	
			328010	9/30/2018	SRVS THRU 09/30/2018 - RE:	546.70	
			328011	9/30/2018	SRVS THRU 09/30/2018 - RE:	162.50	
			328012	9/30/2018	SRVS THRU 09/30/2018 - RE:	458.95	99,743.65
79735	10/23/2018	00004309 AMERIFLEX Voucher:	INV80340	10/2/2018	OCT. 2018 - FSA ADMIN FEE (204.75	204.75
79736	10/23/2018	0007196 ARMORCAST PRODUCTS CO Voucher:	0195092-IN	9/20/2018	WATER DIV MATERIAL	36,787.38	
79737	10/23/2018	00003529 AT&T Voucher:	248-134-3274-1C	10/1/2018	RESTOCK METER BOXES AN	12,198.83	48,986.21
79738	10/23/2018	00004313 AT&T Voucher:	960-449-6558-1C	10/7/2018	BILLING PRD- 10/07/18 - 11/06	9.34	
			2465134400	10/1/2018	BILLING PRD-10/01/18 - 10/31,	234.42	243.76
				10/5/2018	BILLING PRD 09/05/18-10/04/1	3,767.67	3,767.67

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79739	10/23/2018	00005075 AT&T Voucher:	000011915190 119151	9/13/2018	BAN: 9391034765 - BP - 08/13/	1,556.12	
			11915194	9/13/2018	BAN: 9391034766- BP- 08/13/1	104.93	
			11915189	9/13/2018	BAN: 9391034758- BP- 08/13/1	20.59	
			11850207	9/13/2018	BAN: 9391034763 - BP- 08/13/	2,217.57	
			11915188	9/1/2018	BAN: 9391034759- BP- 08/01/1	39.56	
			11915192	9/13/2018	BAN: 9391034764- BP- 08/13/1	2,628.41	
			11915195	9/13/2018	BAN: 9391034760- BP- 08/13/1	35.80	
			11915191	9/13/2018	BAN: 9391034761- BP- 08/13/1	80.74	
79740	10/23/2018	00004126 A-THRONE CO INC. Voucher:	0000536784	9/13/2018	BAN: 9391034764- BP- 08/13/1	2,842.69	9,526.41
			0000540487	8/3/2018	PORTABLE RESTROOM REN	178.05	
79741	10/23/2018	0009196 ATKINSON, ANDELSON, LOYA Voucher:	552736	8/31/2018	PORTABLE RESTROOM REN	178.05	356.10
			6575	8/31/2018	08/31/18- RE: INVESTIGATION	11,650.50	
79742	10/23/2018	0009040 ATLAS BACKFLOW Voucher:	5488401229	7/31/2018	07/31/18- RE: INVESTIGATION	22,457.50	34,108.00
			Ref00242261	9/27/2018	BACKFLOW TEST LA	50.00	50.00
79743	10/23/2018	0010585 AUTOZONE STORES, INC. Voucher:	5081	9/25/2018	EGR DP SENSOR FOR UNIT €	23.13	23.13
79744	10/23/2018	0011728 AVALOS, RAUL Voucher:	5081	10/1/2018	UB REFUND CST #00054647 (98.88	98.88
79745	10/23/2018	0011336 AVANT-GARDE INC. Voucher:	141611	9/5/2018	AUG 2018 - CDBG & HOME C	5,315.00	5,315.00
			141537	4/20/2018	DIAGNOSIS OF ENGINE COM	225.00	
79746	10/23/2018	0011292 AXLE TRANSMISSION XCHAN Voucher:	001020786	6/7/2018	DIAGNOSIS OF ENGINE COM	2,318.01	
			1276301	4/19/2018	DIAGNOSIS OF ENGINE COM	1,007.64	3,550.65
79747	10/23/2018	0011669 BDO USA LLP Voucher:	1276301	9/28/2018	JULY 2018 - SECTION 8 FINA	2,085.60	2,085.60
79748	10/23/2018	0008396 BLUE DIAMOND MATERIALS Voucher:	324628	8/9/2018	PURCHASE OF ASPHALT	295.58	295.58
			324617	9/10/2018	PROF. SRV THRU 08/31/18 - F	536.50	536.50
79749	10/23/2018	00004433 CARPENTER, ROTHANS & DU3 Voucher:	324616	9/24/2018	EGR DP SENSOR FOR UNIT €	98.23	
			232412	9/24/2018	MIRROR FOR UNIT 207	128.77	
79750	10/23/2018	0006239 CENTRAL FORD Voucher:	324616	9/24/2018	ABS MODULE FOR UNIT 354	335.27	562.27
			232412	6/29/2018	4/1/18-6/30/18 - TRAFFIC SIG	127.25	127.25
79751	10/23/2018	00005073 CITY OF DOWNEY Voucher:	232412	6/29/2018	4/1/18-6/30/18 - TRAFFIC SIG	127.25	127.25

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79752	10/23/2018	00005274 CLEAN STREET Voucher:	90530	5/31/2018	MAY 2018 - EMERGENCY STF	9,000.00	
			91201	7/31/2018	JUL 2018 - EMERGENCY STR	9,000.00	
			91505	8/31/2018	AUG 2018 - EMERGENCY STF	9,000.00	
			91519	9/14/2018	SEP 1-13, 2018 - EMERGENC'	3,550.68	30,550.68
79753	10/23/2018	0011708 CLIENTFIRST TECHNOLOGY Voucher:	9212	8/31/2018	AUGUST 2018 - IT MASTER PI	8,442.48	8,442.48
79754	10/23/2018	0010933 CMR: HURTADO, GIL Voucher:	10/02/2018	10/4/2018	10/02/2018- PLANNING COMM	125.00	125.00
79755	10/23/2018	00001242 CMR: MASUSHIGE, SYLVIA Voucher:	10/02/2018	10/4/2018	10/02/2018- PLANNING COMM	125.00	125.00
79756	10/23/2018	0010626 CMR: VELASQUEZ, CARLOS Voucher:	10/02/2018	10/4/2018	10/02/2018- PLANNING COMM	125.00	125.00
79757	10/23/2018	0011159 CONSERVATION CORPS OF Voucher:	6778	8/31/2018	AUG 2018 - PROVIDE YOUTH	23,004.37	23,004.37
79758	10/23/2018	0006251 CROWN TROPHY Voucher:	13753	9/24/2018	ADULT SPORTS TROPHY	163.78	163.78
79759	10/23/2018	00001423 DAILY JOURNAL CORPORATI Voucher:	B3176005	9/27/2018	WELL 18 REHABILITATION, CITY	583.80	
			B3177795	9/27/2018	HOUND BAR, HRG NOTICE 6&	243.60	827.40
79760	10/23/2018	00000314 DAPEER ROSENBLIT & LITVAI Voucher:	14959	8/31/2018	PROF. SRV THRU 08/31/18- S	805.00	805.00
79761	10/23/2018	00000696 DEPT OF CONSERVATION DIV Voucher:	JUL - SEP 2018	10/3/2018	JUL - SEP 2018 - STRONG MC	1,204.68	1,204.68
79762	10/23/2018	0006259 DESIGN WEST ENGINEERING Voucher:	15910	9/26/2018	SG PARK LIGHTING IMPROVE	990.00	
			55746	9/21/2018	PHASE 1 - SG CITY HALL IMP	950.00	1,940.00
79763	10/23/2018	00000175 DOOLEY ENTERPRISES, INC. Voucher:	55746	9/21/2018	DUTY AMMO	4,521.19	4,521.19
79764	10/23/2018	00001782 EBERHARD EQUIPMENT Voucher:	78747	9/27/2018	KABOTA EQUIPMENT REPAIR	992.85	992.85
79765	10/23/2018	0011726 EMP: HERRERA, CLINT Voucher:	10/02/18	10/2/2018	08/24/18-08/29/18 - TRAVEL/PI	2,304.52	2,304.52
79766	10/23/2018	00000619 FALCON FUELS, INC. Voucher:	241661	9/5/2018	DIESEL	4,398.31	
			241660	9/15/2018	REGULAR UNLEADED	10,863.98	15,262.29
79767	10/23/2018	00002026 FEDERAL EXPRESS CORPOR Voucher:	6-299-67151	9/21/2018	FEDEX STANDARD OVERNIG	9.17	
			6-293-42974	9/7/2018	FEDEX STANDARD OVERNIG	6.51	
				8/31/2018	FEDEX STANDARD OVERNIG	6.51	22.19

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79768	10/23/2018	00003770	FLEMING ENVIRONMENTAL IN14027	9/17/2018	SEPT 2018 - MONTHLY DESIC	634.78	634.78
Voucher:							
79769	10/23/2018	0010237	FRONTIER COMMUNICATIONS62-806-9232-1C	10/4/2018	BILLING- 10/04/2018 - 11/03/2C	57.16	
Voucher:							
			209-057-1084-1C	10/1/2018	BILLING -10/01/2018 - 10/31/2C	45.10	
			562-869-7582 1C	10/4/2018	BILLING -10/04/2018 - 11/03/2C	57.16	159.42
79770	10/23/2018	0011732	FUND 2016 LLC, BRECKENRIERef000242265	10/1/2018	UB REFUND CST #00062136 (146.18	146.18
Voucher:							
79771	10/23/2018	00004934	GAS COMPANY	083 407 6536 4-1	BILLING PRD- 08/20/18 - 09/1E	17.46	
Voucher:							
				115 800 9600 3-	BILLING PRD- 09/10/18 - 10/1C	769.40	
				102 000 8100 7-	BILLING PRD- 09/7/18 - 10/09/	64.36	
				013 900 7300 3-	BILLING PRD- 09/10/18 - 10/1C	305.76	
				045 400 7300 6-	BILLING PRD- 09/10/18- 10/10,	21.42	
				130 500 9400 5-	BILLING PRD- 09/07/18 - 10/0E	87.22	
				134 700 9400 7-	BILLING PRD- 09/07/18 - 10/0E	51.98	
				126 300 9600 1-	BILLING PRD- 09/10/18 - 10/1C	17.63	
				132 600 9400 1-	BILLING PRD- 09/7/18 - 10/09/	28.16	
				186 100 7200 3-	BILLING PRD- 09/10/18 - 10/1C	362.50	
				189 300 9500 7-1	BILLING PRD- 08/14/18 - 09/1E	1,294.43	
				113 798 0362 7-1	BILLING PRD- 09/01/18 - 10/01	4,052.60	7,072.92
79772	10/23/2018	00002380	GLADDING MCBEAN 7 CO	9/7/2018	6" REPAIR COUPLING	72.77	
Voucher:							
				193830300	COUPLINGS	102.82	
				193830315	COUPLINGS	214.06	389.65
79773	10/23/2018	0010016	GLOBAL PARATRANSIT INC.	111819-02	AUGUST 2018 - TRANSIT SVC	62,747.95	62,747.95
Voucher:							
79774	10/23/2018	00004869	GOLDEN STATE WATER COM	29007447310-1C	10/4/2018	BILLING PRD- 08/31/2018 - 09,	66.76
Voucher:							
				33744100000-1C	10/3/2018	BILLING PRD- 08/30/2018 - 10,	351.05
				53744100008-1C	10/3/2018	BILLING PRD- 08/30/2018 - 10,	218.86
				63744100007-1C	10/3/2018	BILLING PRD- 08/30/2018 - 10,	1,282.25
				73744100006-1C	10/3/2018	BILLING PRD- 08/30/2018 - 10/1	136.80
				32809400008-1C	10/3/2018	BILLING PRD- 08/30/2018 - 10,	44.58
79775	10/23/2018	00002890	GRAINGER	9884779480	8/23/2018	STENCIL NUMBERING KIT FC	2,100.30
Voucher:							
				9305490890	8/7/2018	GRAYBAR-STREET LIGHT IN	76.85
79776	10/23/2018	0006639	GRAYBAR ELECTRIC CO.	9305490890	8/7/2018	GRAYBAR-STREET LIGHT IN	10,265.08
Voucher:							

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79777	10/23/2018	0009528 Voucher: GRIFFITH COMPANY	007	8/20/2018	07/16/18-08/15/18 - PROF SER	625,940.36	625,940.36
79778	10/23/2018	00000989 Voucher: HARRIS & ASSOCIATES	38874	9/11/2018	07/29/1/ - 08/25/18 - GARFIELD	1,874.70	1,874.70
79779	10/23/2018	0011526 Voucher: HASA, INC.	607311	7/12/2018	BULK CHLORINE FOR WATEF	596.78	596.78
79780	10/23/2018	00001522 Voucher: HD SUPPLY WHITE CAP	50008890728	9/11/2018	SPECIAL TOOLS	1,163.86	1,163.86
79781	10/23/2018	00000268 Voucher: HOME DEPOT CREDIT SERVI(6234958	8351041	9/19/2018	GENERAL MAINTENANCE - M	74.71	
			2343945	9/27/2018	GROUNDS MAINTENANCE SI	19.39	
			4230003	10/3/2018	GROUND MAINTENANCE SUF	98.70	
			5234965	10/1/2018	INVENTORY PO/ /SPRAY BOT	369.84	
			6234963	9/20/2018	MATERIALS TO INSTALL SIGN	24.56	
			3351007	9/19/2018	HILTI SLEEVE ANCHORS	34.54	
			4230008	9/12/2018	IMPACT DRIVER	129.80	
			2343947	10/1/2018	GROUNDS MAINTENANCE SI	111.86	
			135103	10/3/2018	TOOL REPLACEMENT AND SI	344.22	
			9234999	9/24/2018	MATERIALS TO COVER T-VEI	16.43	
			6030255	9/26/2018	VINYL TUBE	19.89	
			6234960	9/19/2018	TOOLS-SAW AND SAW DRILL	445.40	
			6234961	9/19/2018	MATERIALS REPAIR/JANITOF	33.33	
			6060002	9/19/2018	RAT TRAPS/EQUIPMENT ROC	46.23	
79782	10/23/2018	00000692 Voucher: ICE MACHINE SALES & SVC C1087504-IN		7/11/2018	PHOTO CELL FOR AUDITORII	110.32	1,879.22
79783	10/23/2018	0010099 Voucher: L.G.P. EQUIPMENT RENTALS, 106267		9/13/2018	REPLACEMENT OF ICE MACH	7,666.85	7,666.85
79784	10/23/2018	00005175 Voucher: LA COUNTY METROPOLITAN 102550		9/22/2018	EQUIPMENT RENTAL FOR ST	68.66	68.66
79785	10/23/2018	0006905 Voucher: LA COUNTY SHERIFF'S DEPAI190560BL		9/30/2018	TAP BUS PASSES - AUGUST ;	7,744.00	7,744.00
79786	10/23/2018	00002870 Voucher: LAW OFFICES OF JONES & M.88663		9/7/2018	AUG 2018 - FOOD FOR THE J	1,471.25	1,471.25
79787	10/23/2018	0010423 Voucher: LEWIS BRISBOIS BISGAARD 2169764		9/30/2018	THRU 09/30/18- PITCHESS MK	2,400.00	2,400.00
				8/31/2018	PROF. SRV THRU 07/31/18 RE	644.17	644.17

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Bank: botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79788	10/23/2018	00003754	LIEBERT CASSIDY WHITMORI1466306	8/31/2018	SRVS THRU 08/31/18- RE: LU	522.00	
		Voucher:	1466307	8/31/2018	SRVS THRU 08/31/18- RE: AC	37.00	559.00
79789	10/23/2018	0011727	LOPEZ, CARLOS	10/1/2018	UB REFUND CST #00061257 (78.88	78.88
		Voucher:	Ref000242260				
79790	10/23/2018	0010315	MARIACHI LOS ANGELES	9/20/2018	11/29/18 - 2.5 HRS ENTERTAIN	1,100.00	1,100.00
		Voucher:	31				
79791	10/23/2018	0011433	MARK THOMAS & COMPANY, 31192	7/18/2018	06/04/18-06/30/18 - PROF SER	15,635.32	15,635.32
		Voucher:					
79792	10/23/2018	0009213	MARTINEZ, GILBERT	10/01/18 - GLOV	10/1/2018 DJ SRVS- GLOW GOLF EVEN	300.00	300.00
		Voucher:					
79793	10/23/2018	00001046	MAXIMUS, INC.	106335.01.03-0C	9/30/2018 FY 2017-18 STATE MANDATE	3,280.00	3,280.00
		Voucher:					
79794	10/23/2018	00004060	MCMaster-CARR SUPPLY C174019615	9/20/2018	VARIOUS WATER SUPPLIES	393.63	
		Voucher:	74047062	9/20/2018	PLAYGROUND EQUIPMENT T	483.34	876.97
79795	10/23/2018	0008734	METRO EXPRESSLANES	T801812322560	8/15/2018 07/31/18 - METRO EXPRESSI	55.55	55.55
		Voucher:					
79796	10/23/2018	00003815	MICHELSON LABORATORIES,23721	9/11/2018	TITLE 22 LAB ANALYSIS- HET	1,172.50	1,172.50
		Voucher:					
79797	10/23/2018	00000170	MISC - PKS & REC REFUND	109130 CIAU, M	10/1/2018 109130 - REFUND DEPOSIT M	430.00	430.00
		Voucher:					
79798	10/23/2018	00000170	MISC - PKS & REC REFUND	126050 OJEDA I	10/1/2018 126050 - MARIA DEL CARMEN	277.00	277.00
		Voucher:					
79799	10/23/2018	00000170	MISC - PKS & REC REFUND	143816 ANDRAI	9/10/2018 143816 DANESSA ANDRADE -	143.00	143.00
		Voucher:					
79800	10/23/2018	00000170	MISC - PKS & REC REFUND	141181 GARCIA	8/27/2018 141181 - ELISABETH GARCIA	88.00	88.00
		Voucher:					
79801	10/23/2018	00000170	MISC - PKS & REC REFUND	140713 ROJAS`	8/27/2018 14713 VERONICA ROJAS - RE	88.00	88.00
		Voucher:					
79802	10/23/2018	00000170	MISC - PKS & REC REFUND	146718 ELIZONI	9/25/2018 146718 - REFUND TOT TIME (78.00	78.00
		Voucher:					
79803	10/23/2018	00000170	MISC - PKS & REC REFUND	140783 VERA E	10/15/2018 104783 ERIKA VERA - REFUNI	60.00	60.00
		Voucher:					
79804	10/23/2018	0011729	MOLINA, EDGAR	Ref000242262	10/1/2018 UB REFUND CST #00059191 (118.41	118.41
		Voucher:					

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79805	10/23/2018	0011731 MULHEARN, RODNEY	Ref000242264	10/1/2018	UB REFUND CST #00062083 (125.20	125.20
		Voucher:					
79806	10/23/2018	0008506 MUNITEMPS	128690	9/21/2018	09/3/18-09/13/18 - PW PROJEC	7,000.00	
		Voucher:	128736	10/5/2018	09/17/18-09/27/18 - HR ANALY	3,837.75	10,837.75
79807	10/23/2018	00004620 MUTUAL LIQUID GAS & EQUIP	351825	9/12/2018	PROPANE GAS AND COMPLI/	303.32	
		Voucher:	350940	9/6/2018	PROPANE GAS AND COMPLI/	422.96	726.28
79808	10/23/2018	0009426 MV CHENG & ASSOCIATES, IN	9/30/2018	9/30/2018	ACCOUNTING SERVICES/FIN	10,920.00	10,920.00
		Voucher:					
79809	10/23/2018	00004969 NATIONAL READY MIXED CON	664510	9/13/2018	CONCRETE FOR WALNUT &	574.68	
		Voucher:	664241	9/11/2018	CONCRETE & WALNUT & TV	220.51	
			664402	9/12/2018	CONCRETE FOR WALNUT &	1,350.58	
			664144	9/10/2018	CONCRETE FOR RAYO & FIR	633.95	2,779.72
79810	10/23/2018	0006698 NEOGOV	INV25507	9/14/2018	10/30/18-10/29/19 - TRACKING	10,749.38	10,749.38
		Voucher:					

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79812	10/23/2018	00001414 OFFICE DEPOT					
		Voucher:					
			207685023001	9/25/2018	OFFICE SUPPLIES	74.41	
			206799360001	9/20/2018	OFFICE SUPPLIES	255.88	
			195853525001	9/5/2018	OFFICE SUPPLIES	238.63	
			207093080001	9/26/2018	OFFICE SUPPLIES	86.25	
			207093124001	9/25/2018	OFFICE SUPPLIES	6.23	
			205312030001	9/20/2018	OFFICE SUPPLIES	211.00	
			209237394001	9/26/2018	OFFICE SUPPLIES	127.64	
			209237696001	9/26/2018	OFFICE SUPPLIES	137.92	
			203345105002	9/20/2018	OFFICE SUPPLIES	23.58	
			198201946001	9/5/2018	OFFICE SUPPLIES	152.33	
			207684111001	9/25/2018	OFFICE SUPPLIES	83.33	
			206976797001	9/20/2018	OFFICE SUPPLIES	182.39	
			206801274001	9/20/2018	OFFICE SUPPLIES	39.72	
			205303063001	9/18/2018	OFFICE SUPPLIES	60.23	
			203345105001	9/18/2018	OFFICE SUPPLIES	368.64	
			205310891001	9/19/2018	OFFICE SUPPLIES	7.75	
			201675050001	9/11/2018	OFFICE SUPPLIES	65.64	
			207093123001	9/25/2018	OFFICE SUPPLIES	616.10	
			209207777001	9/25/2018	OFFICE SUPPLIES	133.04	
			210582469001	9/27/2018	OFFICE SUPPLIES	86.77	
			210581472001	9/27/2018	OFFICE SUPPLIES	38.57	
			210580539001	9/27/2018	OFFICE SUPPLIES	315.87	
			207521345001	9/24/2018	OFFICE SUPPLIES	313.30	
			199947645001	9/11/2018	OFFICE SUPPLIES	1,039.08	
			205317179001	9/19/2018	OFFICE SUPPLIES	37.25	
			199879059002	9/13/2018	OFFICE SUPPLIES	37.25	
			203177853001	9/14/2018	OFFICE SUPPLIES	25.62	
			204002306001	9/18/2018	OFFICE SUPPLIES	216.66	
			205309938001	9/18/2018	OFFICE SUPPLIES	88.56	
			198521945001	9/5/2018	OFFICE SUPPLIES	473.79	
			198420158001	9/5/2018	OFFICE SUPPLIES	83.48	
			198937075001	9/6/2018	OFFICE SUPPLIES	430.53	
			198972322001	9/6/2018	OFFICE SUPPLIES	29.32	
			198812655001	9/6/2018	OFFICE SUPPLIES	56.27	
			201829389001	9/11/2018	OFFICE SUPPLIES	624.15	

Final Check List
City of South Gate

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Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
			199949475001	9/11/2018	OFFICE SUPPLIES	91.36	
			199879059001	9/11/2018	OFFICE SUPPLIES	38.96	
			203278314001	9/13/2018	OFFICE SUPPLIES	146.38	
			203177546001	9/13/2018	OFFICE SUPPLIES	35.40	
			206437793001	9/20/2018	OFFICE SUPPLIES	7.71	
			198522640001	9/6/2018	OFFICE SUPPLIES	50.24	
			210394046001	9/27/2018	OFFICE SUPPLIES	62.50	
			210582972001	9/28/2018	OFFICE SUPPLIES	76.87	
			201318173001		CREDIT FOR RETURN PART	-20.73	
			207034329001	9/20/2018	OFFICE SUPPLIES	56.19	
			206434595001	9/20/2018	OFFICE SUPPLIES	97.24	
			209237697001	9/28/2018	OFFICE SUPPLIES	51.26	7,460.56
79813	10/23/2018	0009786	OLIVAREZ MADRUGA LEMIEU4803	8/31/2018	PROF. SRVS AUGUST 2018 - I	250.00	250.00
79814	10/23/2018	0009216	ONESOURCE DISTRIBUTORS\$5939516.001	8/31/2018	LATE CHARGES	14.41	14.41

Voucher:

Voucher:

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79815	10/23/2018	0007984	O'REILLY AUTO PARTS	9/25/2018	BRAKE, ROTORS & PADS/UNI	231.17	
		Voucher:	3063-249826	9/25/2018	SWAY LINK KT UNIT #232	27.61	
			3063-249841	9/25/2018	AIR, CABIN, FULE & OIL FILTE	91.93	
			3063-249831	9/25/2018	V-BELT	17.81	
			3063-249833	9/25/2018	FLOOR MATS UNIT #229	55.11	
			3063-249828	9/25/2018	BATTERY UNIT #126	125.29	
			3063-249830	9/25/2018	SPARK PLUG, DIST ROTOR &	31.31	
			3063-249832	9/25/2018	GL-WIPER	15.15	
			3063-249834	9/25/2018	DISC PAD SET UNIT #409	88.37	
			3063-249837	9/25/2018	NEW MSTR CYL & 32OZ BRAI	58.23	
			3063-249835	9/25/2018	SEAT COVER & 4 PCFM RUBE	121.24	
			3063-249923	9/26/2018	CERAMIC PADS & SWAY LINK	59.50	
			3063-249824	9/25/2018	HEAD LAMP UNIT # 245	93.21	
			3063-249827	9/25/2018	BATTERY UNIT #221	118.97	
			3063-249829	9/25/2018	CABIN FILTER	6.04	
			3063-249930	9/26/2018	CONNECTOR UNIT #408	11.01	
			3063-249842	9/25/2018	CABIN FILTER	17.31	
			3063-249886	9/25/2018	CORDD	38.48	
			3063-247224		CREDIT FOR RETURN PART	-16.53	
			3063-247650		CREDIT FOR RETURN PARTS	-103.07	
			3063-249889		CREDIT FOR RETURN PARTS	-18.83	
			3063-246471		CREDIT FOR RETURN PART	-14.32	
			3063-246487		CREDIT FOR RETURN PARTS	-53.52	
			3063-246428		CREDIT FOR RETURN PARTS	-130.96	
			3063-231969		CREDIT FOR RETURN PARTS	-3.86	
			3063-245300		CREDIT FOR RETURN PART	-15.44	851.21
79816	10/23/2018	00002817	OSCAR'S PRINTING INC.	9/25/2018	DOOR HANGERS FOR STREE	418.95	418.95
		Voucher:	4837				
79817	10/23/2018	00002769	PARIS LASER PRINTER REPAI	9/20/2018	REPAIRS TO PW LASER PRIN	452.90	452.90
		Voucher:	25150				
79818	10/23/2018	0011294	PARKWOOD LANDSCAPE	8/31/2018	ANNUAL LANDSCAPE MAINT	20,777.00	20,777.00
		Voucher:	2380				
			2226	7/31/2018	ANNUAL LANDSCAPE MAINT	20,777.00	20,777.00
			2436	9/30/2018	ANNUAL LANDSCAPE MAINT	20,777.00	20,777.00
79819	10/23/2018	00004717	PETTY CASH- GENERAL FUNI	10/2/2018	PETTY CASH RECEIPTS-09/1	719.84	62,331.00
		Voucher:	091018-09/27/1				719.84

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79820	10/23/2018	00004713	PETTY CASH- PARKS & REC.	10/2/2018	PETTY CASH RECEIPTS- 09/1	111.41	111.41
		Voucher:					
79821	10/23/2018	00004714	PETTY CASH- POLICE DEPT.	9/13/2018	PETTY CASH- POLICE DEPT-	116.61	116.61
		Voucher:					
79822	10/23/2018	00003358	PK: COX, LINDSAY	10/01/18	MS. SOUTH GATE PAGEANT	500.00	500.00
		Voucher:					
79823	10/23/2018	00003691	PK: LARIOS, JUAN	OCT 2018	KARATE - 10/01/18-10/31/18	1,485.00	1,485.00
		Voucher:					
79824	10/23/2018	00003720	PK: RODRIGUEZ, BEATRIZ	10/2/2018	OVER EASY CLASSES- 10/01/	126.72	126.72
		Voucher:					
79825	10/23/2018	0006933	PSYCHOLOGICAL CONSULTIN	9/21/2018	08/21/18, PRE-EMPLOYMENT	400.00	400.00
		Voucher:					
79826	10/23/2018	00000168	QUETEL CORP.	14613	READY TO GO KIT FOR SATO	135.25	135.25
		Voucher:					
79827	10/23/2018	00000416	RAPID-O-PRINT	15726	BUSINESS CARDS- VARIOUS	132.00	
		Voucher:					
				15725	BUSINESS CARDS- BLUE LIT	110.00	
				15791	BUSINESS CARDS	771.75	1,013.75
79828	10/23/2018	0011545	RELX, INC.	1431080-201809	SEP 2018 - MONTHLY SUBSC	732.45	732.45
		Voucher:					
79829	10/23/2018	00004773	RET: ALMANZA, JOSEPH A	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS. - OCT	250.00	250.00
		Voucher:					
79830	10/23/2018	0005570	RET: ALONZO, ANTHONY	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
		Voucher:					
79831	10/23/2018	0009815	RET: AMEY, ISAAC D	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS.- OCT	150.00	150.00
		Voucher:					
79832	10/23/2018	0008275	RET: AROCHA, FRANCIS X.	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
		Voucher:					
79833	10/23/2018	0005813	RET: AVILA, VINCENT	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
		Voucher:					
79834	10/23/2018	00001840	RET: BLASKA, WILLIAM MIKE	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS. - OCT	250.00	250.00
		Voucher:					
79835	10/23/2018	00001265	RET: BRASSFIELD, CHARLES	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS. - OCT	250.00	250.00
		Voucher:					
79836	10/23/2018	0006324	RET: BURBACH, MAUREEN	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS.- OCT	150.00	150.00
		Voucher:					

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79837	10/23/2018	00004776 Voucher:	RET: CARTER, LLOYD B	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS. - OCT	250.00	250.00
79838	10/23/2018	00000495 Voucher:	RET: CHAVEZ, ANTHONYA	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS.- OCT	150.00	150.00
79839	10/23/2018	00000817 Voucher:	RET: CHRIST, DOUGLAS F	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS. - OCT	241.60	241.60
79840	10/23/2018	00002460 Voucher:	RET: COMSTOCK, JOSEPH E	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS.- OCT	200.00	200.00
79841	10/23/2018	0006505 Voucher:	RET: CORBET, RONALD	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
79842	10/23/2018	00003408 Voucher:	RET: DAMRON, ROGER V	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS. - OCT	250.00	250.00
79843	10/23/2018	00004777 Voucher:	RET: DAY, ROBERT A	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS. - OCT	250.00	250.00
79844	10/23/2018	0008746 Voucher:	RET: DELEON, RUBEN	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS.- OCT	150.00	150.00
79845	10/23/2018	00001776 Voucher:	RET: EADE, JOANN	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS.- OCT	183.34	183.34
79846	10/23/2018	00003973 Voucher:	RET: EADS, KENNETH P.	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
79847	10/23/2018	00003853 Voucher:	RET: FANNIN, ZONA	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS.- OCT	150.00	150.00
79848	10/23/2018	0008820 Voucher:	RET: FERNANDEZ, CARLOS	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
79849	10/23/2018	00004403 Voucher:	RET: FIELD, GARY	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS.- OCT	150.00	150.00
79850	10/23/2018	0006507 Voucher:	RET: FIGUEROA, GLORIAA.	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS.- OCT	150.00	150.00
79851	10/23/2018	00000605 Voucher:	RET: FORRESTER, BOB L	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS. - OCT	250.00	250.00
79852	10/23/2018	0005355 Voucher:	RET: GALBREATH, RUSSELL	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
79853	10/23/2018	0011326 Voucher:	RET: GALVAN, RAY A.	OCTOBER 2018	10/6/2018 RETIREE MEDICAL INS.- OCT	150.00	150.00

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79854	10/23/2018	0011186 Voucher: RET: GAMBOA, OSCAR	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79855	10/23/2018	00000496 Voucher: RET: GEORGE, RONALD P	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	250.00	250.00
79856	10/23/2018	0006508 Voucher: RET: GOMEZ, JOSEPH C.	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79857	10/23/2018	00003940 Voucher: RET: GONZALEZ, HIRAM	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79858	10/23/2018	0006328 Voucher: RET: GUTIERREZ, MANUEL	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
79859	10/23/2018	0006509 Voucher: RET: HAMMOND, DONNA	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79860	10/23/2018	0006510 Voucher: RET: HERNANDEZ, MARIA	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79861	10/23/2018	0008059 Voucher: RET: HILL, GARY	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79862	10/23/2018	0006329 Voucher: RET: HOMSHER, HUGH	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
79863	10/23/2018	00004784 Voucher: RET: HUNTRODS, RICHARD	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	209.80	209.80
79864	10/23/2018	0009521 Voucher: RET: HUPP, KEITH	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
79865	10/23/2018	0008058 Voucher: RET: INMAN, RONALD	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
79866	10/23/2018	00004785 Voucher: RET: IRISH, TERRY F	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	250.00	250.00
79867	10/23/2018	0011110 Voucher: RET: JOHNSON, GERALD	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79868	10/23/2018	00004787 Voucher: RET: KENNEDY, GARY E	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	250.00	250.00
79869	10/23/2018	0005356 Voucher: RET: KEY, ANDREW	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
79870	10/23/2018	0011111 Voucher: RET: KOOMEN, SHERI L.	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79871	10/23/2018	0010881 Voucher:	RET: KOOPMANS, WILLIAM O	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79872	10/23/2018	00004788 Voucher:	RET: LANE JR, EDWARD W	10/6/2018	RETIREE MEDICAL INS. - OCT	250.00	250.00
79873	10/23/2018	00009946 Voucher:	RET: LEFEVER, STEVEN A.	10/6/2018	RETIREE MEDICAL INS.- OCT	200.00	200.00
79874	10/23/2018	0010410 Voucher:	RET: LEO, FRANK	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79875	10/23/2018	00004789 Voucher:	RET: LILLEY, RAYMOND E	10/6/2018	RETIREE MEDICAL INS. - OCT	250.00	250.00
79876	10/23/2018	0005633 Voucher:	RET: LOPEZ, ALFONSO	10/6/2018	RETIREE MEDICAL INS. - OCT	590.37	669.57
79877	10/23/2018	0006511 Voucher:	RET: LOPEZ, RAMON A.	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79878	10/23/2018	0009453 Voucher:	RET: LOPEZ, VERONICA	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79879	10/23/2018	0007656 Voucher:	RET: MATSUKIYO, DAVID	10/6/2018	RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
79880	10/23/2018	00003833 Voucher:	RET: MOOMEY, STEVEN	10/6/2018	RETIREE MEDICAL INS. - OCT	518.00	518.00
79881	10/23/2018	00003328 Voucher:	RET: MOSBY, DOROTHEA S	10/6/2018	RETIREE MEDICAL INS.- OCT	183.34	183.34
79882	10/23/2018	00003239 Voucher:	RET: NASSAR, SAM R	10/6/2018	RETIREE MEDICAL INS.- OCT	200.00	200.00
79883	10/23/2018	0011522 Voucher:	RET: PELLERIN, ROBERT	10/6/2018	RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
79884	10/23/2018	00005237 Voucher:	RET: PEREZ, SUSAN	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79885	10/23/2018	0010733 Voucher:	RET: PIXLER, DAVID	10/6/2018	RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
79886	10/23/2018	00004794 Voucher:	RET: POWELL, ROBERT K.	10/6/2018	RETIREE MEDICAL INS. - OCT	250.00	250.00
79887	10/23/2018	0006326 Voucher:	RET: RAMIREZ, VIRGINIA	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79888	10/23/2018	00003798 RET: RANGEL, ARMANDO Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79889	10/23/2018	0006327 RET: RASCO, ANGELA Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79890	10/23/2018	00003630 RET: REGALADO, MARY Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79891	10/23/2018	0011112 RET: SALDIVAR, MARIO M. Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
79892	10/23/2018	00001867 RET: SCHMID, BEATRICE J Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79893	10/23/2018	0009865 RET: SCHRADER, GEORGE R Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
79894	10/23/2018	0011521 RET: SCOTT, DAVID Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
79895	10/23/2018	00000458 RET: SEWELL, ELAINE Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79896	10/23/2018	00000459 RET: SEWELL, KENNETH R Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79897	10/23/2018	0006513 RET: SHETTER, RANDOLPH M Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79898	10/23/2018	00000869 RET: SMITH, CHARLES R Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	250.00	250.00
79899	10/23/2018	00004796 RET: SPEELMAN, PATRICIA L Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	250.00	250.00
79900	10/23/2018	00002147 RET: SPROWLS, KENNETH C Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	250.00	250.00
79901	10/23/2018	0008313 RET: SULLIVAN, DARREN Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
79902	10/23/2018	0006512 RET: TATTI, WILLIAM P. Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79903	10/23/2018	0005357 RET: TODD, ROBERT M. Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
79904	10/23/2018	00003573 RET: VANLIEROP, MARTIN G Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	518.00	518.00

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79905	10/23/2018	00003959 RET: WADE, RICHARD Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	306.00	306.00
79906	10/23/2018	0007655 RET: WELLS, GREGORY Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	509.70	509.70
79907	10/23/2018	00004379 RET: WHALEN, HARVEY Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS.- OCT	150.00	150.00
79908	10/23/2018	00000498 RET: WILLIAMS, GALE M Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	250.00	250.00
79909	10/23/2018	0008821 RET: WILLIAMS, TIMOTHY Voucher:	OCTOBER 2018	10/6/2018	RETIREE MEDICAL INS. - OCT	1,100.86	1,100.86
79910	10/23/2018	0010872 RIVAL CREATIVE, LLC Voucher:	10872	10/1/2018	ROLL OUT PLAN FOR NEW C	3,700.00	3,700.00
79911	10/23/2018	00002735 ROADLINE PRODUCTS, INC. Voucher:	14418 14358 14375 14333 14323 14340 14336 14334 14272 14267 14335 10636 14151 14266 14269 14477	8/21/2018 8/6/2018 8/7/2018 7/20/2018 7/20/2018 7/23/2018 7/19/2018 7/24/2018 7/5/2018 6/27/2018 7/26/2018 7/31/2018 5/28/2018 6/26/2018 7/3/2018 9/10/2018	ATP-FAST DRY YELLOW GRA GRAFFITI EQUIPMENT GRAFFITI EQUIPMENT FEDERAL TYPE 1 HWY GRAF ATP/RED,WHITE,BLUE & GRE TIP RAC 5 & SPRAY TIP GRAF GRAFFITI EQUIPMENT FED TYPE 1 HWY GLASS GR/ GRAFFITI EQUIPMENT GRAFFITI EQUIPMENT FEDERAL TYPE 1 HWY GRAF ATP FAST DRY BLACK GRAFF GRAFFITI EQUIPMENT GRAFFITI EQUIPMENT GRAFFITI EQUIPMENT GRAFFITI EQUIPMENT SEPT 2018 - CONSTRUCTION	436.82 1,985.38 2,169.72 2,460.50 2,071.87 749.70 220.50 2,460.50 2,347.06 2,962.97 1,005.20 573.30 2,974.19 2,959.11 2,910.60 203.41 49,571.00 17,047.75	
79912	10/23/2018	0011527 RS CONSTRUCTION & Voucher:	83 84	10/5/2018 10/5/2018		28,490.83 66,618.75	

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79913	10/23/2018	0007637 Voucher:	RSG, INC				
			I003912	9/11/2018	AUG 2018- SUCCESSOR AGE	4,016.25	
			I003913	9/11/2018	AUG 2018- SUCCESSOR AGE	192.50	
			I003914	9/11/2018	AUG 2018- SUCCESSOR AGE	1,526.25	
			I003915	9/11/2018	AUG 2018- SUCCESSOR AGE	9,262.50	
			I003919	9/11/2018	JULY 2018- SUCCESSOR AGI	7,170.00	
			I003921	9/11/2018	JULY 2018- SUCCESSOR AGI	2,545.00	
			I003925	9/11/2018	JULY 2018- SUCCESSOR AGI	3,987.50	
			I003927	9/11/2018	JULY 2018- SUCCESSOR AGI	5,362.50	34,062.50
79914	10/23/2018	00004821 Voucher:	S & J SUPPLY COMPANY, INC.	100120841.001	WATER SUPPLIES/IBRN 2"	239.81	
79915	10/23/2018	00003882 Voucher:	S A RENTERIA AUTO PARTS	S100120629.001	WATER SUPPLIES/W975XL2	689.86	929.67
				3922417	FUSE FOR STOCK	16.41	16.41
79916	10/23/2018	0008369 Voucher:	SAFETY-KLEEN SYSTEM, INC	77514007	USED OIL RECYCLING SERVI	145.00	145.00
79917	10/23/2018	00000322 Voucher:	SAM'S CLUB	7624	SENIOR CENTER SUPPLIES	103.45	103.45
79918	10/23/2018	0011730 Voucher:	SANCHEZ, ANTHONY	Ref000242263	UB REFUND CST #00060664 (121.54	121.54
79919	10/23/2018	00004829 Voucher:	SCMAF	7057	TOURNAMENT AND TEAM RE	205.00	205.00
79920	10/23/2018	0008973 Voucher:	SCOTT ROBINSON CHRYSLER	130561	STRUTS UNIT # 151	221.74	
				131538	CREDIT FOR RETURN PARTS	-410.63	
				CM126957	CREDIT FOR RETURN PART	-43.80	
				130440	BRAKE ROTORS & PADS/ UNI	610.19	
				130591	STARTER UNIT # 175	227.76	605.26
79921	10/23/2018	0010623 Voucher:	SECTRAN SECURITY INC.	18100404	OCTOBER 2018- ARMORED T	257.25	257.25
79922	10/23/2018	00004841 Voucher:	SHELL CREDIT CARD CENTE	65091514810	GAS STMT CLOSING DATE 10	861.87	861.87
79923	10/23/2018	00005096 Voucher:	SOUTH COAST A.Q.M.D.	3344814	EMISSIONS FEES	131.79	
				3343133	ANNUAL RENEWAL FEES INV	1,456.96	1,588.75
79924	10/23/2018	00004908 Voucher:	STATUS ONE MEDICAL INC	54704	FIRST AID SUPPLIES FOR ST	108.43	108.43
79925	10/23/2018	0008147 Voucher:	STEPHEN DORECK EQUIPME	2018-09-01	TO 08/31/18 - CONSTR. CALIF	149,525.25	149,525.25

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79926	10/23/2018	0005394	STEVE SWAIN INVESTIGATOR OF 1312	9/10/2018	BACKGROUND- LINDA ACEVE	700.00	
		Voucher:	1313	9/10/2018	BACKGROUND DANIEL BERN	700.00	1,400.00
79927	10/23/2018	0008773	STOTZ EQUIPMENT	9/26/2018	JOHN DEERE PARTS/ GOLF C	363.85	
		Voucher:	P97689	9/27/2018	JOHN DEERE PARTS FOR GC	75.55	439.40
79928	10/23/2018	00002639	STRADLING YOCCA CARLSO1346234-0027	8/31/2018	SRVS THRU 07/31/18- RE: MC	3,185.60	3,185.60
		Voucher:					
79929	10/23/2018	0009039	TETRA TECH	9/13/2018	DESIGN SERVICES FOR WAT	21,688.00	21,688.00
		Voucher:	51352988				
79930	10/23/2018	0009874	THE WALKING MAN, INC.	9/18/2018	DISRIBUTION OF NEW SIGN	750.00	750.00
		Voucher:	E9042				
79931	10/23/2018	0008153	TIME WARNER CABLE-	9/19/2018	ACCT# 844830 017 0008335- 1	161.26	161.26
		Voucher:	0008335091918				
79932	10/23/2018	00004947	TOMARK SPORTS EQUIPMEN902898863	8/30/2018	SPORTS EQUIPMENT	461.61	461.61
		Voucher:					
79933	10/23/2018	0011316	TRANSTECH ENGINEERS, INC20182438	8/31/2018	CONSTRUCTION MANAGEME	4,625.00	4,625.00
		Voucher:					
79934	10/23/2018	0006351	TRENCH PLATE RENTAL COM11-08052-18	8/31/2018	PLATES FOR KAUFFMAN TWI	44.10	
		Voucher:	11-08547-18	9/26/2018	TRENCH PLATE RENTAL	386.70	
			11-08271-18	9/13/2018	SHORING EQUIPMENT	282.50	713.30
79935	10/23/2018	0005474	U.S. HEALTHWORKS MEDICA3392352-CA	9/6/2018	HOURLY EXAMS & NH PHYSI	1,665.00	
		Voucher:	3392370-CA	9/6/2018	LAB-BLOOD ALCOHOL EXAMI	195.00	1,860.00
79936	10/23/2018	0005750	UNITED INDUSTRIES	9/17/2018	INVENTORY PO/ SAFETY SUF	496.82	
		Voucher:	187921	9/11/2018	INVENTORY PO/ SAFETY SUF	1,058.40	1,846.43
			187689	9/10/2018	INVENTORY PO/ SAFETY SUF	291.21	2,456.90
79937	10/23/2018	0006581	UNITED ROTARY BRUSH COR305669	8/31/2018	STREET SWEEPER AND BRO	2,456.90	
		Voucher:					
79938	10/23/2018	00003928	US BANK TRUST N.A.	11/1/2018	NOV 2018 - 2005 PERS OBLIG	167,703.25	167,703.25
		Voucher:	788757000- 11/2				
79939	10/23/2018	00004693	USA MOBILITY WIRELESS, IN67961537V	10/1/2018	BILLING PRD- OCT 2018	33.09	33.09
		Voucher:					
79940	10/23/2018	00000379	VERIZON BUSINESS	10/10/2018	BILLING PRD- 09/01/2018 - 09,	80.03	80.03
		Voucher:	68673508				
79941	10/23/2018	00001848	VERIZON WIRELESS	9/21/2018	BILLING PRD- 08/22/18-09/21/	3,735.94	3,735.94
		Voucher:	9815099215	9/21/2018	BILLING PRD- 08/22/18-09/21/	38.01	3,773.95
			9815057951	9/21/2018	BILLING PRD- 08/22/18-09/21/		

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79942	10/23/2018	00004418 VINCE'S TRUCK BODY Voucher:	V205857	9/5/2018	CRANE FOR FLEET SERVICE	12,125.72	12,125.72
79943	10/23/2018	00002634 VULCAN MATERIALS COMPAN Voucher:	71936751 71958583 71955490 71915248 71943236 71943235 71940023 71931046 71936752 71951015 71958582	8/31/2018 9/21/2018 9/19/2018 8/13/2018 9/7/2018 9/7/2018 8/31/2018 8/27/2018 8/31/2018 9/14/2018 9/21/2018	ASPHALT, BASE, EMULSION I ASPHALT, BASE, EMULSION I ASPHALT, BASE, EMULSION I ASPHALT, BASE, EMULSION I ASPHALT, BASE, EMULSION I ASPHALT, BASE, EMULSION I ASPHALT, BASE, EMULSION I ASPHALT, BASE, EMULSION I ASPHALT, BASE, EMULSION I ASPHALT, BASE, EMULSION I ASPHALT, BASE, EMULSION I	323.62 326.81 244.48 183.26 176.08 938.05 164.55 326.01 186.85 83.81 326.81	
79944	10/23/2018	00004423 WALTERS WHOLESALE ELECS Voucher:	S111321795.001 S110998487.001 S111358266.001 S111071954.001	9/12/2018 8/30/2018 8/13/2018 8/20/2018	MATERIALS FOR STREET LIGH MATERIALS FOR STREET LIG SOUTH GATE PARK LIGHT PC MATERIALS FOR THE REPAIR BOLT KIT FOR HOLLYDALE P	1,483.16 696.29 464.00 819.50	3,280.33
79945	10/23/2018	00002593 WAXIE'S SANITARY SUPPLY Voucher:	77770259 77731610	10/3/2018	DOG PARK MAINTENANCE SI CREDIT FOR RETURN PARTS	47.42 1,135.58	3,510.37
79946	10/23/2018	00001953 WEBSTER'S BEE'S REMOVAL Voucher:	9129	10/1/2018	BEE REMOVAL SERV-3361 TV	-229.63 185.00	905.95 185.00
79947	10/23/2018	0010476 WECK LABORATORIES INC Voucher:	W811830-COSO W8J0079-COSC W811644-COSO W811727-COSO W811648-COSO W8J0042-COSC	9/28/2018 10/2/2018 9/26/2018 9/27/2018 9/26/2018 10/1/2018	WATER QUALITY SAMPLING WATER QUALITY SAMPLING WATER QUALITY SAMPLING WATER QUALITY SAMPLING WATER QUALITY SAMPLING WATER QUALITY SAMPLING	160.00 75.00 115.00 190.00 115.00 200.00	
79948	10/23/2018	00000462 WEST COAST ARBORISTS, IN Voucher:	IN139083	7/15/2018	ANNUAL TREE MAINT CONT`	480.00	855.00 480.00

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79949	10/23/2018	00000032 WEST COAST MAILERS	9644	9/26/2018	LATE NOTICES CYCLE 7 JOB;	223.47	
		Voucher:	9641	9/26/2018	LATE NOTICES CYCLE 5 & 6.	341.24	
			9645	9/26/2018	LATE NOTICES CYCLE 8 JOB;	176.70	
			9643	9/26/2018	BILL CYCLE 10 JOB# 9-102	153.75	
			9642	9/26/2018	BILL CYCLE 1 & 2 JOB# 9-112	2,061.21	
79950	10/23/2018	00004593 WESTERLY METER SERVICE 15924	9646	9/26/2018	BILL CYCLES 7 & 8 JOB# 8-14	1,537.23	4,493.60
		Voucher:		9/19/2018	METER TESTS	80.00	80.00
79951	10/23/2018	00000561 WESTERN EXTERMINATOR C6388048	6388798	8/31/2018	WESTERN EXTERMINATORS	44.00	
		Voucher:	6359194	8/31/2018	WESTERN EXTERMINATORS	40.00	
			6388799	8/31/2018	WESTERN EXTERMINATORS	275.00	
			6388046	8/31/2018	WESTERN EXTERMINATORS	200.00	
			6388047	8/31/2018	WESTERN EXTERMINATORS	65.50	
			6388050	8/31/2018	WESTERN EXTERMINATORS	195.50	
			6388049	8/31/2018	WESTERN EXTERMINATORS	143.50	
			6321733	8/31/2018	WESTERN EXTERMINATORS	39.50	
			6359195	8/31/2018	WESTERN EXTERMINATORS	114.50	
			6376080	8/31/2018	WESTERN EXTERMINATORS	280.00	
			6387871	8/31/2018	WESTERN EXTERMINATORS	195.00	
						78.00	1,670.50

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79952	10/23/2018	00000058 XEROX CORP Voucher:	094403053	9/27/2018	COPIER LEASE AGRMNT- AU	212.45	
			094403047	9/27/2018	COPIER LEASE AGRMNT- AU	849.03	
			94403051	9/27/2018	COPIER LEASE AGRMNT- AU	225.15	
			094533651	9/27/2018	COPIER LEASE AGRMNT- AU	283.01	
			09440052	9/27/2018	COPIER LEASE AGRMNT- AU	183.13	
			094503685	9/27/2018	COPIER LEASE AGRMNT- AU	234.01	
			094533652	9/27/2018	COPIER LEASE AGRMNT- AU	263.69	
			094403046	9/27/2018	COPIER LEASE AGRMNT- AU	263.54	
			094403044	9/27/2018	COPIER LEASE AGRMNT- AU	399.17	
			094403048	9/27/2018	COPIER LEASE AGRMNT- AU	376.59	
			094403040	9/27/2018	COPIER LEASE AGRMNT- AU	547.61	
			094403045	9/27/2018	COPIER LEASE AGRMNT- AU	222.97	
			94403047	9/27/2018	COPIER LEASE AGRMNT- AU	579.10	
			094403042	9/27/2018	COPIER LEASE AGRMNT- AU	223.04	
			094403043	9/27/2018	COPIER LEASE AGRMNT- AU	212.39	
79953	10/23/2018	00000062 ZIEGLER'S HARDWARE & SUP6923 Voucher:	094403041	9/27/2018	COPIER LEASE AGRMNT- AU	212.45	5,287.33
			6977	9/17/2018	SUPPLIES TO PAINT THE KIT	41.27	
			6960	9/26/2018	SUPPLIES FOR JOB ON KANS	30.83	
			6978	9/24/2018	MATERIALS TO HANG A MIRR	27.53	
			6972	9/28/2018	BROOMS USED FOR ST DIV	26.42	
			6969	9/26/2018	BROOMS USED FOR ST DIV	22.04	
			6964	9/25/2018	WATER SUPPLIES	25.30	
			6936	9/24/2018	EQUIPMENT REPAIR PARTS	27.54	
			6993	9/19/2018	PLUMBING SUPPLIES FOR W	27.51	
79954	10/23/2018	00000063 ZUMAR INDUSTRIES INC Voucher:	0178995	10/1/2018	REPAIR CLAMP	12.12	240.56
				8/28/2018	ST SIGN FOR SOUTHERN / BI	129.48	129.48

Sub total for BANK OF THE WEST: 1,824,724.88

230 Checks in this report.

Grand Total All Checks: 1,824,724.88

Void Checks

Bank code: botw

Check # 79811 Date 10/23/2018

WARRANT REGISTER COUNCIL MEETING 10/23/2018

PART II a

apChkLst
10/03/2018 4:20:44PM

Final Check List
City of South Gate

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
1558	10/4/2018	00000004	NATIONWIDE RETIREMENT SBen241819	10/4/2018	DEF COMP NATIONWIDE: PA	48,796.38	48,796.38
		Voucher:					
1559	10/4/2018	00004836	SEIU LOCAL 721 CTW CLC-23Ben241821	10/4/2018	SEIU DUES: PAYMENT	3,189.42	3,189.42
		Voucher:					
1560	10/4/2018	00002370	INTERNAL REVENUE SERVICEBen241823	10/4/2018	MEDICARE: PAYMENT	145,231.89	145,231.89
		Voucher:					
1563	10/4/2018	00001186	EMPLOYMENT DEVELOPMENBen241829	10/4/2018	SDI: PAYMENT	47,818.04	47,818.04
		Voucher:					
1564	10/4/2018	00004996	SEIU-COPE LOCAL 721, LAJOCBen241831	10/4/2018	SEIU-COPE LOCAL 721 DEDI	51.50	51.50
		Voucher:					
1565	10/4/2018	00004988	CHILD SUPPORT ON-LINE, STBen241833	10/4/2018	CHILD SUPPORT-ONLINE: PA	1,941.70	1,941.70
		Voucher:					
79708	10/4/2018	00000437	AFLAC Ben241809	10/4/2018	AMERICAN FAMILY LIFE INS.:	635.82	635.82
		Voucher:					
79709	10/4/2018	00002417	AMERICAN FIDELITY ASSURABen241797	10/4/2018	AMERICAN FIDELITY (ABT): P	450.32	450.32
		Voucher:					
79710	10/4/2018	0011469	CALIFORNIA DENTAL NETWO Ben241801	10/4/2018	CALIFORNIA DENTAL NETWC	3,419.10	3,419.10
		Voucher:					
79711	10/4/2018	0011535	CDTFA Ben241811	10/4/2018	CA DEPT OF TAX & FEE ADMI	386.68	386.68
		Voucher:					
79712	10/4/2018	00000438	COLONIAL INSURANCE CO. Ben241799	10/4/2018	COLONIAL INSURANCE CO: F	5,020.87	5,020.87
		Voucher:					
79713	10/4/2018	0009920	OCSE CLEARINGHOUSE SDU Ben241817	10/4/2018	GARNISHMENT - AR CHILD S	324.00	324.00
		Voucher:					
79714	10/4/2018	00002421	POLICE MANAGEMENT ASSO Ben241807	10/4/2018	POLICE MANAGEMENT ASSC	1,800.00	1,800.00
		Voucher:					
79715	10/4/2018	00000335	POLICE OFFICERS ASSOCIAT Ben241805	10/4/2018	POLICE ASSOCIATION DUES:	5,800.00	5,800.00
		Voucher:					
79716	10/4/2018	0011466	PRINCIPAL LIFE INSURANCE (Ben241791	10/4/2018	PRINCIPAL DENTAL PPO (MIS	25,722.14	25,722.14
		Voucher:					
79717	10/4/2018	0011467	RELIANCE STANDARD Ben241793	10/4/2018	LONG TERM DISABILITY: PAY	3,815.79	3,815.79
		Voucher:					
79718	10/4/2018	0008951	SENCION, CARMEN Ben241815	10/4/2018	SPOUSAL SUPPORT-E: SENC	553.85	553.85
		Voucher:					

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79719	10/4/2018	0011468	SUPERIOR VISION SERVICES Ben241795	10/4/2018	SUPERIOR VISION MISC.: PA	3,965.73	3,965.73
Voucher:							
79720	10/4/2018	0008005	U.S. BANK-PARS ACCT#67460 Ben241813	10/4/2018	PARS 11.87%: PAYMENT	749.66	749.66
Voucher:							
79721	10/4/2018	00000334	UNITED WAY OF GREATER LC Ben241803	10/4/2018	UNITED WAY: PAYMENT	38.66	38.66
Voucher:							
1176180	10/2/2018	00004708	PERS HEALTH PLAN Ben240244	9/6/2018	MEDICAL HMO ANTHEM SELE	377,784.92	377,784.92
Voucher:							
Sub total for BANK OF THE WEST:						677,496.47	

21 Checks in this report.

Grand Total All Checks: 677,496.47

Void Checks

Bank code: botw
(none)

WARRANT REGISTER COUNCIL MEETING 10/23/2018

PART II b

apChkLst

10/10/2018 6:11:16PM

Final Check List
City of South Gate

Page: 1

Bank : botw BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
1562	10/10/2018	00000343	PUBLIC EMPLOYEES RETIRE	10/4/2018	PERS RETIREMENT: PAYMEN	209,491.86	209,491.86

Voucher:

Sub total for BANK OF THE WEST: 209,491.86

1 Checks in this report.

Grand Total All Checks: 209,491.86

Void Checks

Bank code: botw
(none)

WARRANT REGISTER COUNCIL MEETING 10/23/2018

PART III

apChkLst
10/08/2018 3:40:26PM

Final Check List
City of South Gate

Page: 1

Bank : botw BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79723	10/8/2018	0008914 AMERICAN EXPRESS	1178416-2684-1	8/1/2018	AUGUST 2018- 263-1669: RES	304,896.00	
		00004000 WASTE MANAGEMENT	1180539-2684-6	9/1/2018	SEPTEMBER 2018- 263-1669:	304,896.00	
		00004000 WASTE MANAGEMENT	1179822-2684-9	8/1/2018	07/01/18-07/31/18 - 263-1785: 1	745.39	
		00004000 WASTE MANAGEMENT	1175474-2684-3	6/1/2018	05/01/18-05/30/18 - COSSG: 424	662.14	
		00004000 WASTE MANAGEMENT	1179864-2684-1	8/1/2018	07/16/18-07/31/18 - COSSG: SA	263.39	611,462.92
Sub total for BANK OF THE WEST:						611,462.92	

1 Checks in this report.

Grand Total All Checks: 611,462.92

Void Checks

Bank code: botw
(none)

WARRANT REGISTER COUNCIL MEETING 10/23/2018

PART IV

apChkLst
10/11/2018 11:42:53AM

Final Check List
City of South Gate

Page: 1

Bank : botw BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
79724	10/11/2018	00003542	ORANGELINE DEVELOPMENT	10/10/2018	SUMMIT-B 2018 REGISTRATION FOR B. BERN	50.00	100.00
			Voucher:		2018 SUMMIT-R 10/10/2018 REGISTRATION FOR A. RIOS	50.00	
Sub total for BANK OF THE WEST:						100.00	100.00

1 Checks in this report.

Grand Total All Checks: 100.00

Void Checks

Bank code: botw
(none)

WARRANT REGISTER COUNCIL MEETING 10/23/2018

TOTALS

FISCAL YEAR 2018/2019

TOTAL AP PART I	1,824,724.88
TOTAL PAYROLL PART II a - 10/04/2018	677,496.47
TOTAL PAYROLL PART II b - 10/04/2018	209,491.86
TOTAL PREPAID PART III - 10/08/2018	611,462.92
TOTAL PREPAID PART IV - 10/11/2018	100.00
	TOTAL 3,323,276.13
VOIDS	(\$9,163.19)
LESS: EMPLOYEE PAYROLL DEDUCTIONS	(\$258,188.81)
TOTAL	3,055,924.13

**SOUTH GATE CITY COUNCIL
WARRANT APPROVAL AND CANCELLATION**

Warrant Number 79707 to Number 79954 Inclusive, Totaling \$ 3,055,924.13 as listed on the accompanying Accounts Payable Warrant Register of October 23, 2018 and approved as presented, with the exception of the following warrants:

76369	MAJESTIC UNITED INC.	03/13/2018	59.19	CHECK WAS STALE DATED
76413	ROSALES, JAVIER	03/13/2018	40.00	CHECK WAS STALE DATED
76568	RAMIREZ, NOEL	03/27/2018	64.00	CHECK WAS STALE DATED
76569	THE KRASS LAW FIRM, APC AND ANABELEN MEZA LAZARO	03/27/2018	9,000.00	CHECK WAS STALE DATED
	GRAND TOTAL OF VOIDED CHECKS		\$ 9,163.19	

CITY AUDITOR

CITY MANAGER



DIRECTOR OF ADMINISTRATIVE SERVICES

Pursuant to action of the City Council on October 23, 2018 at a regular or adjourned meeting, the City Treasurer was ordered to pay and/or cancel the above demands, as approved.