



AGENDA
REGULAR MEETING OF THE MAYWOOD CITY COUNCIL AND THE
SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY
REDEVELOPMENT AGENCY

WEDNESDAY, JULY 30, 2025 AT 5:30 PM

Maywood City Council Chambers
4319 E. Slauson Avenue, Maywood, CA 90270
www.cityofmaywood.com

I. CALL TO ORDER/ROLL CALL

CALL TO ORDER
ROLL CALL

II. CITY OFFICIALS

MAYOR
Mayra Aguiluz

CITY CLERK
Jennifer E. Vasquez

MAYOR PRO TEM
Heber Marquez

CITY TREASURER
Jennifer E. Vasquez

COUNCIL MEMBERS
Eddie De La Riva
Frank Garcia
Jaime Flores

CITY MANAGER
Jennifer E. Vasquez

CITY ATTORNEY
Roxanne Diaz

III. MEETING PROCEDURES

THIS MEETING WILL BE HELD IN PERSON.

THE MEETING WILL BE AVAILABLE FOR VIEWING VIA ZOOM:

<https://us02web.zoom.us/j/85621851613> AND VIA THE CITY'S FACEBOOK PAGE.

Public Participation Options:

1. **In-Person:** Council Chambers located at 4319 E. Slauson Avenue, Maywood, CA
2. **Before the Meeting:** Public comment will be accepted for the record in advance by 4:00 p.m. the day of the meeting by email to miguel.leon@cityofmaywood.org; or if you are unable to email, please call the City Clerk's Office at (323) 562-5714. Your comment will be made part of the written record but will NOT be read verbally at the meeting.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the Council Meeting, please contact the City Clerk's Office (323) 562-5714 within 72 hours of the meeting.

IV. CLOSED SESSION

CONFERENCE WITH REAL PROPERTY NEGOTIATORS, GOVERNMENT CODE SECTION 54956.8; 5102 DISTRICT AVENUE AND 5110 DISTRICT AVENUE (SUCCESSOR AGENCY TO FORMER MAYWOOD COMMUNITY DEVELOPMENT COMMISSION); SUCCESSOR AGENCY NEGOTIATOR: JENNIFER VASQUEZ, CITY MANAGER; NEGOTIATING PARTIES: CESAR CHAVEZ FOUNDATION; UNDER NEGOTIATION: PRICE AND TERMS OF PAYMENT

CONFERENCE WITH LABOR NEGOTIATOR, GOVERNMENT CODE SECTION 54957.6: CITY NEGOTIATOR: JENNIFER VASQUEZ, CITY MANAGER; EMPLOYEE ORGANIZATIONS: AFSCME DISTRICT COUNCIL 36, LOCAL 4319, MAYWOOD EMPLOYEES ASSOCIATION

V. MAYOR, COUNCILMEMBERS AND STAFF COMMENTS

VI. PUBLIC PARTICIPATION (Agenda Items; Time allotted: 3 minutes)

Speakers wishing to address the City Council on an item on the agenda may use the instructions provided in section **III. MEETING PROCEDURES** beginning on page 1 of this agenda.

VII. PRESENTATIONS

CITY OF MAYWOOD FISCAL YEAR 2024-2025 AUDIT REPORT BY VAN LANT & FANKHANEL, LLP

LOS ANGELES COUNTY SHERIFF'S DEPARTMENT: CITY UPDATE

VIII. CONSENT CALENDAR

All matters listed under CONSENT CALENDAR are considered to be routine and can be acted on by one roll call vote. There will be no separate discussion of these items unless members of the City Council request specific items to be removed from the Consent Calendar for separate discussion or action.

1. MINUTES FOR THE JUNE 25, 2025, REGULAR CITY COUNCIL MEETING

2. MONTHLY CASH AND INVESTMENT REPORT JUNE 2025
3. REVENUE REPORT JUNE 2025
4. CONSIDERATION OF ADOPTING RESOLUTION NO. 6425 OF THE CITY COUNCIL OF THE CITY OF MAYWOOD AND SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY REDEVELOPMENT AGENCY APPROVING THE WARRANTS FOR PAYMENT
5. CONSIDERATION OF A PROFESSIONAL SERVICES AGREEMENT WITH TRANSTECH ENGINEERS, INC. FOR MUNICIPAL ENGINEERING AND TRAFFIC ENGINEERING SERVICES
6. CONSIDERATION OF APPROVAL OF THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF MAYWOOD AND THE LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION (METRO) AUTHORITY FOR GRANT FUNDING UNDER THE SOUTHEAST LOS ANGELES TRANSIT IMPROVEMENTS PROJECT (SELA TIP) FOR THE MAYWOOD BUS SHELTER INSTALLATION PROJECT
7. CONSIDERATION OF ADOPTING RESOLUTION NO.6426 OF THE CITY COUNCIL OF THE CITY OF MAYWOOD CONDEMNING FEDERAL IMMIGRATION ENFORCEMENT PRACTICES THAT IMPACT THE REGION AND REAFFIRMING MAYWOOD'S COMMITMENT TO A SAFE, INCLUSIVE, AND WELCOMING COMMUNITY FOR ALL RESIDENTS
8. CONSIDERATION OF ADOPTING RESOLUTION NO. 6427 IN SUPPORT OF THE LOWER LA RIVER PARA TODOS CAMPAIGN
9. CONSIDER APPROVAL OF THE PUBLIC HEALTH SERVICES CONTRACT WITH THE COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC HEALTH AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE CONTRACT

IX. DISCUSSION/ACTION ITEMS

10. CONSIDERATION TO APPROVE COMMUNITY BENEFIT FUND APPLICATION FROM SOUTHEAST COMMUNITY FOUNDATION (SCF) IN THE AMOUNT OF \$14,960 FOR TUTORING SERVICES
11. MAYWOOD TEEN CENTER IMPROVEMENT PROJECT UPDATE
12. APPROVAL OF THE THIRD AMENDMENT TO THE CITY MANAGER EMPLOYMENT AGREEMENT BETWEEN THE CITY OF MAYWOOD AND JENNIFER E. VASQUEZ AND ADOPTION OF RESOLUTION NO. 6428 UPDATING AND AMENDING THE SALARY SCHEDULE RELATED TO THE CITY

MANAGER

X. **PUBLIC PARTICIPATION (Non-Agenda Items; Time allotted: 3 minutes)**

Speakers wishing to address the City Council on a non- agenda item you may use the instructions provided in section **III. MEETING PROCEDURES** beginning on page 1 of this agenda.

XI. **ADJOURNMENT** - The next Regular Meeting of the Maywood City Council is August 27, 2025, at 6:00 p.m. in the City Council Chambers.

PUBLIC ACCESS TO MEETING AGENDA AND AGENDA PACKETS

I, _____, City Clerk / Deputy City Clerk, hereby certify that this agenda was duly posted by law at 4319 E. Slauson Avenue, Maywood, CA 90270 and the City Website. Any public record, relating to an open session agenda item, that is distributed within 72 hours prior to the meeting is available for public inspection at the Maywood City Hall, 4319 E. Slauson Avenue, Maywood CA 90270. If you challenge in court any discussion or action taken concerning an item on this Agenda, you may be limited to rising only those issues you or someone else raised during the meeting or in written correspondence delivered to the City at or prior to the City's consideration of the item at the meeting. In compliance with the ADA, if you need special assistance for the meeting, call (323) 562-5723 within 72 hours prior to the meeting so the City can make reasonable arrangements to ensure accessibility.



City of Maywood

FINANCIAL STATEMENT AUDIT

FISCAL YEAR ENDED JUNE 30, 2024

PRESENTED BY:
BRETT VAN LANT
PARTNER



Audit Process

Preliminary Interim Audit Fieldwork

- Assess the risk the financial statements could be materially misstated due to fraud or error
- Gain an understanding of design and implementation of internal controls over financial reporting including:
 - Cash receipts process, cash disbursements process, purchasing process, payroll process, various other significant audit areas
 - Review specific transactions, observe processes, inquire with City staff throughout the City

Audit Process – Cont.

Year-end Audit Fieldwork

- Audit balances and amounts in the City's financial statements
- Procedures involve auditor's judgment based on risk assessment
- Substantive testing of the balances and amounts to provide reasonable assurance
 - Confirmation, testing of transactions, inquiry of City Staff, analytical procedures

Reports and Letters Issued

- Audit Report - Opinion on Financial Statements
- Report on Internal Control and Compliance
- Report on the City's Appropriations Limit
- Statement on Auditing Standards (SAS) 114
Communication Letter

Audit Report on the Financial Statements

Management's Financial Statements

Auditor's Responsibilities

- Express opinion
 - Reasonable assurance
- Conduct audit in accordance with applicable standards; obtain evidence
- Procedures involve auditor judgment
 - Risk assessment

Audit Report on the Financial Statements - continued

Unmodified (clean) Opinion

Required Supplementary Information

- MD&A – not presented, Budgetary schedule, Pension and OPEB schedules
- Limited audit procedures – no opinion expressed

Other Supplementary Information

There were no restrictions imposed by management in performing our audit procedures

Financial Statement Key Figures

Governmental Accounting Standards Board (GASB) Statement No. 68 (Pensions)

- City has a Net Pension Liability of \$3,843,681, a decrease of \$1M

Fund Balance for General Fund increased approx. \$1.5M compared to the prior year

Unrestricted Fund Balance in General Fund is approximately 129% of FY 2023-24 expenditures (15+ months reserves)

- GFOA best practices recommends a minimum of 2 months operating reserves

Financial Statement Key Figures

Governmental Accounting Standards Board (GASB) Statement No. 75 *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions (OPEB)*

- OPEB Liability is \$1.5M as of 6/30/2024

Actuarially determined liability

- Estimate of future costs for retiree healthcare benefits

Report on Internal Control and Compliance

Internal control over financial reporting

Consider internal control to determine what audit procedures to perform

Not to express an opinion

Compliance testing – no opinion

- Test for noncompliance that could be have a material impact on the financial statements

Report on Internal Control and Compliance

1 Significant Deficiency Identified:

- 2024-002: Issuance of Building Permits
 - Management's Response: "The City concurs with the audit finding and recommendation. The City is aware of this and is currently in the process of implementing a software that will address these concerns. This software will allow staff to reconcile the permits."

1 Material Weakness Identified:

- 2024-001: Timeliness and Accuracy of Accounting Records

SAS 114 Report

- Required Communication from auditors directly to “those charged with governance” – City Council
- Estimates
- Sensitive Disclosures
- Difficulties or Disagreements
- Other Audit Findings or Issues

Thank you to City Staff for their
cooperation and assistance in
completing the audit.

Questions?



City of Maywood / LASD

June Crime Statistics



	May'25	Jun '24	Jun'25	Change in Incidents
Crimes Against a Person				
Homicide	0	1	1	No Change
Sexual Assault	0	1	0	↓ 1 incident
Aggravated Assault	10	17	5	↓ 12 incidents
Crimes Against Property				
Robbery (Armed)	4	5	0	↓ 5 incidents
Robbery (Other)	1	7	2	↓ 5 incidents
Burglary (Residential)	1	1	1	No Change
Burglary (Other)	0	6	3	↓ 3 incidents
Grand Theft	3	8	4	↓ 4 incidents
Theft from Vehicle	1	4	6	↑ 2 incidents
Petty Theft	3	6	0	↓ 6 incidents
Auto Theft	17	19	7	↓ 12 incidents
Arson	1	0	1	↑ 1 incident



MEETING MINUTES

REGULAR MEETING OF THE MAYWOOD CITY COUNCIL AND THE SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY REDEVELOPMENT AGENCY

WEDNESDAY, JUNE 25, 2025 AT 5:30 PM

Maywood City Council Chambers
4319 E. Slauson Avenue, Maywood, CA 90270
www.cityofmaywood.com

I. CALL TO ORDER/ROLL CALL

Mayor Aguiluz called the meeting to order at 5:30 PM. Deputy City Clerk Miguel Leon conducted roll call. Present: Mayor Aguiluz, Mayor Pro Tem Marquez, Council Member De La Riva, Council Member Flores. Absent: Council Member Frank Garcia (Excused due to scheduling conflict at the Gateway Cities Council of Governments meeting).

II. CITY OFFICIALS

MAYOR
Mayra Aguiluz (Present)

CITY CLERK
Jennifer E. Vasquez (Present)

MAYOR PRO TEM
Heber Marquez (Present)

CITY TREASURER
Jennifer Vasquez (Present)

COUNCIL MEMBERS
Eddie De La Riva (Present)
Frank Garcia (Absent/Excused)
Jaime Flores (Present)

CITY MANAGER
Jennifer E. Vasquez (Present)

CITY ATTORNEY
Roxanne Diaz (Present)

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IV. CLOSED SESSION

PUBLIC EMPLOYEE PERFORMANCE EVALUATION
GOVERNMENT CODE SECTION 54957
TITLE: CITY MANAGER

CONFERENCE WITH LABOR NEGOTIATORS
GOVERNMENT CODE SECTION 54957.6
CITY NEGOTIATOR: MAYOR AGUILUZ AND CITY ATTORNEY ROXANNE DIAZ
UNREPRESENTED EMPLOYEE: CITY MANAGER

The Council went into closed session with City Attorney at approximately 5:35 PM to discuss: - Public Employee Performance Evaluation: City Manager (Gov. Code §54957) - Conference with Labor Negotiators: Mayor Aguiluz and City Attorney Roxanne Diaz (Gov. Code §54957.6)

The City Council reconvened at approximately 6:25 P.M. City Attorney Roxanne Diaz announced there was no reportable action.

V. MAYOR, COUNCILMEMBERS AND STAFF COMMENTS

The City Council provided their comments.

VI. PUBLIC PARTICIPATION (Agenda Items; Time allotted: 3 minutes)

Speakers wishing to address the City Council on an item on the agenda may use the instructions provided in section **III. MEETING PROCEDURES** beginning on page 1 of this agenda.

The following individuals participated in public comments:

1. David Perez
2. Paloma Hernandez

VII. PRESENTATIONS

LOS ANGELES COUNTY SHERIFF'S DEPARTMENT: CITY UPDATE

Special Assignment Deputy Peña provided a brief monthly presentation on the City's crime statistic and updates.

VIII. PUBLIC HEARING

- 1. PUBLIC HEARING TO CONSIDER RESOLUTION NO. 6417 APPROVING THE FINAL ENGINEER'S REPORT, CONFIRMING THE DIAGRAM AND ASSESSMENTS, AND ORDERING LEVY AND COLLECTION OF ASSESSMENTS WITHIN THE STREET LIGHTING ASSESSMENT DISTRICT FOR FISCAL YEAR 2025-26 PURSUANT TO THE PROVISIONS OF DIVISION 15, PART 2 OF THE STREETS AND HIGHWAYS CODE OF THE STATE OF CALIFORNIA**

City Manager Vasquez presented a report on Resolution No. 6417 for the levy and collection of assessments within the Street Lighting Assessment District for FY 2025-26. The report was prepared by Francisco & Associates and Transtech Engineers. Public Hearing was opened. No public comments were received. Motion to approve by Council Member Eddie De La Riva, seconded by Mayor Pro Tem Heber Marquez. Motion passed by the following vote: Ayes: Mayor Aguiluz, Mayor Pro Tem Marquez, Council Members De La Riva and Flores. Absent: Council Member Garcia.

- 2. CONSIDERATION TO APPROVE RESOLUTION NO. 6418, ADOPTING THE FISCAL YEAR 2025-2026 OPERATING BUDGET AND THE CAPITAL IMPROVEMENT PROGRAM FOR THE CITY OF MAYWOOD**

Finance Director Hanson presented a report on Resolution No. 6418 adopting the FY 2025-26 Operating Budget and Capital Improvement Program. Public Hearing was opened. Public comments were received. Motion to approve by Mayor Pro Tem Heber Marquez, seconded by Mayor Aguiluz. Motion passed by the following vote: Ayes: Mayor Aguiluz, Mayor Pro Tem Marquez, Council Member De La Riva. Abstain: Council Member Flores. Absent: Council Member Garcia.

- 3. CONSIDERATION OF THE ADOPTION OF A RESOLUTION OF NECESSITY FOR THE ACQUISITION BY EMINENT DOMAIN OF CERTAIN REAL PROPERTY INTERESTS FOR PUBLIC PURPOSES IN CONNECTION WITH THE SLAUSON AVENUE AND ATLANTIC BOULEVARD CONGESTION RELIEF IMPROVEMENTS PROJECT (ASSESSOR PARCEL NUMBERS 6313-011-036 & 6313-011-028) (MAYWOOD CENTER PROPERTIES)**

City Attorney presented a report on the Resolution of Necessity for the acquisition of property interests from Maywood Center Properties for the

Slauson and Atlantic Congestion Relief Project. Public Hearing was opened with no comments. The Public Hearing was closed. Motion to approve by Mayor Pro Tem Heber Marquez, seconded by Council Member Eddie De La Riva. Motion passed by the following vote: Ayes: Mayor Aguiluz, Mayor Pro Tem Marquez, Council Members De La Riva and Flores. Absent: Council Member Garcia.

IX. **CONSENT CALENDAR** - Council Member De La Riva motioned to approve Consent Calendar items 4 through 15, seconded by Mayor Aguiluz. Motion passed by the following vote: Ayes: Mayor Aguiluz, Mayor Pro Tem Marquez, Council Members De La Riva and Flores. Absent: Council Member Garcia.

4. MINUTES FOR THE MAY 28, 2025, STUDY SESSION CITY COUNCIL MEETING
5. MINUTES FOR THE MAY 28, 2025, REGULAR CITY COUNCIL MEETING
6. REVENUE REPORT MAY 2025
7. MONTHLY CASH AND INVESTMENT REPORT MAY 2025
8. CONSIDERATION OF ADOPTING RESOLUTION NO. 6419 OF THE CITY COUNCIL OF THE CITY OF MAYWOOD AND SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY REDEVELOPMENT AGENCY APPROVING THE WARRANTS FOR PAYMENT
9. CONSIDERATION OF APPROVING THE PROFESSIONAL SERVICES AGREEMENT WITH CALIFORNIA CONSULTING INC. FOR GRANT WRITING AND REPORTING SERVICES FOR A THREE-YEAR TERM AT AN AMOUNT NOT TO EXCEED \$146,700
10. CONSIDERATION OF APPROVAL FOR ISSUANCE OF A SPECIAL EVENT PERMIT TO FRIENDS OF THE LA RIVER TO HOST A LITTER CLEAN UP EVENT AT SPEAKER ANTHONY RENDON RIVERFRONT PARK LOCATION AT 5000 SLAUSON AVENUE
11. CONSIDERATION OF A PROFESSIONAL SERVICES AGREEMENT WITH ENVIRONMENTAL SCIENCE ASSOCIATES (ESA) FOR THE DEVELOPMENT OF A QUALIFIED CLIMATE ACTION, ADAPTATION, AND RESILIENCE PLAN (CAARP)
12. ACCEPTANCE OF CITY HALL PAINTING PROJECT, CITY PROJECT NO. 6107
13. ACCEPTANCE OF FY 2024-2025 SIDEWALK REHABILITATION PROJECT, CDBG PROJECT NO. 602676-24, CITY PROJECT NO. 6223
14. CONSIDERATION OF AWARD OF CONSTRUCTION CONTRACT TO CEM

CONSTRUCTION CORPORATION FOR THE 52ND STREET/52ND PLACE SEWER IMPROVEMENT PROJECT AND AUTHORIZE CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES BY TRANSTECH ENGINEERS, INC. PURSUANT TO THEIR ON-CALL PROFESSIONAL CONSULTING SERVICES AGREEMENTS

15. CONSIDERATION OF AWARD OF CONSTRUCTION CONTRACT TO PTM GENERAL ENGINEERING SERVICES, INC., AND APPROVAL OF AN AGREEMENT WITH KIZH NATION RESOURCES MANAGEMENT (KNRM) FOR MONITORING SERVICES, WITH GEO ADVANTEC FOR GEOTECHNICAL SERVICES, AND AMENEMNENT TO STANTEC AGREEMENT FOR THE SLAUSON AVENUE AND ATLANTIC BOULEVARD CONGESTION RELIEF AND HSIP CYCLE 11 FUNDED TRAFFIC SIGNAL IMPROVEMENTS AT VARIOUS LOCATIONS PROJECT

X. DISCUSSION/ACTION ITEMS

16. CONSIDERATION OF RESOLUTION NO. 6420 ESTABLISHING AN APPROPRIATION LIMIT PURSUANT TO ARTICLE XIIIB OF THE CALIFORNIA CONSTITUTION FOR FISCAL YEAR 2025-2026 FOR THE CITY OF MAYWOOD

Finance Director Hanson presented a report on Resolution No. 6420 establishing the FY 2025-26 appropriation limit. Motion to approve by Council Member Eddie De La Riva, seconded by Mayor Aguiluz. Motion passed by the following vote: Ayes: Mayor Aguiluz, Mayor Pro Tem Marquez, Council Members De La Riva and Flores. Absent: Council Member Garcia.

17. CONSIDERATION OF APPROVING RESOLUTION NO. 6421 OF THE MAYWOOD ADA SELF-EVALUATION AND TRANSITION PLAN

City Manager Vasquez presented a report on Resolution No. 6421 adopting the City's ADA Self-Evaluation and Transition Plan. A presentation was provided by Bureau Veritas. Motion to approve by Mayor Pro Tem Heber Marquez, seconded by Mayor Aguiluz. Motion passed by the following vote: Ayes: Mayor Aguiluz, Mayor Pro Tem Marquez, Council Members De La Riva and Flores. Absent: Council Member Garcia.

18. CONSIDERATION OF APPROVING RESOLUTION NO. 6422, FIXING THE AMOUNT OF REVENUE FROM A PROPERTY TAX LEVY APPROVED BY THE VOTERS OF THE CITY OF MAYWOOD FOR THE PUBLIC EMPLOYEES RETIREMENT SYSTEM (PERS) AT THE SAME RATE OF SUCH TAXES AS LAST YEAR AND LEVYING SUCH TAXES FOR THE FISCAL YEAR BEGINNING JULY 1, 2025

City Manager Vasquez presented a report on Resolution No. 6422 fixing the property tax levy for CalPERS retirement costs at the same rate as the prior year. Motion to approve by Council Member Eddie De La Riva, seconded by Mayor Aguiluz. Motion passed by the following vote: Ayes: Mayor Aguiluz, Mayor Pro Tem Marquez, Council Members De La Riva and Flores. Absent:

Council Member Garcia.

19. CONSIDERATION TO AUTHORIZE THE INCLUSION OF THE CALIFORNIA ASSET MANAGEMENT PROGRAM (CAMP) IN THE CITY OF MAYWOOD'S ANNUAL INVESTMENT POLICY AND ADOPTION OF RESOLUTION NO. 6423 APPROVING THE UPDATED INVESTMENT POLICY

Finance Director Hanson presented a report on Resolution No. 6423 approving the updated Investment Policy and authorizing the inclusion of the California Asset Management Program (CAMP) as an investment option. A presentation was provided by CAMP representative Kyle Tanaka. Motion to approve by Mayor Pro Tem Heber Marquez, seconded by Council Member Flores. Motion passed by the following vote: Ayes: Mayor Aguiluz, Mayor Pro Tem Marquez, Council Members De La Riva and Flores. Absent: Council Member Garcia.

20. APPROVAL OF THE RELEASE OF THE DRAFT LOCAL HAZARD MITIGATION PLAN (LHMP) FOR PUBLIC REVIEW

Stantec representative Priya Satish presented a report recommending the release of the Draft Local Hazard Mitigation Plan (LHMP) for a 21-day public review period. The City Council received and filed the report and authorized the release of the draft plan for public review. No formal motion was required.

XI. PUBLIC PARTICIPATION (Non-Agenda Items; Time allotted: 3 minutes)

Speakers wishing to address the City Council on a non- agenda item you may use the instructions provided in section **III. MEETING PROCEDURES** beginning on page 1 of this agenda.

The following individuals participated in public comments:

1. Marlene Vega
2. David Perez
3. Ruben Guardado

XII. ADJOURNMENT - The next Regular Meeting of the Maywood City Council is July 30, 2025, at 6:00 p.m. in the City Council Chambers.

Attest by: _____
Deputy City Clerk, Miguel Leon

Approved by: _____
Mayor, Mayra Aguiluz

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 2.

DATE: July 30, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: RIMO HANSON, FINANCE DIRECTOR

SUBJECT: MONTHLY CASH AND INVESTMENT REPORT JUNE 2025

RECOMMENDATION:

Staff recommends that the City Council receive and file the attached cash and investment report for June 2025.

BACKGROUND:

In accordance with the City of Maywood's Adopted Investment Policy and to provide information to the City Council, the City's Finance Department prepares a Monthly Cash and Investment Report for the City Council's review.

DISCUSSION:

The cash and investment balances are across all funds of the City. The purpose of this report is to show the cash and investment balances at the end of the month. The investments are in compliance with California State code 503600 and the City of Maywood Investment Policy.

The City maintains cash in a General Account, Investments in the Local Agency Investment Fund (LAIF), investments in the California Employers' Retiree Benefit Trust (CERBT), a Section 115 trust fund dedicated to prefunding other Post-Employment Benefits (OPEB), and investments in the California Employers' Pension Prefunding Trust (CEPPT). The attached report shows the cash and investments balances as of June 30, 2025.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

There is no fiscal impact involved with approving this report.

ATTACHMENT(S)

1. Cash & Investment-June 2025

City of Maywood, California
Cash and Investments Report
As of June 30, 2025

Description	Type	Ending Balance as of 6/30/2025
A - Non-Investment Cash Accounts		
US Bank - Corporate Checking	Cash	\$ 5,798,925.22
Total Cash Accounts		<u>\$ 5,798,925.22</u>
B - Investment Accounts		
Local Agency Investment Fund (LAIF)	Pooled Money Investment Account (PMIA)	\$ 16,359,954.86
California Public Employees' Retirement System (CalPERS) California Employers' Retiree Benefit Trust (CERBT)	Title 26 - U.S.C. 115 - Income of States, Municipalities, etc., Trusts	\$ 1,163,860.14
California Public Employees' Retirement System (CalPERS) California Employers' Pension Prefunding Trust (CEPPT)	Title 26 - U.S.C. 115 - Income of States, Municipalities, etc., Trusts	\$ 1,075,483.69
Total Investment Accounts		<u>\$ 18,599,298.69</u>
Total Cash and Investments		<u>\$ 24,398,223.91</u>

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 3.

DATE: July 30, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: RIMO HANSON, FINANCE DIRECTOR

SUBJECT: REVENUE REPORT JUNE 2025

RECOMMENDATION:

Staff recommends that the City Council receive and file the Revenue Report for the months of July 2024–June 2025.

BACKGROUND:

In an effort to maintain transparency, the City's Finance Department prepares a monthly Revenue Report for the City Council's review.

DISCUSSION:

General Fund revenues are not received evenly throughout the fiscal year. During the first half of the fiscal year, there is always an issue of timing difference whereby cash receipts do not align with the projected budget forecast, but during the second half of the year the cash receipts gradually begin to align with the projected budget. See attachment 1 and 2 for revenue details comparison between July 2023-June 2024 and July 2024-June 2025 and explanations in the "**Comments**" column.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

There is no fiscal impact with this action.

ATTACHMENT(S)

1. July 2024 - June 2025 City of Maywood FY 2024-2025 General Fund
2. July 2024 - June 2025 City of Maywood FY 2024-2025 Special Revenue Fund

Year-To-Date Revenue Report-General Fund

FY 2024-2025

As of June 30, 2025

Acct #	Account Description	Adopted Budget FY 2024-25	July 2023 - June 2024	July 2024 - June 2025	Variance	% YTD Revenue Received to Adopted Budget	Comments
		A	B	C	=(C-B)	=(C/A)	
Taxes:							
Various	Property Taxes	\$ 814,022	\$ 770,311	\$ 828,347	\$ 58,036	101.76%	Major payments receive in December and March. Variance is due to normal increases and higher property tax valuations.
4203/ 4302	Franchise & Collectors Fee	570,000	526,749	507,022	(19,727)	88.95%	Received Quarterly.
4211	Utility Users Tax	1,400,000	1,331,284	1,429,431	98,147	102.10%	Received in the following month. Variance is based on normal annual increases and usage by the consumers.
4206	Property Transfer Tax	16,000	14,018	24,381	10,363	152.38%	Based on activities.
4202	Transient Occupancy Tax (TOT)	105,000	78,642	74,224	(4,418)	70.69%	Received Quarterly.
4212	Cannabis Sales Tax	1,750,000	1,248,496	966,256	(282,240)	55.21%	Received Quarterly. The variance is due to some quarterly tax payments were received late and there are some installment payments catching up.
4201	Sales and Use Tax (Retail Sales Tax)	2,335,201	1,985,778	1,724,932	(260,846)	73.87%	Received in the following month. Overall, Sales and Use Tax is lower than prior year. Bases on the analyst from HDL, City's Sales Tax consultant, the decrease in Sales and Use Tax is happening statewide. Sales and Use Tax for the City is expected to decrease by \$178,901 in FY 24-25.
Taxes Total		6,176,201	5,955,278	5,554,593	(458,721)	89.94%	
Licenses & Permits:							
4301	Compliance Program Fee	45,000	45,000	47,813	2,813	106.25%	Payment is generally received in March.
Various	Plumbing, Electrical & Conditional/Land Used Permits	13,600	15,157	17,270	2,113	126.99%	Permits fluctuate based on activities.
4305	Public Works Permit Fees	150,000	114,605	192,365	77,760	128.24%	Fees fluctuate based on activities. Higher activities in the current year.
Various	Other Fees & Permits	24,154	28,334	28,503	169	118.01%	Fees fluctuate based on activities.
4320	Occupancy Permits	600	1,195	1,166	(29)	194.33%	Fees fluctuate based on activities.
4313	Building Permits	50,000	58,930	102,437	43,507	204.87%	Fees fluctuate based on activities. Higher activities in the current year.

Year-To-Date Revenue Report-General Fund

FY 2024-2025

As of June 30, 2025

Acct #	Account Description	Adopted Budget FY 2024-25	July 2023 - June 2024	July 2024 - June 2025	Variance	% YTD Revenue Received to Adopted Budget	Comments
		A	B	C	=(C-B)	=(C/A)	
4751	Rental Registry Program Fees	-	-	64,249	64,249	0.00%	This is the first year of collection. The City started collecting the fees in January 2025.
4307	Commercial Cannabis Renewal Fees	74,250	74,250	74,250	-	100.00%	Five business licenses: one due in December and four due in April.
4322	Parking Permits	63,000	61,755	60,752	(1,003)	96.43%	Parking Permits issued during Sept.
4311	Apartment License	20,000	20,403	24,808	4,405	124.04%	Majority of payments are received in January-March. Variance is due to timing difference of the receipts.
4205	Business License Tax	240,000	254,532	277,185	22,653	115.49%	Majority of payments are received in January-March. More business licenses issued than prior year.
4110	Vehicle License Fees Excess	31,000	31,047	39,619	8,572	127.80%	State Allocation.
4107	Motor Vehicle License Fee (VLF) in lieu	3,639,513	3,540,038	3,667,577	127,539	100.77%	City receives two payments per year: January and May. The increase is due to higher activities, normal increases and new vehicle registrations increased by 4.8% statewide in fourth quarter 2024.
Licenses and Permits Total		4,351,117	4,245,246	4,597,994	352,748	105.67%	
Charges for Services:							
4701	Waste Management Assessment	-	-	748	-	-	
4704	Plan Check Fees	58,000	78,975	61,796	(17,179)	106.54%	Fees fluctuate based on activities.
4702	Rents & Concessions	23,800	23,815	24,417	602	102.59%	Monthly payments. Variance is due to prior year City received March payment in February 2024.
Charges for Services Total		81,800	102,790	86,961	(16,577)	106.31%	
Fines and Forfeitures:							
4401	Penalties: Apartment & Business Lic	9,000	16,895	19,610	2,715	217.89%	Penalties generally occur after February. Variance fluctuates based on the number of penalties.
4404	Southeast Municipal Court (SEMC)/ Court Collections	220,000	255,024	207,768	(47,256)	94.44%	Monthly Payments from the Los Angeles County. Amount received fluctuates.
4403	Citations: Administrative	5,000	3,100	5,700	2,600	114.00%	Code Enforcement Citations fluctuate based on activities.
4402	Citations: Parking	412,000	401,223	392,207	(9,016)	95.20%	are received two months after the citations are paid to third party.

Year-To-Date Revenue Report-General Fund

FY 2024-2025

As of June 30, 2025

Acct #	Account Description	Adopted Budget FY 2024-25	July 2023 - June 2024	July 2024 - June 2025	Variance	% YTD Revenue Received to Adopted Budget	Comments
		A	B	C	=(C-B)	=(C/A)	
Fines and Forfeitures Total							
		646,000	676,242	625,285	(50,957)	96.79%	
Leases and Concessions:							
4501	Leased Property Rental Income	61,400	59,005	59,888	883	97.54%	Payments received monthly.
Leases and Concessions Total		61,400	59,005	59,888	883	97.54%	
Miscellaneous:							
4817	Good Corporate Citizen Program	20,000	20,000	20,938.00	938	104.69%	Payment is generally received in March.
4803	Interest Income	475,000	370,570	460,237	89,667	96.89%	This account mainly included City's LAIF investment earned quarterly and other miscellaneous interest earning. The increase is primarily due to investment earning in current year is higher at (4.62%-4.71%) compared to prior year ranging from 3.59% to a low 4%-4.55% at year end.
4809	Miscellaneous Revenue	10,000	16,418	10,656	(5,762)	106.56%	Amount received varies from year to year.
4814	Refunds & Overpayments-Reimb	10,000	94,214	60,110	(34,104)	601.10%	Amount received varies from year to year.
4816	Rebates & Insurance Claims Pymts	400	671	2,047	1,376	511.75%	Amount received varies from year to year.
4819	Donations	50,000	48,979	81,102	32,123	162.20%	Donations for centennial celebration.
Various	County/State/Federal Grants	-	153,403	1,259	(152,144)	0.00%	Reimbursement based on actual expenditures.
4850	Parks & Rec Revenues	2,500	2,066	4,130	2,064	165.20%	Baseball field rental for March-May. Fees collection at the end of May.
4800	Transfer In -General	495,705	-	2,559,621	2,559,621	516.36%	The variance is due to one time transfer to General Fund from the Local Fiscal Recovery Fund, 273 (ARPA) to comply with Treasury regulation.
Miscellaneous Revenue Total		1,063,605	706,321	3,200,100	2,493,779	300.87%	
Pension/Retirement Fund:							
4830	Retiree Pension Levy	1,300,000	1,348,113	1,384,078	35,965	106.47%	Majority of payments are received in January & June.
Retiree Pension Levy Total		1,300,000	1,348,113	1,384,078	35,965	106.47%	
General Fund Revenue Total		\$ 13,680,123	\$ 13,092,995	\$15,508,899	\$ 2,357,120	113.37%	

Year-To-Date Revenue Report-Special Revenue Funds
FY 2024-2025
As of June 30, 2025

Fund #	Fund Description	Adopted Budget FY 2024-25	July 2023 - June 2024	July 2024 - June 2025	Variance	% YTD Revenue Received to Adopted Budget	Comments
		A	B	C	=(C-B)	=(A/C)	
212	Gas Tax Fund	\$ 721,127	\$ 646,460	\$ 667,823	\$ 21,363	92.61%	Received monthly. Variance is due to normal increases annually.
214	Transportation Development Act (TDA) Bikeway	25,213	-	-	-	0.00%	Reimbursement based on actual expenditures.
216	SB-1 Road Maintenance Rehabilitation Act Fund	643,264	535,592	564,882	29,290	87.81%	Received monthly.
221	Proposition A Transit Fund	690,396	658,205	644,265	(13,940)	93.32%	Received monthly.
222	Proposition C Transit Fund	582,762	515,788	547,563	31,775	93.96%	Received monthly.
223	Air Quality Management District (AQMD) Fund	35,300	25,096	24,483	(613)	69.36%	Received quarterly.
224	Measure R Transit Fund	429,999	393,028	419,781	26,753	97.62%	Received monthly.
225	Measure M Transit Fund	498,766	441,187	472,586	31,399	94.75%	Received monthly.
232	Supplemental Law Enforcement Services Fund (SLESF) Grant	100,000	186,159	194,663	8,504	194.66%	Received monthly.
243	Community Development Block Grant (CDBG)	625,365	318,311	316,775	(1,536)	50.65%	Reimbursement based on actual expenditures.
251	Street Lighting Fund	174,520	195,707	197,970	2,263	113.44%	Payments start in November.
261	Federal / State / County Grants	18,732,814	851,412	1,809,311	957,899	9.66%	Reimbursement based on actual expenditures.
272	Measure A Park Fund	784,903	48,503	-	(48,503)	0.00%	Reimbursement based on actual expenditures.
280	Measure W Safe Clean Water Program Fund	198,061	174,728	-	(174,728)	0.00%	Payment received normally by December. Staff is monitoring.
412	Sewer Enterprise Fund	326,000	366,887	365,405	(1,482)	112.09%	Payment starts in November.
501	PLHA Fund (Permanent Local Housing Allocation)	655,794	-	567,987	567,987	86.61%	Reimbursement based on actual expenditures.
611	Redevelopment Successor Agency Fund	-	1,244,785	1,303,697	58,912	0.00%	
Special Revenue Funds Total		\$ 25,224,284	\$ 6,601,847	\$ 8,097,191	\$ 1,436,431	32.10%	

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 4.

DATE: July 30, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: RIMO HANSON, FINANCE DIRECTOR

SUBJECT: CONSIDERATION OF ADOPTING RESOLUTION NO. 6425 OF THE CITY COUNCIL OF THE CITY OF MAYWOOD AND SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY REDEVELOPMENT AGENCY APPROVING THE WARRANTS FOR PAYMENT

RECOMMENDATION:

Staff recommends that the City Council receive, approve, and file the warrant ACH registers and payroll wire transfers dated 6/3/2025 through 7/17/2025 and adopt Resolution NO. 6425 approving the Warrants for Payment.

BACKGROUND:

Staff provides warrant registers and wire transfers to City Council as part of Management Controls. The City utilizes resolutions for approving warrants for payment to comply with Section 3-2.06 of the Municipal Code regarding Warrants for Payments. Exhibit A entitled Summary of Warrants and Wire Transfers/ Automated Clearing House (ACH) Transactions serves as a Management Control for complying with Section 3-2.06. Exhibit B entitled Detail of Warrants serves as evidence of Internal Controls utilized by City Finance staff that support these Management Controls for payments made by the City. These controls are carried out through the submission of all required documents supporting the invoices submitted for payment. Prior to payment, the Finance staff reviews all disbursement documents to ensure that they meet the approval requirements and adequate support documentation.

DISCUSSION:

A - PAYMENT APPROVAL - Pursuant to paragraph 37202 of the California Government Code, demands (called Warrant Demand) against the City for payment shall be audited and thereafter submitted to the City Council for approval or rejection prior to payment, either separately or in a register of audited demands and shall have attached thereto affirmation of the City Treasurer and City Finance Director certifying the accuracy of the demands and the availability of funds for payment. This is accomplished using:

A1 - Warrants Registers or checks certified or approved by the City Treasurer and Finance Director as conforming to authorized expenditures set forth in the City Council's adopted City Budget.

A1.1 Prepayment - pre-paying allows the City to take advantage of allowable prompt payment discounts and make payments on due dates of invoices. This involves the issuance of checks prior to final warrant approval. Automated Clearing House (ACH) transactions are made using a network that electronically moves money between the City's bank accounts to a payee's bank account. This is reflected in the Summary Warrants for

Payment and Wire Transfers/ACH Transactions as Accounts Payable prepaid warrants for payment. Wire Transfer is a method of electronic funds transfer from the City of Maywood to one person or organization (payrolls and fees for electronic transfers).

A1.2 Regular Payment- To avoid late fees for payments made beyond due dates of invoices, checks are prepared prior to final warrant approval by the City Council. This is reflected in the Summary Warrants for Payment and Wire Transfers/Ach Transactions as Accounts Payable regular warrants for payment. After City Council approval, the checks are signed and distributed.

B - DOCUMENTATION - The City uses a Management Control by producing a summary document (Exhibit A-Summary Warrants for Payment and Wire Transfers/ACH transactions) that represents the cash disbursements required and the City uses an Internal Control by producing a detailed document (Exhibit B-Detail Warrants for Payment) that details information about each check issued for Prepaid and or to-be-paid for Regular Payments. These "disbursements" are accounted for in the FY 2024-25 budget.

B1- SUMMARY WARRANTS FOR PAYMENT and WIRE TRANSFERS/ACH TRANSACTIONS provide an accounting of the Accounts Payable Registers, wire transfers (method of electronic funds transfer from the City of Maywood to one person or organization), and Automated Clearing House (ACH) transactions.

B2 - DETAIL WARRANTS FOR PAYMENTS provides the detailed information of approved payments made to the City's vendors and contractors by check number, identification of prepaid, date of warrant, vendor name, check amount, transaction description, and fund source. Wire transfers also enable the City to send electronic funds to the bank accounts of the City's vendors and contractors. The warrant registers, wire transfers, and net payrolls reflect the financial obligations of the City for the above-referenced dates.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

The total disbursements for Warrant Registers are \$3,608,403.99 for the period from 6/3/2025 to 7/17/2025. This amount consists of Warrant Registers of \$3,077,805.61, ACH registers of \$338,274.66 and Payroll Wire Transfers of \$192,323.72.

ATTACHMENT(S)

1. Resolution No.6425 Approving the Warrants for Register 7.30.25
2. Exhibit A Summary Warrant Demand 7.30.25
3. Exhibit B Warrant Register Detail 7.30.2025

RESOLUTION NO. 6425

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MAYWOOD, CALIFORNIA, AND SUCCESSOR AGENCY TO
THE MAYWOOD COMMUNITY REDEVELOPMENT AGENCY
APPROVING THE WARRANTS FOR PAYMENT**

WHEREAS, the following listed demands have been reviewed by the Director of Finance,
and

WHEREAS , the Director of Finance has certified to the accuracy and availability of funds
for payment thereof, and

WHEREAS, the register of audited demands is hereby submitted to the City Council of
the City of Maywood and Successor Agency to the Maywood Community Redevelopment
Agency for approval.

NOW, THEREFORE, BE IT RESOLVED, that the listed Warrants and Wire
Transfers/Automated Clearing House (ACH) Transactions for \$3,608,403.99 are hereby
ratified:

- Exhibit A – Summary of Warrants and Wire Transfers/ACH Transactions
- Exhibit B – Detail of Warrants

PASSED, APPROVED AND ADOPTED THIS 30th day of July 2025.

Mayra Aguiluz, Mayor

ATTEST:

APPROVED AS TO FORM:

Miguel Leon, Deputy City Clerk

Roxanne Diaz, City Attorney

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF MAYWOOD

I, Miguel Leon, Deputy City Clerk of the City of Maywood, County of Los Angeles, State of California, do hereby certify that the foregoing Resolution, being Resolution No.6425, was duly passed, approved by not less than three members of the City Council of the City of Maywood, signed by the Mayor of said City, and attested by the Deputy City Clerk, all at a regular meeting of the City Council held on the 30th day of July, 2025, that it was duly posted and that the same was passed and adopted by the following vote, to wit:

AYES:

NAYES:

ABSENT:

ABSTAINED:

Miguel Leon, Deputy City Clerk

City of Maywood
Summary Warrants for Payment and Wire Transfers/ACH Transactions
Council Meeting Date
Wednesday, July 30, 2025

Accounts Payable		Amount
Accounts Payable void warrants for payment: 093528 & 093568	\$	(1,467.83)
Accounts Payable prepaid warrants for payment: Checks No. 093441 - 093614		3,079,273.44
Accounts Payable regular warrants for payment: ACH No. 352 - 380		338,274.66
Sub-total	\$	3,416,080.27
Payroll /Wire Transfer		
06/19/25 Payroll Pay Period 6/1/2025 - 6/14/2025	\$	63,902.93
07/03/25 Payroll Pay Period 6/15/2025 - 6/28/2025		67,749.69
07/17/25 Payroll Pay Period 6/29/2025 - 7/12/2025		60,671.10
Sub-total	\$	192,323.72
Total Demands	\$	<u>3,608,403.99</u>

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
093441	P	6/3/2025	World Private Security Inc.	13,484.80	Crossing Guard Svcs Apr 2025	Gas Tax Fund	212
093442	P	6/6/2025	Moshe Mike Israel Hasson	640.00	Family Fun Night Balloon Artist	General Fund	100
093443	P	6/6/2025	AFSCME District Council 36	618.98	Union Dues - April 2025	General Fund	100
093444	P	6/6/2025	Amazon Capital Services	70.61	CH-Various Supplies 5/20/25	General Fund	100
		6/6/2025	Amazon Capital Services	1,930.40	CS Dept- Nimitz Middle Sch Supplies 5/22/25	General Fund	100
		6/6/2025	Amazon Capital Services	67.24	CS Dept- Rec on the Go Supplies 5/22/25	General Fund	100
		6/6/2025	Amazon Capital Services	39.39	HR Dept- Various Supplies 5/9/25	General Fund	100
		6/6/2025	Amazon Capital Services	53.10	HR Dept-Various Supplies 5/14/25	General Fund	100
093445	P	6/6/2025	Base Hill Inc.	6,172.97	CH Janitorial Svcs May 2025	General Fund	100
093446	P	6/6/2025	Bordin Semmer LLP	4,239.09	Legal Svcs May 2024- Jun 2024	General Fund	100
		6/6/2025	Bordin Semmer LLP	3,325.00	Legal Svcs Oct 2024- Jan 2025	General Fund	100
		6/6/2025	Bordin Semmer LLP	3,671.82	Legal Svcs Apr 2024- May 2024	General Fund	100
		6/6/2025	Bordin Semmer LLP	350.00	Legal Svcs Aug 2024-Sept 2024	General Fund	100
		6/6/2025	Bordin Semmer LLP	2,732.85	Legal Svcs Feb 2025	General Fund	100
		6/6/2025	Bordin Semmer LLP	875.00	Legal Svcs Jul 2024	General Fund	100
		6/6/2025	Bordin Semmer LLP	1,610.10	Legal Svcs Nov2024-Apr2025	General Fund	100
093447	P	6/6/2025	BPR Consulting Group LLC	17,177.96	Professional Svcs Apr 2025	General Fund	100
		6/6/2025	BPR Consulting Group LLC	16,466.30	Professional Svcs Feb 2025	General Fund	100
093448	P	6/6/2025	Brinks Inc.	327.05	Armored Truck Svcs June 2025	General Fund	100
		6/6/2025	Brinks Inc.	149.66	Cash Handling Svcs May 2025	General Fund	100
093449	P	6/6/2025	Arturo Sanchez dba Calmex Graphics	297.67	City Clerk - Plate 12/23/24	General Fund	100
093450	P	6/6/2025	Occupational Health Centers of CA	118.00	Pre-Employment Physical 3/2/25	General Fund	100
093451	P	6/6/2025	CONTROLLER:STATE OF CALIFORNIA	651.03	State Controller's 2024 Offsets Program	General Fund	100
093452	P	6/6/2025	Crosstown Electrical & Data Inc.	302.00	Slauson Ave & Maywood Ave 4/4/25	General Fund	100
		6/6/2025	Crosstown Electrical & Data Inc.	327.24	3614 58th 4/3/25	Gas Tax Fund	212
		6/6/2025	Crosstown Electrical & Data Inc.	362.58	Atlantic Blvd & 58th St 4/22/25	Gas Tax Fund	212
		6/6/2025	Crosstown Electrical & Data Inc.	454.45	Atlantic Blvd & 60th St 4/23/25	Gas Tax Fund	212
		6/6/2025	Crosstown Electrical & Data Inc.	182.67	Atlantic Blvd & Fishburn Ave 4/11/25	Gas Tax Fund	212
		6/6/2025	Crosstown Electrical & Data Inc.	461.03	Slauson Ave & Carmelita Ave 4/21/25	Gas Tax Fund	212
		6/6/2025	Crosstown Electrical & Data Inc.	729.87	4/21/25	Gas Tax Fund	212
		6/6/2025	Crosstown Electrical & Data Inc.	528.50	Slauson Ave & Pine to Everett 4/8/25	Gas Tax Fund	212
		6/6/2025	Crosstown Electrical & Data Inc.	421.90	Slauson Ave & Randolph St 4/10/25	Gas Tax Fund	212
		6/6/2025	Crosstown Electrical & Data Inc.	1,420.84	City's Street Preventive Maintenance Apr 2025	Street Lighting Fund	251
093453	P	6/6/2025	Daisy Guerrero	588.65	Mileage Reimb Conference 5/1/25-5/18/25	General Fund	100

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
093454	P	6/6/2025	DocuSign, Inc.	2,760.00	Electronic Sign. Software 4/15/25-4/26/26	General Fund	100
093455	P	6/6/2025	Graffiti Protective Coatings Inc.	6,099.60	Citywide Graffiti Removal Apr 2025	General Fund	100
		6/6/2025	Graffiti Protective Coatings Inc.	11,900.40	Citywide Graffiti Removal Apr 2025	Gas Tax Fund	212
093456	P	6/6/2025	HdL Software LLC	2,773.07	Business License Processing Svcs Apr 2025	General Fund	100
093457	P	6/6/2025	Hinderliter de Llamas & Assoc.	7,500.00	Cannabis Management Prog Jan 2025	General Fund	100
093458	P	6/6/2025	HM Security Inc.	470.00	CH- Alarm System Svcs 5/29/25	General Fund	100
093459	P	6/6/2025	Irene C Villapania	880.00	Family Fun Night Face Painting Final Payment	General Fund	100
093460	P	6/6/2025	JMG Security System	377.50	CH Access Control Cards 4/30/25	General Fund	100
		6/6/2025	JMG Security System	261.00	CY-Burglar Alarm Monitoring Jul-Sept 2025	General Fund	100
093461	P	6/6/2025	Gregory Kiley dba Kiley & Associates LLC	3,900.00	Federal Legislative Advocacy Svcs 4/15/25-5/14/25	General Fund	100
093462	P	6/6/2025	Regional TAP Service Center	921.60	Metro TAP Cards May 2025	Prop C Fund	222
093463	P	6/6/2025	Maywood Car Wash	315.03	City Vehicles Fuel & Car Wash Apr 2025	General Fund	100
		6/6/2025	Maywood Car Wash	124.19	City Vehicles Fuel & Car Wash Mar 2025	General Fund	100
093464	P	6/6/2025	Susan Contreras dba Municipal Waste Solutions	285.00	MWS Solid Waste Consulting Apr 2025	General Fund	100
		6/6/2025	Susan Contreras dba Municipal Waste Solutions	9,357.10	MWS Solid Waste Consulting Apr 2025	Grant Fund	261
093465	P	6/6/2025	Olivarez Madruga Law Organization, LLP	6,600.00	Legal & Professional Svcs Apr 2025	General Fund	100
093466	P	6/6/2025	Perez Plumbing	175.00	PW Dept-Building Maint 4/25/25	General Fund	100
		6/6/2025	Perez Plumbing	350.00	PW Dept-Building Repair Svcs 4/25/25	General Fund	100
093467	P	6/6/2025	Phoenix Group Information Systems	5,778.29	Citations Processing Fees Apr 2025	General Fund	100
		6/6/2025	Phoenix Group Information Systems	1,525.28	Parking Permit Processing Fees Apr 2025	General Fund	100
093468	P	6/6/2025	QDoxs	149.01	Copier Base Charge Jun 2025	General Fund	100
093469	P	6/6/2025	Revueltas Landscape Inc	4,500.00	Dodger Dream Field Maint Svcs Apr 2025	General Fund	100
093470	P	6/6/2025	Roadline Products Inc.	1,791.73	PW Dept- Various Supplies 5/22/25	Gas Tax Fund	212
093471	P	6/6/2025	SHERIFF'S DEPT COUNTY OF LOS ANGELES	490,860.55	Municipal Law Enforcement Svcs Apr 2025	General Fund	100
093472	P	6/6/2025	Stantec Planning & Landscape Architecture	6,435.75	Local Hazardous Mitigation Plan Mar-Apr 2025	Grant Fund	261

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
093473	P	6/6/2025	Staples Business Advantage	40.60	Fin Dept- EarPods Remote & Mic 5/31/25	General Fund	100
		6/6/2025	Staples Business Advantage	93.75	Various Office Supplies 5/24/25	General Fund	100
093474	P	6/6/2025	Transtech Engineers Inc	24,426.50	General City Engineering Svcs Mar 2025	General Fund	100
		6/6/2025	Transtech Engineers Inc	10,277.50	General City Engineering Svcs Mar 2025	Gas Tax Fund	212
		6/6/2025	Transtech Engineers Inc	1,784.00	CIP Management Svcs Mar 2025	Measure R Fund	224
		6/6/2025	Transtech Engineers Inc	4,761.00	CIP Management Svcs Mar 2025	CDBG	243
		6/6/2025	Transtech Engineers Inc	12,275.50	CIP Management Svcs Mar 2025	Grant Fund	261
		6/6/2025	Transtech Engineers Inc	5,043.00	CIP Management Svcs Mar 2025	Local Fiscal Recovery Fund	273
		6/6/2025	Transtech Engineers Inc	3,368.25	CIP Management Svcs Mar 2025	Sewer Enterprise Fund	412
		6/6/2025	Transtech Engineers Inc	855.00	General City Engineering Svcs Mar 2025	Sewer Enterprise Fund	412
093475	P	6/6/2025	U.S. Bank Corporate Payment System	3,392.56	Cred Crd- 5/15/25 stmt	General Fund	100
093476	P	6/6/2025	UniFirst Corporation	81.40	Building Mat Svcs 3/14/25	General Fund	100
		6/6/2025	UniFirst Corporation	85.74	Building Mat Svcs 3/7/25	General Fund	100
		6/6/2025	UniFirst Corporation	81.40	Building Mat Svcs 4/25/25	General Fund	100
		6/6/2025	UniFirst Corporation	83.91	Building Mat Svcs 5/2/25	General Fund	100
		6/6/2025	UniFirst Corporation	81.40	Building Mat Svcs 5/23/25	General Fund	100
		6/6/2025	UniFirst Corporation	81.40	Building Mat Svcs 5/30/25	General Fund	100
		6/6/2025	UniFirst Corporation	81.40	Building Mat Svcs 5/9/25	General Fund	100
093477	P	6/6/2025	Vernon City of	33.30	Slauson/Downey 03/17/25-04/15/25	General Fund	100
093478	P	6/12/2025	4imprint, Inc.	426.59	CS Dept- Notebook Set 6/3/25	General Fund	100
093479	P	6/12/2025	T-MOBILE	583.75	Cell Phone Svcs 4/21/25-5/20/25	General Fund	100
093480	P	6/18/2025	Amazon Capital Services	46.16	CH-Various Supplies 6/4/25	General Fund	100
		6/18/2025	Amazon Capital Services	373.04	CS Dept- Canopy Tent 5/21/25	General Fund	100
		6/18/2025	Amazon Capital Services	39.96	PW Dept- Construction Sign 5/15/25	General Fund	100
		6/18/2025	Amazon Capital Services	7.67	PW Dept- Reflective Tape 5/15/25	General Fund	100
		6/18/2025	Amazon Capital Services	69.55	PW Dept- Various Supplies 5/12/25	General Fund	100
093481	P	6/18/2025	Modern IT, Inc. dba Advanced Microcomputing Concepts, Inc.	2,256.80	IT Software Subscriptions Jun 2025	General Fund	100
		6/18/2025	Modern IT, Inc. dba Advanced Microcomputing Concepts, Inc.	3,630.00	IT Svcs Jun 2025	General Fund	100
093482	P	6/18/2025	AT&T	31.77	Emergency Elevator Phone Svcs May 2025	General Fund	100
093483	P	6/18/2025	Belinda Murillo	50.00	Youth Commissioner Stipend 5/14/25	General Fund	100
093484	P	6/18/2025	Bureau Veritas Technical Assessments LLC	7,152.68	ADA Self Evaluation and Transition Plan May 2025	Local Fiscal Recovery Fund	273

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
093485	P	6/18/2025	C J Concrete Construction, Inc.	68,992.80	Sidewalk Rehabilitation Apr 2025	CDBG	243
093486	P	6/18/2025	California Consulting Inc.	3,725.00	Grant Writing Svcs Jun 2025	General Fund	100
093487	P	6/18/2025	Cat Specialties Inc.	184.40	CS Dept-Shirts 5/22/25	General Fund	100
093488	P	6/18/2025	Celestial Air Conditioning Co. Inc.	595.49	PW Dept - Building Maint - 5/28/25	General Fund	100
093489	P	6/18/2025	Charter Communications Holdings, LLC	651.01	2025	General Fund	100
		6/18/2025	Charter Communications Holdings, LLC	325.00	CY Internet and Phone Svcs Jun 2025	General Fund	100
093490	P	6/18/2025	CoreLogic Solutions LLC.	150.00	Property Finder Svcs May 2025	General Fund	100
093491	P	6/18/2025	County of L.A. Dept. of Animal Control	18,013.78	Animal Control for Apr 2025	General Fund	100
093492	P	6/18/2025	Crosstown Electrical & Data Inc.	368.98	Maywood Ave 1/16/25	Gas Tax Fund	212
093493	P	6/18/2025	Daily Journal Corporation	220.00	Notice Hearing CIP Budgets 6/5/25	General Fund	100
		6/18/2025	Daily Journal Corporation	310.00	Notice Hearing Street Lighting Assessment 6/5/25	General Fund	100
		6/18/2025	Daily Journal Corporation	330.00	Public Hearing Notice Planning Commission 6/5/25	General Fund	100
		6/18/2025	Daily Journal Corporation	580.00	Notice Inviting Bids-Slauson/Atlantic Congestions 5/8/25	Grant Fund	261
093494	P	6/18/2025	Diana Cho & Associates	2,024.00	CDBG Code Enforcement Consulting Apr 2025	CDBG	243
		6/18/2025	Diana Cho & Associates	220.00	Consulting Svcs Park Impv Proj FY24-25 Apr 2025	CDBG	243
093495	P	6/18/2025	Eliud James Gonzalez	50.00	Youth Commissioner Stipend 5/14/25	General Fund	100
093496	P	6/18/2025	Environmental Science Associates	1,412.70	Climate Action Adaptation Resilience Plan Svcs Apr 2025	Grant Fund	261
		6/18/2025	Environmental Science Associates	11,155.93	Climate Action Adaptation Resilience Plan Svcs Feb 2025	Grant Fund	261
093497	P	6/18/2025	GWMA	560.89	Admin & Cost Sharing Harbor Toxic Upstream FY23-24	Measure W Fund	280
		6/18/2025	GWMA	563.32	Admin & Cost Sharing Harbor Toxic Upstream FY24-25	Measure W Fund	280
		6/18/2025	GWMA	27,229.12	Los Angeles River Upper Reach 2 FY24-25	Measure W Fund	280
093498	P	6/18/2025	George Hills Company	1,290.60	City Claims/Adjuster May 2025	General Fund	100
093499	P	6/18/2025	Innovative Fence Inc.	314.90	Fence Rental Svcs -5110 District Blvd 5/9/25-6/9/25	General Fund	100
		6/18/2025	Innovative Fence Inc.	91.30	Fence Rental Svcs- 5102 Cudahy Ave 5/1/25-6/1/25	General Fund	100
093500	P	6/18/2025	Institute for Local Government	2,490.00	Community Outreach Svcs Jan-Mar 2025	Grant Fund	261
093501	P	6/18/2025	Jaylene Grace Martinez	50.00	Stipend Youth Commissioner 5/14/25	General Fund	100
093502	Counterfeit**	5/27/2025	Counterfeit Check		Counterfeit Check -not issued by City		

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
093503	P	6/18/2025	JMG Security System	433.75	PW Dept- Burglar Alarm Svcs 5/12/25	General Fund	100
093504	P	6/18/2025	L.B. Johnson Hardware #1	25.23	PW Dept- Blade 5/27/25	General Fund	100
		6/18/2025	L.B. Johnson Hardware #1	17.54	PW Dept- Concrete Mix 5/13/25	General Fund	100
		6/18/2025	L.B. Johnson Hardware #1	5.48	PW Dept- Keys 5/14/25	General Fund	100
		6/18/2025	L.B. Johnson Hardware #1	47.35	PW Dept- Measuring Wheels 5/21/25	General Fund	100
		6/18/2025	L.B. Johnson Hardware #1	158.22	PW Dept- Various Supplies 6/16/25	General Fund	100
		6/18/2025	L.B. Johnson Hardware #1	58.07	PW Dept- Various Supplies 5/15/25	General Fund	100
		6/18/2025	L.B. Johnson Hardware #1	82.24	PW Dept- Various Supplies 5/19/25	General Fund	100
		6/18/2025	L.B. Johnson Hardware #1	58.30	PW Dept- Various Supplies 5/27/25	General Fund	100
		6/18/2025	L.B. Johnson Hardware #1	107.03	PW Dept- Various Supplies 5/30/25	General Fund	100
		6/18/2025	L.B. Johnson Hardware #1	101.98	PW Dept- Various Supplies 6/6/25	General Fund	100
		6/18/2025	L.B. Johnson Hardware #1	9.87	PW Dept- Wash Wax 5/9/25	General Fund	100
093505	P	6/18/2025	Magaly Juliet Guzman	50.00	Youth Commissioner Stipend 5/14/25	General Fund	100
093506	P	6/18/2025	Tri-City Mutual Water Company	2,372.00	5950 Walker Ave May 2025	General Fund	100
093507	P	6/18/2025	Metro Transit Services	39,427.56	Express Shuttle and Dial-A-Ride Transit Svcs May 2025	Proposition A Fund	221
093508	P	6/18/2025	Nationwide Environmental Services	7,537.00	Street Sweeping Svcs May 2025	Measure W Fund	280
093509	P	6/18/2025	Onyx Paving Company Inc	98,090.00	Pavement Rehabilitation Program 5/14/25	General Fund	100
		6/18/2025	Onyx Paving Company Inc	340,000.00	Pavement Rehabilitation Program 5/14/25	Prop C Fund	222
		6/18/2025	Onyx Paving Company Inc	8,148.86	Pavement Rehabilitation Program 5/14/25	Measure R Fund	224
		6/18/2025	Onyx Paving Company Inc	397,259.00	Pavement Rehabilitation Program 5/14/25	Measure M Fund	225
093510	P	6/18/2025	Perez Plumbing	250.00	PW Dept-Building Maint-5/5/25	General Fund	100
093511	P	6/18/2025	Los Angeles County Department of Public Health	1,020.00	Backflow Prev Facility ID. FA0140229 FY2025-2026	General Fund	100
093512	P	6/18/2025	Revueltas Landscape Inc	6,020.00	Landscaping Svcs May 2025	General Fund	100
		6/18/2025	Revueltas Landscape Inc	4,325.00	Landscaping Svcs May 2025	Gas Tax Fund	212
093513	P	6/18/2025	Roadline Products Inc.	1,367.00	PW Dept- Red Paint Gallon 5/21/25	Gas Tax Fund	212
093514	P	6/18/2025	Ron's Maintenance Inc	7,120.00	Storm Drain Maintenance Svcs May 2025	Measure W Fund	280
093515	P	6/18/2025	Roy Alexande Hernandez	50.00	Youth Commissioner Stipend 5/14/25	General Fund	100
093516	P	6/18/2025	Richards Watson & Gershon	5,346.90	Legal Svcs-0001 Apr 2025	General Fund	100
		6/18/2025	Richards Watson & Gershon	71.50	Legal Svcs-0010 Apr 2025	General Fund	100
		6/18/2025	Richards Watson & Gershon	21,932.90	Legal Svcs-0015 Apr 2025	Grant Fund	261
093517	P	6/18/2025	Stantec Planning & Landscape Architecture	5,434.50	Slauson Ave and Atlantic Blvd Congestion Relief Improv 5/23/25	Grant Fund	261
093518	P	6/18/2025	Lynn Alvarez	115.00	BP Dept-Notary Svcs 6/5/25	General Fund	100

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
093519	P	6/18/2025	West Coast Arborists, Inc	7,300.00	Tree Maintenance Svcs Apr 2025	General Fund	100
		6/18/2025	West Coast Arborists, Inc	14,530.00	Tree Maintenance Svcs Apr 2025	Gas Tax Fund	212
093520	P	6/18/2025	World Private Security Inc.	17,698.80	Crossing Guard Svcs May 2025	Gas Tax Fund	212
093521	P	6/26/2025	California Consulting Inc.	3,725.00	Grant Writing Svcs Mar 2025	General Fund	100
093522	P	7/2/2025	ACC Business	829.96	Internet Svcs 5/11/25 - 6/10/25	General Fund	100
093523	P	7/2/2025	AT&T	31.61	Emergency Elevator Phone Svcs 5/10/25-6/9/25	General Fund	100
093524	P	7/2/2025	AT&T U-verse	107.00	CY Internet Svcs 6/19/25-7/18/25	General Fund	100
093525	P	7/2/2025	Benefit Coordinators Corporation (BCC)	1,609.74	Dental and Vision Benefits Jun 2025	General Fund	100
		7/2/2025	Benefit Coordinators Corporation (BCC)	170.81	Dental and Vision Benefits Jun 2025	Gas Tax Fund	212
		7/2/2025	Benefit Coordinators Corporation (BCC)	8.01	Dental and Vision Benefits Jun 2025	Proposition A Fund	221
		7/2/2025	Benefit Coordinators Corporation (BCC)	32.26	Dental and Vision Benefits Jun 2025	Prop C Fund	222
		7/2/2025	Benefit Coordinators Corporation (BCC)	17.20	Dental and Vision Benefits Jun 2025	Measure R Fund	224
		7/2/2025	Benefit Coordinators Corporation (BCC)	64.50	Dental and Vision Benefits Jun 2025	Measure M Fund	225
		7/2/2025	Benefit Coordinators Corporation (BCC)	148.12	Dental and Vision Benefits Jun 2025	CDBG	243
		7/2/2025	Benefit Coordinators Corporation (BCC)	6.45	Dental and Vision Benefits Jun 2025	Street Lighting Fund	251
		7/2/2025	Benefit Coordinators Corporation (BCC)	20.91	Dental and Vision Benefits Jun 2025	Successor Agency Fund	611
093526	P	7/2/2025	Brent Talmo	1,005.00	Retiree Medical Reimb Jul 2025	General Fund	100
093527	P	7/2/2025	Bruce Leflar	887.86	Retiree Medical Reimb Jul 2025	General Fund	100
093528		7/2/2025	Burke, Williams & Sorensen, LLP	1,152.80	Legal Svcs Aug 2024	General Fund	100
093528	VOID	7/2/2025	Burke, Williams & Sorensen, LLP	(1,152.80)	Legal Svcs Sept 2024	General Fund	100
093529	P	7/2/2025	Christine M. Locher	426.70	Retiree Medical Reimb Jul 2025	General Fund	100
093530	P	7/2/2025	COUNTY OF LOS ANGELES DEPT. OF AUDITOR-CONTROLLER	512.29	City of Los Angeles Allocation of LAFCO FY25-26	General Fund	100
093531	P	7/2/2025	Laura Ahrens	768.52	Retiree Medical Reimb Jul 2025	General Fund	100
093532	P	7/2/2025	Maywood Center for Enriched Studies Magnet Student Body	1,430.78	Community Benefit Fund - MaCES Softball Field Rental 3/27/25	General Fund	100
093533	P	7/2/2025	Tri-City Mutual Water Company	676.50	5000 Slauson Ave Jun 2025	General Fund	100
		7/2/2025	Tri-City Mutual Water Company	160.00	5316 Atlantic Ave 4/26/25-6/24/25	General Fund	100
		7/2/2025	Tri-City Mutual Water Company	92.00	5600 Heliotrope Ave 4/25/25-6/24/25	General Fund	100
		7/2/2025	Tri-City Mutual Water Company	2,652.00	5950 Walker Ave Jun 2025	General Fund	100
		7/2/2025	Tri-City Mutual Water Company	1,856.00	E 58th St 4/26/25-6/25/25	General Fund	100
093534	P	7/2/2025	QDoxs	120.25	Copier Base Charge Jul 2025	General Fund	100
		7/2/2025	QDoxs	49.39	Xerox Copier 6/5/25-7/4/25	General Fund	100
093535	P	7/2/2025	Robert Leach	1,005.00	Retiree Medical Reimb Jul 2025	General Fund	100
093536	P	7/2/2025	Ronald Lindsey	1,690.43	Retiree Medical Reimb Jul 2025	General Fund	100
093537	P	7/2/2025	T-MOBILE	590.95	Cell Phone Svcs 5/21/25-6/20/25	General Fund	100
093538	P	7/2/2025	Tierra West Advisors, Inc	9,145.00	B & P Dept Interim Svcs Apr 2025	General Fund	100

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
		7/2/2025	Tierra West Advisors, Inc	4,485.00	Consultant Svcs 5102 & 5110 District Blvd Mar 2025	General Fund	100
		7/2/2025	Tierra West Advisors, Inc	2,145.00	Consultant Svcs ROPS Mar 2025	General Fund	100
093539	P	7/2/2025	Quadient Finance USA Inc.	150.00	Postage Usage 5/10/25-6/9/25	General Fund	100
093540	P	7/9/2025	Alta Environmental	554.34	Professional Svcs Apr 2025	General Fund	100
		7/9/2025	Alta Environmental	3,463.94	Professional Svcs May 2025	General Fund	100
		7/9/2025	Alta Environmental	8,198.76	Professional Svcs Apr 2025	Measure W Fund	280
		7/9/2025	Alta Environmental	6,346.15	Professional Svcs May 2025	Measure W Fund	280
093541	P	7/9/2025	Amazon Capital Services	55.75	Admin Dept- Expandable Signature Book 6/25/25	General Fund	100
		7/9/2025	Amazon Capital Services	20.83	City Clerk- File Folders 5/22/25	General Fund	100
		7/9/2025	Amazon Capital Services	(21.94)	CS Dept- Graduation Banner 6/22/25	General Fund	100
		7/9/2025	Amazon Capital Services	136.05	CS Dept- Gym Bag 6/2/25	General Fund	100
		7/9/2025	Amazon Capital Services	(109.72)	CS Dept- Gym Bag 6/27/25 (credit)	General Fund	100
		7/9/2025	Amazon Capital Services	33.75	Fin Dept- Various Supplies 6/29/25	General Fund	100
		7/9/2025	Amazon Capital Services	21.72	HR Dept- Binder Dividers 6/24/25	General Fund	100
		7/9/2025	Amazon Capital Services	231.27	PW Dept- Ceiling Tiles 6/12/25	General Fund	100
		7/9/2025	Amazon Capital Services	462.54	PW Dept-Ceiling Tiles 6/9/25	General Fund	100
093542	P	7/9/2025	Modern IT, Inc. dba Advanced Microcomputing Concepts, Inc.	2,207.08	IT Software Subscriptions Jul 2025	General Fund	100
		7/9/2025	Modern IT, Inc. dba Advanced Microcomputing Concepts, Inc.	3,630.00	IT Svcs Jul 2025	General Fund	100
093543	P	7/9/2025	Bubblemania and Company LA LLC	470.00	Family Fun Night- Outdoor Bubble Play Time 7/18/25	General Fund	100
093544	P	7/9/2025	Bureau Veritas Technical Assessments LLC	1,662.92	ADA Self Evaluation and Transition Plan Jun 2025	Local Fiscal Recovery Fund	273
093545	P	7/9/2025	Cindy's Jumpers, LLC	536.40	Family Fun Night- Jumpers 7/18/25	General Fund	100
093546	P	7/9/2025	CivicPlus LLC	1,250.00	Website Virtual System Training 3/21/25	General Fund	100
093547	P	7/9/2025	CM Amusement	2,700.00	CS Dep-Family Fun Night - Game Booths 7/18/25	General Fund	100
093548	P	7/9/2025	Occupational Health Centers of CA	118.00	Pre-Employment Physical 6/4/25	General Fund	100
093549	P	7/9/2025	Crosstown Electrical & Data Inc.	6,546.68	Atlantic Blvd & 61st St 5/9/25	Gas Tax Fund	212
		7/9/2025	Crosstown Electrical & Data Inc.	302.00	Atlantic Blvd & Slauson Ave 5/9/25	Gas Tax Fund	212
		7/9/2025	Crosstown Electrical & Data Inc.	488.48	Slauson Ave & Heliotrope Ave 4/23/25	Gas Tax Fund	212
		7/9/2025	Crosstown Electrical & Data Inc.	637.61	Slauson Ave & Pine Ave 4/25/25	Gas Tax Fund	212
		7/9/2025	Crosstown Electrical & Data Inc.	1,125.00	City's Street Preventive Maintenance May 2025	Street Lighting Fund	251
093550	P	7/9/2025	Dapeer, Rosenblit & Litvak, LLP	240.00	Municipal Code Enforcement Professional Svcs Apr 2025	General Fund	100

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
093551	P	7/9/2025	Dave and Frank Automotive	30.00	Vehicle Repair VIN# 08062 7/2/25	General Fund	100
		7/9/2025	Dave and Frank Automotive	134.26	Vehicle Repair VIN# 307470 6/12/25	General Fund	100
093552	P	7/9/2025	Diana Cho & Associates	572.00	CDBG Code Enforcement Consulting May 2025	CDBG	243
		7/9/2025	Diana Cho & Associates	616.00	Consulting Svcs Park Impv Proj FY24-25 May 2025	CDBG	243
		7/9/2025	Diana Cho & Associates	616.00	Consulting Svcs Sidewalk Rehab Proj FY24-25 Apr 2025	CDBG	243
		7/9/2025	Diana Cho & Associates	792.00	Consulting Svcs Sidewalk Rehab Proj FY24-25 May 2025	CDBG	243
		7/9/2025	Diana Cho & Associates	836.00	Consulting Svcs Rental Asst Prog PLHA Apr 2025	Housing Allocation	501
		7/9/2025	Diana Cho & Associates	220.00	Consulting Svcs Rental Asst Prog PLHA May-Jun 2025	Housing Allocation	501
093553	P	7/9/2025	Environmental Science Associates	3,188.80	Climate Action Adaptation Resilience Plan Svcs May 2025	Grant Fund	261
093554	P	7/9/2025	Gilbert Livas	1,080.00	Planning and Economic Development Svcs May 2025	General Fund	100
093555	P	7/9/2025	Graffiti Protective Coatings Inc.	6,625.60	Citywide Graffiti Removal May 2025	General Fund	100
		7/9/2025	Graffiti Protective Coatings Inc.	11,374.40	Citywide Graffiti Removal May 2025	Gas Tax Fund	212
		7/9/2025	Graffiti Protective Coatings Inc.	5,232.93	Graffiti Bus Shelter Maint May 2025	Prop C Fund	222
093556	P	7/9/2025	HD Supply formerly Home Depot Pro	69.29	PW Dept- Various Supplies 7/2/25	Gas Tax Fund	212
093557	P	7/9/2025	HdL Software LLC	1,248.80	Business License Processing Svcs May 2025	General Fund	100
093558	P	7/9/2025	Myers & Sons Hi-Way Safety Inc.	55.36	PW Dept - Various Supplies 5/15/25	General Fund	100
		7/9/2025	Myers & Sons Hi-Way Safety Inc.	1,192.39	PW Dept - Various Supplies 6/12/25	Gas Tax Fund	212
093559	P	7/9/2025	Hinderliter de Llamas & Assoc.	1,062.89	Sales Tax Svcs Apr-Jun 2025	General Fund	100
093560	P	7/9/2025	Innovative Fence Inc.	91.30	PW Dept - Fence Rental 6/1/25-7/1/25	General Fund	100
		7/9/2025	Innovative Fence Inc.	314.90	PW Dept- Fence Rental 6/9/25-7/9/25	General Fund	100
093561	P	7/9/2025	JMG Security System	263.90	PW Dept -Burglar Alarm Svcs 3/31/25	General Fund	100
093562	P	7/9/2025	Gregory Kiley dba Kiley & Associates LLC	3,900.00	Federal Legislative Advocacy Svcs 5/15/25-6/14/25	General Fund	100
093563*-093564	P	7/9/2025	L.B. Johnson Hardware #1	37.30	PW Dept - Cleaner Drain 6/18/25	General Fund	100
		7/9/2025	L.B. Johnson Hardware #1	85.54	PW Dept - Concrete Mix 6/23/25	General Fund	100
		7/9/2025	L.B. Johnson Hardware #1	65.83	PW Dept - Gloves 6/18/25	General Fund	100
		7/9/2025	L.B. Johnson Hardware #1	32.91	PW Dept - Gloves 6/30/25	General Fund	100

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
		7/9/2025	L.B. Johnson Hardware #1	10.96	PW Dept - Paint 6/26/25	General Fund	100
		7/9/2025	L.B. Johnson Hardware #1	48.26	PW Dept - Various Supplies 6/19/25	General Fund	100
		7/9/2025	L.B. Johnson Hardware #1	211.62	PW Dept - Various Supplies 6/20/25	General Fund	100
		7/9/2025	L.B. Johnson Hardware #1	51.10	PW Dept - Various Supplies 6/24/25	General Fund	100
		7/9/2025	L.B. Johnson Hardware #1	10.96	PW Dept- Plasticweld 6/23/25	General Fund	100
		7/9/2025	L.B. Johnson Hardware #1	14.25	PW Dept- Various Supplies 6/10/25	General Fund	100
		7/9/2025	L.B. Johnson Hardware #1	353.34	PW Dept- Various Supplies 6/27/25	General Fund	100
		7/9/2025	L.B. Johnson Hardware #1	57.06	PW Dept- Weed & Grass Killer Spray 6/13/25	General Fund	100
		7/9/2025	L.B. Johnson Hardware #1	69.13	PW Dept - Aquaphalt 6/26/25	Gas Tax Fund	212
		7/9/2025	L.B. Johnson Hardware #1	296.26	PW Dept - Various Supplies 6/25/25	Gas Tax Fund	212
		7/9/2025	L.B. Johnson Hardware #1	131.68	PW Dept - Various Supplies 6/27/25	Gas Tax Fund	212
093565	P	7/9/2025	LEAGUE OF CALIFORNIA CITIES	1,081.50	Los Angeles County Division Membership Dues FY25-26	General Fund	100
093566	P	7/9/2025	Los Angeles Neighborhood Land Trust	125,930.14	Maywood Park Project Planning and Design Oct 2024	Grant Fund	261
093567	P	7/9/2025	Maywood Center for Enriched Studies Magnet Student Body	4,356.66	Community Benefit Fund-MaCES Baseball 6/18/25	General Fund	100
093568	P	7/9/2025	Maywood Car Wash	315.03	Maywood car wash May 2025	General Fund	100
093568	VOID	7/9/2025	Maywood Car Wash	(315.03)	Maywood car wash May 2025	General Fund	100
093569	P	7/9/2025	Maywood Mutual Water Co. No.2	165.10	7/1/25	General Fund	100
		7/9/2025	Maywood Mutual Water Co. No.2	391.30	4319 E Slauson 5/1/25 -7/1/25	General Fund	100
		7/9/2025	Maywood Mutual Water Co. No.2	36.70	4323 S Slauson Ave 5/1/25-7/1/25	General Fund	100
		7/9/2025	Maywood Mutual Water Co. No.2	75.82	5313 Pine Ave 5/1/25-7/1/25	General Fund	100
		7/9/2025	Maywood Mutual Water Co. No.2	145.86	Fruitland/Carmelita 5/1/25-7/1/25	General Fund	100
093570	P	7/9/2025	Tri-City Mutual Water Company	216.00	4618 Slauson Ave 4/24/25-6/23/25	General Fund	100
		7/9/2025	Tri-City Mutual Water Company	216.00	4800 Slauson 4/25/25-6/25/25	General Fund	100
093571	P	7/9/2025	Nationwide Environmental Services	7,537.00	Street Sweeping Svcs Jun 2025	Measure W Fund	280
093572	P	7/9/2025	Ok Printing Design & Digital Print	2,550.00	Newsletter Jul - Sept 2025	General Fund	100
093573	P	7/9/2025	Olivarez Madruga Law Organization, LLP	5,181.00	Legal & Professional Svcs May 2025	General Fund	100
093574	P	7/9/2025	PETTY CASH	408.63	Petty Cash Reimb- Nov 2021- Jun 2025	General Fund	100
093575	P	7/9/2025	Phoenix Group Information Systems	179.19	Admin Citations Processing Fee May 2025	General Fund	100
093576	P	7/9/2025	BlueTriton Brands, Inc.	654.42	CH PW Dept Drinking Water Mar-May 2025	General Fund	100
093577	P	7/9/2025	Quadient Leasing USA, Inc.	972.48	Postage Meter Lease 7/22/25-10/21/25	General Fund	100
093578	P	7/9/2025	Kona Ice of Downey	1,005.00	Family Fun Night- Shaved Ice 7/18/25	General Fund	100

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
093579	P	7/9/2025	Revueltas Landscape Inc	4,500.00	Dodger Dream Field Maint Svcs May 2025	General Fund	100
		7/9/2025	Revueltas Landscape Inc	4,500.00	Extra Svcs Weed Cleanup Slauson Ave/Atlantic Blvd 6/12/25	Gas Tax Fund	212
093580	P	7/9/2025	Roadline Products Inc.	1,229.20	PW Dept- Various Supplies 5/27/25	Gas Tax Fund	212
		7/9/2025	Roadline Products Inc.	2,903.50	PW Dept- Various Supplies 6/16/25	Gas Tax Fund	212
093581	P	7/9/2025	Richards Watson & Gershon	3,647.81	Legal Svcs-0001 May 2025	General Fund	100
		7/9/2025	Richards Watson & Gershon	127.60	Legal Svcs-0010 May 2025	General Fund	100
		7/9/2025	Richards Watson & Gershon	29.60	Legal Svcs-0013 May 2025	Grant Fund	261
		7/9/2025	Richards Watson & Gershon	257.40	Legal Svcs-0016 May 2025	Grant Fund	261
		7/9/2025	Richards Watson & Gershon	4,204.20	Legal Svcs-0017 May 2025	Grant Fund	261
093582	P	7/9/2025	Sergio Leon	2,000.00	Family Fun Night- DJ, Stage 7/18/25	General Fund	100
093583	P	7/9/2025	County of Los Angeles Sheriffs Dept	490,860.55	Municipal Law Enforcement Sacs May 2025	General Fund	100
093584	P	7/9/2025	Staples Business Advantage	228.19	Various Office Supplies 6/28/25	General Fund	100
093585	P	7/9/2025	Tierra West Advisors, Inc	5,495.00	5102 & 5110 District Blvd. Brokerage Dec 2025	General Fund	100
		7/9/2025	Tierra West Advisors, Inc	1,388.75	Consultant Svcs Apr 2025	General Fund	100
		7/9/2025	Tierra West Advisors, Inc	3,098.75	Consultant Svcs May 2025	General Fund	100
093586	P	7/9/2025	Transtech Engineers Inc	737.00	CIP Management Svcs Apr 2025	General Fund	100
		7/9/2025	Transtech Engineers Inc	34,172.50	General City Engineering Svcs Apr 2025	General Fund	100
		7/9/2025	Transtech Engineers Inc	1,105.00	General City Engineering Svcs Apr 2025	Gas Tax Fund	212
		7/9/2025	Transtech Engineers Inc	27,518.00	CIP Management Svcs Apr 2025	Measure R Fund	224
		7/9/2025	Transtech Engineers Inc	13,237.00	CIP Management Svcs Apr 2025	CDBG	243
		7/9/2025	Transtech Engineers Inc	9,197.25	CIP Management Svcs Apr 2025	Grant Fund	261
		7/9/2025	Transtech Engineers Inc	595.00	General City Engineering Svcs Apr 2025	Grant Fund	261
		7/9/2025	Transtech Engineers Inc	4,673.00	CIP Management Svcs Apr 2025	Local Fiscal Recovery Fund	273
		7/9/2025	Transtech Engineers Inc	510.00	CIP Management Svcs Apr 2025	Sewer Enterprise Fund	412
		7/9/2025	Transtech Engineers Inc	407.00	General City Engineering Svcs Apr 2025	Sewer Enterprise Fund	412
093587	P	7/9/2025	U.S. Bank Corporate Payment System	3,623.79	Credit Card- 6/15/25 stmt	General Fund	100
093588	P	7/9/2025	ULINE INC.	1,588.90	PW Dept- Various Supplies 6/12/25	General Fund	100
093589	P	7/9/2025	UniFirst Corporation	75.40	Building Mat Svcs 6/206/25	General Fund	100
		7/9/2025	UniFirst Corporation	77.91	Building Mat Svcs 6/6/25	General Fund	100
093590	P	7/9/2025	Vernon City of	33.88	Slauson/Downey 4/17/25-5/13/25	General Fund	100
093591	P	7/9/2025	West Coast Arborists, Inc	3,000.00	Tree Maintenance Svcs Jun 2025	Gas Tax Fund	212

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
093592	P	7/9/2025	Yoda Painting Inc.	60,325.00	CH Painting Project- May 2025	Local Fiscal Recovery Fund	273
093593	P	7/17/2025	Amazon Capital Services	42.07	PW Dept- Bosh 7/7/25	General Fund	100
093594	P	7/17/2025	Modern IT, Inc. dba Advanced Microcomputing Concepts, Inc.	164.43	IT Equip - MR36 Ceiling Mounts 7/3/05	General Fund	100
093595	P	7/17/2025	American Marker	53.47	Council Member-Embroidery 4/8/25	General Fund	100
093596	P	7/17/2025	AT&T	31.58	Emergency Elevator Phone Svcs Jun 2025	General Fund	100
093597	P	7/17/2025	Base Hill Inc.	6,172.97	CH Janitorial Svcs Jun 2025	General Fund	100
093598	P	7/17/2025	Brinks Inc.	327.05	Armored Truck Svcs Jul 2025	General Fund	100
		7/17/2025	Brinks Inc.	111.57	Cash Handling Svcs Jun 2025	General Fund	100
093599	P	7/17/2025	Burke, Williams & Sorensen, LLP	6,707.49	Legal and Professional Svcs Mar-Apr 2025	General Fund	100
093600	P	7/17/2025	Charter Communications Holdings, LLC	651.01	CH Internet and Phone Svcs Jul 2025	General Fund	100
		7/17/2025	Charter Communications Holdings, LLC	325.00	CY Internet Svcs Jul 2025	General Fund	100
093601	P	7/17/2025	Gilbert Livas	1,841.83	Planning and Economic Development Svcs Jun 2025	General Fund	100
093602	P	7/17/2025	Myers & Sons Hi-Way Safety Inc.	724.35	PW Dept- Various Supplies 7/2/25	Gas Tax Fund	212
093603	P	7/17/2025	Innovative Fence Inc.	314.90	PW Dept- Fence Rental Svcs 5110 District Blvd 7/8/25	General Fund	100
093604	P	7/17/2025	JMG Security System	4,136.00	CY- Installation Security Svcs 3/31/25	Local Fiscal Recovery Fund	273
093605	P	7/17/2025	L.B. Johnson Hardware #1	46.08	PW Dept- Axe 7/3/25	General Fund	100
		7/17/2025	L.B. Johnson Hardware #1	41.69	PW Dept- Saw Blade 7/7/25	General Fund	100
		7/17/2025	L.B. Johnson Hardware #1	27.38	PW Dept- Various Supplies 7/3/25	General Fund	100
		7/17/2025	L.B. Johnson Hardware #1	76.81	PW Dept- Aquaphalt 50lbs 7/8/25	Gas Tax Fund	212
		7/17/2025	L.B. Johnson Hardware #1	17.54	PW Dept- Concrete 7/10/25	Gas Tax Fund	212
093606	P	7/17/2025	Regional TAP Service Center	672.00	Metro TAP Cards Jun 2025	Prop C Fund	222
093607	P	7/17/2025	Maywood Car Wash	331.28	City Vehicles Fuel & Car Wash May 2025	General Fund	100
093608	P	7/17/2025	Metro Transit Services	39,427.56	Express Shuttle and Dial-A-Ride Transit Svcs Jun 2025	Proposition A Fund	221
093609	P	7/17/2025	Onyx Paving Company Inc	84,910.00	Pavement Rehabilitation Program May 2025	SB-1 Fund	216
		7/17/2025	Onyx Paving Company Inc	34,253.20	Pavement Rehabilitation Program Jun 2025	Measure R Fund	224
		7/17/2025	Onyx Paving Company Inc	68,723.25	Pavement Rehabilitation Program May 2025	Measure R Fund	224
		7/17/2025	Onyx Paving Company Inc	2,741.00	Pavement Rehabilitation Program May 2025	Measure M Fund	225
093610	P	7/17/2025	PEAC Solutions	590.46	Copier Lease 6/30/25-7/29/25	General Fund	100

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
093611	P	7/17/2025	QDoxs	49.39	Xerox Copier 7/5/25-8/4/25	General Fund	100
093612	P	7/17/2025	Stantec Planning & Landscape Architecture	381.00	Slauson Ave and Atlantic Blvd Congestion Relief Improvement	Measure M Fund	225
		7/17/2025	Stantec Planning & Landscape Architecture	10,798.50	Slauson Ave and Atlantic Blvd Congestion Relief Improv Apr	Grant Fund	261
093613	P	7/17/2025	The House of Printing, Inc.	316.17	Business Cards- Council,Admin.Build Dept 5/21/25	General Fund	100
093614	P	7/17/2025	West Coast Arborists, Inc	423.00	Tree Maintenance Svcs Jun 2025	General Fund	100
ACH-352		6/10/2025	California Public Employees' Retirement System	8,659.91	Retirement Contribution 5/18/2025-5/31/2025	General Fund	100
		6/10/2025	California Public Employees' Retirement System	833.37	Retirement Contribution 5/18/2025-5/31/2025	Gas Tax Fund	212
		6/10/2025	California Public Employees' Retirement System	67.64	Retirement Contribution 5/18/2025-5/31/2025	Proposition A Fund	221
		6/10/2025	California Public Employees' Retirement System	286.45	Retirement Contribution 5/18/2025-5/31/2025	Prop C Fund	222
		6/10/2025	California Public Employees' Retirement System	77.09	Retirement Contribution 5/18/2025-5/31/2025	Measure R Fund	224
		6/10/2025	California Public Employees' Retirement System	289.44	Retirement Contribution 5/18/2025-5/31/2025	Measure M Fund	225
		6/10/2025	California Public Employees' Retirement System	656.01	Retirement Contribution 5/18/2025-5/31/2025	CDBG	243
		6/10/2025	California Public Employees' Retirement System	24.07	Retirement Contribution 5/18/2025-5/31/2025	Street Lighting Fund	251
		6/10/2025	California Public Employees' Retirement System	239.71	Retirement Contribution 5/18/2025-5/31/2025	Successor Agency Fund	611
ACH-353		6/4/2025	California Public Employees' Retirement System	31,638.58	Health Contribution June 2025	General Fund	100
		6/4/2025	California Public Employees' Retirement System	3,412.84	Health Contribution June 2025	Gas Tax Fund	212
		6/4/2025	California Public Employees' Retirement System	277.96	Health Contribution June 2025	Proposition A Fund	221
		6/4/2025	California Public Employees' Retirement System	844.29	Health Contribution June 2025	Prop C Fund	222
		6/4/2025	California Public Employees' Retirement System	423.06	Health Contribution June 2025	Measure R Fund	224
		6/4/2025	California Public Employees' Retirement System	1,231.70	Health Contribution June 2025	Measure M Fund	225
		6/4/2025	California Public Employees' Retirement System	2,918.54	Health Contribution June 2025	CDBG	243

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
		6/4/2025	California Public Employees' Retirement System	112.63	Health Contribution June 2025	Street Lighting Fund	251
		6/4/2025	California Public Employees' Retirement System	605.88	Health Contribution June 2025	Successor Agency Fund	611
ACH-354		6/5/2025	8x8 Inc.	464.86	Telephone Srvs May 2025	General Fund	100
ACH-355		6/10/2025	California Joint Powers Insurance Authority	22,355.58	CJPIA June 2025	General Fund	100
ACH-356		6/13/2025	US Bank Fees	120.00	Analysis Svc Charges June 2025	General Fund	100
ACH-357		6/18/2025	American Family Life Assurance Company of Columbus (AFLAC)	438.38	Aflac payment May 2025	General Fund	100
ACH-358		6/16/2025	Southern California Edison	8,212.62	Everett Ave 5/1/2025-5/31/2025	Gas Tax Fund	212
ACH-359		6/16/2025	Southern California Edison	2,644.04	Various Locations May 2025	General Fund	100
		6/16/2025	Southern California Edison	2,317.82	Various Locations May 2025	Gas Tax Fund	212
		6/16/2025	Southern California Edison	10,762.50	Various Locations May 2025	Street Lighting Fund	251
ACH-360		6/23/2025	Southern California Edison	142.43	4805 E 58th St 5/9/2025-6/9/2025	General Fund	100
ACH-361		6/23/2025	Southern California Edison	229.49	5916 King Ave/5913 Mayflower Ave 5/7/2025-6/5/2025	Gas Tax Fund	212
ACH-362		6/26/2025	The Gas Company	27.41	4319 Slauson Ave 5/7/25-6/6/25	General Fund	100
ACH-363		6/26/2025	The Gas Company	31.58	4317 Slauson Ave 5/7/25-6/6/25	General Fund	100
ACH-364		6/26/2025	The Gas Company	43.36	4323 Slauson Ave 5/06/25-6/06/25	General Fund	100
ACH-365		6/23/2025	California Public Employees' Retirement System	8,077.13	Retirement Contribution 6/1/2025-6/14/2025	General Fund	100
		6/23/2025	California Public Employees' Retirement System	969.57	Retirement Contribution 6/1/2025-6/14/2025	Gas Tax Fund	212
		6/23/2025	California Public Employees' Retirement System	67.64	Retirement Contribution 6/1/2025-6/14/2025	Proposition A Fund	221
		6/23/2025	California Public Employees' Retirement System	322.74	Retirement Contribution 6/1/2025-6/14/2025	Prop C Fund	222
		6/23/2025	California Public Employees' Retirement System	77.09	Retirement Contribution 6/1/2025-6/14/2025	Measure R Fund	224
		6/23/2025	California Public Employees' Retirement System	341.59	Retirement Contribution 6/1/2025-6/14/2025	Measure M Fund	225
		6/23/2025	California Public Employees' Retirement System	679.54	Retirement Contribution 6/1/2025-6/14/2025	CDBG	243
		6/23/2025	California Public Employees' Retirement System	271.46	Retirement Contribution 6/1/2025-6/14/2025	Successor Agency Fund	611
ACH-366		6/26/2025	Hub Cities Consortium	40,833.33	Promissory Note - Principal Amount	General Fund	100
ACH-367		6/27/2025	Automatic Data Processing	821.88	Payroll Fees June 2025	General Fund	100
ACH-368		6/30/2025	Southern California Edison	91.38	5317 Atlantic Ave PED 5/15/2025-6/15/2025	Gas Tax Fund	212

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
ACH-369		6/30/2025	State Compensation Insurance Fund	5,437.16	Workers Comp Insurance - June 2025	General Fund	100
ACH-370		6/30/2025	US Bank Fees	1,047.05	Bank Merchant Fees June 2025	General Fund	100
ACH-371		6/30/2025	US Bank Fees	25.00	Bank Merchant Fees June 2025	General Fund	100
ACH-372		6/30/2025	US Bank Fees	35.00	Bank Merchant Fees June 2025	General Fund	100
ACH-373		6/30/2025	8x8 Inc.	464.63	Telephone Srvs June 2025	General Fund	100
ACH-374		7/8/2025	Keenan & Associates	30,000.00	7/1/25-7/1/26 Broker Fee P & L Broker Fee	General Fund	100
		7/8/2025	Keenan & Associates	79,036.00	7/1/25-7/1/26 Premium Commercial Automobile Ins	General Fund	100
		7/8/2025	Keenan & Associates	12,585.65	7/1/25-7/1/26 Premium Cyber Liability	General Fund	100
		7/8/2025	Keenan & Associates	26,408.00	7/1/25-7/1/26 Premium Employment Practice Liability	General Fund	100
ACH-379		7/8/2025	California Joint Powers Insurance Authority	22,355.58	CJPIA July 2025	General Fund	100
ACH-380		7/8/2025	CivicPlus LLC	7,938.00	FOIA Workflow Platform	General Fund	100
			Total ACH and Warrant Registers	3,416,080.27			
		06/19/25	Payroll Transfer	63,902.93	Pay Period 6/1/2025 - 6/14/2025		
		07/03/25	Payroll Transfer	67,749.69	Pay Period 6/15/2025 - 6/28/2025		
		07/17/25	Payroll Transfer	60,671.10	Pay Period 6/29/2025 - 7/12/2025		
			Total ACH, Warrant Registers and Payroll Transfer	3,608,403.99			

Note:

* Check #093563 was issued as an overflow to include payment details that could not fit on the stub capacity of check #093564.

** Check #093502 was a counterfeit check issued for \$15,000 fraudulent drawn from the City's Bank account. US bank (the City's Bank) successfully recovered \$14,865.06

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 5.

DATE: July 30, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: JENNIFER VASQUEZ, CITY MANAGER

SUBJECT: CONSIDERATION OF A PROFESSIONAL SERVICES AGREEMENT WITH TRANSTECH ENGINEERS, INC. FOR MUNICIPAL ENGINEERING AND TRAFFIC ENGINEERING SERVICES

RECOMMENDATION:

Staff recommends that the City Council approve the Professional Services Agreement for Municipal Engineering and Traffic Engineering Services for a three (3) year term with two (2) optional one-year additional year extensions in the final form approved by the City Attorney and authorize the City Manager to execute the agreement.

BACKGROUND:

The City Council approved the issuance of a Request for Proposals (RFP) for Municipal Engineering and Traffic Engineering Services in May 2025. Subsequently, the RFP was advertised on PlanetBids until the bid due date of June 30, 2025. The City received two responses to this RFP; one from Kevin Ko, and Associates and the other from Transtech Engineers.

DISCUSSION:

The Engineering Division is responsible for Capital Improvement Program (CIP) management, contract administration, public works permits/ inspections, plan check, map review, NPDES permit compliance support, and other day- to- day engineering-related tasks. Since 2020, Transtech has provided engineering services to the City. The Engineering Support service hours fluctuate per week, aiming to meet the demand for expediting CIP project delivery. Traffic Engineering service hours, which include traffic analysis support and preparation of traffic studies and reports, fluctuate based upon city staff requests which are in response to community traffic review requests. Public Works inspections for City projects and external stakeholder projects also fluctuate with demand. Over the last two years, the City has had an influx within this area due to the DTSC's Exide clean-up of the city's right-of-way.

Staff reviewed and evaluated the proposals based on the proposer's qualifications of staff, operations, resources, and operating methodologies. Cost-effectiveness was also considered during this review.

Transtech provides engineering services for the City which include, but are not limited to, public works inspections, plan checking, map review, city engineer advisement, traffic engineering advisement, Capital Improvement Program management, grant writing, and transportation grant management, among several other general engineering services. Throughout the current contract, Transtech has been instrumental in assisting to develop City processes and procedures, supporting traffic-calming measures, providing project management of

the Capital Improvement Program, and day-to-day engineering services support. The firm has continued to secure grants for the City, provide a wide range of engineering expertise, and rise to the occasion to ensure tasks are completed.

Transtech's proposal, including fee schedule and hours, is included in Attachment B, of the attached Professional Services Agreement.

Transtech is currently providing support on key projects and engineering tasks. Approving the proposed professional services agreement with Transtech ensures the continuity necessary for the successful delivery of CIP projects. Transtech's extensive experience serving over 60 agencies throughout Southern California, including Maywood's neighboring cities, will support the City's collaboration with regional agencies like LA Metro, Caltrans, Gateway Cities Council of Government, SCAG, and ensure compliance with applicable funding program requirements and regional initiatives.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

The existing operating budget (\$160,000 general fund and \$160,000 in gas tax funds) for Public Works in FY 2025–26 will adequately address the costs associated with this agreement. In the subsequent years, funds will be budgeted for the services under this agreement.

With regard to CIP projects in which Transtech Engineers serves as project manager and provides inspection services, the costs will be charged to the specific project budget that is included in the adopted CIP budget.

ATTACHMENT(S)

1. Transtech, Work Proposal, Municipal Engineering and Traffic Engineering Services
2. Transtech, Cost Proposal, Municipal Engineering and Traffic Engineering Services
3. Transtech Engineers, Inc. - Municipal City Engineering and Traffic Engineering Services - Professional Services Agreement

Submitted To

City of MAYWOOD

City Clerk's Office

4319 E. Slauson Avenue

Maywood, CA 90270

Attn: Miguel Leon



Work Proposal

MUNICIPAL CITY ENGINEERING AND TRAFFIC ENGINEERING SERVICES



TRANSTECH

Est. 1989

www.transtech.org
855.595.2495 (toll-free)

Submitted By

TRANSTECH Engineers, Inc.

Contact Person:

Ahmad Ansari, PE, Principal

E: ahmad.ansari@transtech.org

C: 949-702-5612; O: 909-595-8599

1. COVER LETTER

June 30, 2025

City of MAYWOOD

City Clerk's Office
 4319 E. Slauson Avenue
 Maywood, CA 90270
Attn: Miguel Leon

About Transtech Video Highlight:
[CLICK HERE](#)

**Work Proposal****MUNICIPAL CITY ENGINEERING AND TRAFFIC ENGINEERING SERVICES**

Transtech is pleased to submit this Proposal for the subject services. This Cover Letter provides an executive summary of our qualifications.

Established in 1989, Transtech (a California Corporation) is a **multi-disciplinary engineering consulting** firm. Transtech has been **in business for 36 years**, and is providing **municipal services to approximately 90 public agencies**.

Transtech has a large pool of well-experienced staff and resources readily available to provide requested services, and respond to requests in a **timely, efficient, and cost-effective manner**. Our staff and resources include **approximately 250 professionals**, including building officials, plan checkers, inspectors, permit technicians, engineers, project managers, designers, construction managers, traffic and transportation analysts, technicians, support personnel.

Our **multi-disciplinary service capabilities** include:

- City Engineer, City Traffic Engineer, Development Review, Public Works Engineering, Plan Check, Inspection
- Civil Engineering
- Staff Augmentation
- CIP Program and Construction Management and Inspection
- Grant Writing and Federally Funded Project Management
- Labor Compliance, CDBG Project Management
- Building & Safety Services, Building Inspection, Plan Check, Building Evaluations, City Building Official, Code Enforcement
- Planning Support
- Traffic and Transportation Planning and Engineering
- Water Resources Engineering
- Surveying, Mapping, ALTA, ROW Eng

Transtech has **strong presence and resources locally** and is providing municipal services to many public agencies in the region, **including municipal services to several local Cities in in the area**. We have **readily available local staff resources to respond to the City's requests quickly and efficiently**.

We have extensive **experience working with Public Agencies/Cities in similar assignments**. We are accustomed to working with governmental agencies, and have a good understanding of public agency issues, procedures, and policies. **Several of our staff members are former City Engineers, City Traffic Engineers and Public Works Directors**.

We have extensive **experience in working with Caltrans**. **One of our Staff Member is former Dep. Dir. of Caltrans Distr. 7 (LA)**.

We have extensive **experience in working with METRO**. Currently, we are managing 710 Mobility Improvement Projects funded by METRO Measure R for the Cities of Alhambra, Monterey Park and Rosemead, which has



total funding of over \$300m.

We have extensive **experience in working with LA County**.

We have **a proven track record in obtaining outside grants for its client cities**. We have **obtained over \$400M in various funds** for our client cities. We have extensive **experience in the management and administration of federally funded projects**. We **have managed over 50 federally funded projects** in the past few years.

Transtech is **proud to support civic and community activities**, which demonstrates our commitment to the progress, health, and well-being of the communities we serve. In services and partnership with our client cities, we have a proven record of active engagement in City and Community events, programs, causes, and initiatives. Our goal is not just to serve as an engineering consultant which is what we are best at, but actively partnering with our clients, to further enhance the City's reputation as an ideal community to live, invest, work, and play in.

The RFP requires the following Statement be included in the Cover Letter:

The cover letter shall include a brief general statement of intent to perform the services and that all elements of the RFP have been reviewed and understood.

Transtech intends to perform the services, and all elements of the RFP have been reviewed and understood.

The RFP requires the following Statement be included in the Cover Letter:

If applicable, Respondent shall acknowledge receipt of any addendum to the RFP.

Transtech acknowledges Addendum 1 (also acknowledged on PlanetBids)

Thank you for the opportunity to submit this Proposal.

Should you have any questions, or require additional information, please contact the undersigned.

Sincerely,



Ahmad Ansari, PE, Principal

E: ahmad.ansari@transtech.org

C: 949-702-5612

O: 909-595-8599

Our proposal is limited to 50 pages, and formatted as required in RFP Section “VIII. SUBMITTAL FORMAT” which contains specified Sections listed below:

Section	Page No.
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A. WORK PROPOSAL

1. COVER LETTER	1.1 – 1.2
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2. TABLE OF CONTENTS	2.1 – 2.1
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3. EXPERIENCE AND QUALIFICATIONS	3.1 – 3.32
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3.b. <i>References</i>	3.6
3.c. <i>Staff Qualifications and Resumes</i>	3.12
3.c.1 STAFF QUALIFICATIONS	3.12
3.c.2 RESUMES	3.12
3.d. <i>Staff Organization</i>	3.30
3.e. <i>Licenses</i>	3.32

4. APPROACH TO SCOPE OF SERVICES	4.1 – 4.14
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4.a. <i>Project Understanding and Approach</i>	4.1
4.a.1 PROJECT UNDERSTANDING	4.1
4.a.2 APPROACH	4.1
4.b. <i>Scope of Services</i>	4.6
4.c. <i>Other Information</i>	4.11
4.c.1 HIGHLIGHTS OF TRANSTECH'S ENGINEERING SERVICES TO MAYWOOD SINCE 2020	4.11
4.c.2 PAVEMENT REHABILITATION PROJECTS COMPLETED + IN PROGRESS - JUNE 2025	4.12
4.c.3 TRANSTECH'S GRANT WRITING SUCCESS IN MAYWOOD	4.13
4.c.4 TRANSTECH'S COMMITMENT TO MAYWOOD AND COMMUNITY ENGAGEMENT	4.13

B. COST PROPOSAL (submitted separately)

APPENDIX - INSURANCE	App.1 – App.1
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3. EXPERIENCE AND QUALIFICATIONS

3.a. Company General Qualifications

Company Profile: Established in 1989, Transtech (a California Corporation) is a **multi-disciplinary engineering consulting** firm. Transtech has been **in business for 36 years** and provides **municipal services to approximately 90 public agencies**.

Multi-disciplinary Service Capabilities: Our multi-disciplinary service capabilities include:

- City Engineer, City Traffic Engineer, Development Review, Public Works Engineering, Plan Check, Inspection
- Civil Engineering
- Staff Augmentation
- CIP Program/Construction Management and Inspection
- Grant Writing and Federally Funded Project Management
- Labor Compliance, CDBG Project Management
- Building & Safety Services, Building Inspection, Plan Check, Building Evaluations, City Building Official, Code Enforcement
- Planning Support
- Traffic and Transportation Planning and Engineering
- Water Resources Engineering
- Surveying, Mapping, ALTA, ROW Eng

Readily Available Large Pool of Staff with Diverse Experience: Transtech has a **large pool of well experienced staff and resources readily available** to provide requested services, and **respond to requests in a timely, efficient, and cost-effective manner**. Our staff and resources include **approximately 250 professionals**, including building officials, plan checkers, inspectors, permit technicians, engineers, project managers, designers, plan checkers, inspectors, construction managers, traffic and transportation analysts, technicians, support personnel.

Local Presence: Transtech has **strong presence and resources locally** and is providing municipal services to many public agencies in the region, including several Cities in San Gabriel Valley, and have **readily available local staff resources to respond to City's requests quickly and efficiently**.

Service Philosophy: Our service philosophy is defined by our unique **"Customer Care" approach in delivering our services in High Quality, Timely, Efficient and Customer Friendly manner**:

- ✓ Transtech is well known in providing **Cost Effective Services** on time with a **customer friendly and responsive** approach.
- ✓ Our services are founded on the principles of **Total Quality Management** for **Total Customer Care**.
- ✓ Transtech understands the importance of being able to **expedite certain projects**, when requested, by the City. Transtech has sufficient staff and resources to expedite projects.
- ✓ We have a **structured approach** to execute projects in an efficient manner that makes Transtech capable of providing the City with the highest quality product. Transtech has established guidelines and policies, including written manuals on quality control, project management, and design procedures for its staff and for its contract cities.
- ✓ All telephone calls or e-mails received are returned within the same working day, or the following day. We take pride in our **"Same Day Response"** motto.
- ✓ **Responsiveness is an integral part** of Transtech's "customer friendly" service approach.
- ✓ We will strive to **enhance the City's image by public trust** to be the most desirable community to live, invest and conduct business.
- ✓ Customer Care means highest quality customer service. Transtech is committed to providing **"Customer Care"** to the City, City's patrons, responding quickly and effectively to the walk-in, telephone, and electronic inquiries of the public related to our services.

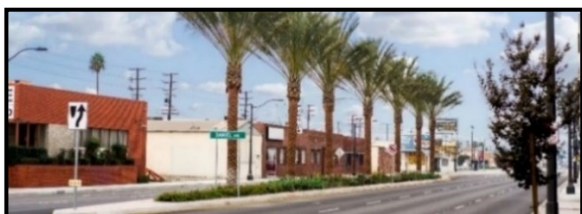
Community Involvement: We are proud to support civic and community activities, which demonstrates our commitment to the progress, health, and well-being of the communities we serve. In services and partnership with our client cities, we have a proven record of active engagement in City and Community events, programs, causes, and initiatives. Our goal is not just to serve as an engineering consultant which is what we are best at, but activity partnering with our clients, to further enhance the City's reputation as an ideal community to live, invest, work, and play in. The Transtech Team is very passionate about giving back, especially through youth empowerment and workshops to encourage middle school and high school students to pursue higher education and to get involved in STEM related fields, like engineering.

EXAMPLES OF PROJECTS:

Transtech has experience in various types of projects, such as:

• Street Rehabilitation and Reconstruction • Traffic Signal and Street Lighting • ADA Improvements • Water, Drainage, Sewer Improvements	• Bridges • Parks and Playgrounds • Parking Structures • Community Centers	• Libraries • City Halls • Fire Stations • Renovation of Historic Buildings
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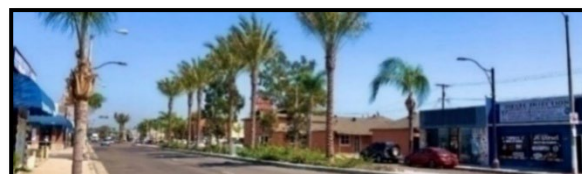
Following are examples of various types of Projects Representative of Transtech's Diverse Projects Experience:



Washington Boulevard Widening and Reconstruction Project (\$38M): Transtech provided Construction Management, Resident Engineer, Inspection, and Office Engineer Services. Located in the City of Commerce, the project included roadway widening, pavement reconstruction, traffic signals, street lighting, landscape, improvements along 2.7 miles of roadway, including improvements at the I-5 and at 710 Freeways ramps. Project funding included Federal, State TCIF-Trade Corridor Investment Fund, METRO Measure R, C Funds. It was managed in compliance with Caltrans LAPM. The project was also a Caltrans Oversight Project.



Rosemead Boulevard Improvements Project (\$20M): Transtech provided Construction Management, Resident Engineer, Inspection, and Office Engineer Services. Located in the City of Temple City, the project included protected bike lanes, traffic signals, street lighting, landscape, improvements along 2 miles of roadway. Project funding included Project funding included Federal, METRO Measure R and Prop C Funds. It was managed in compliance with Caltrans LAPM.



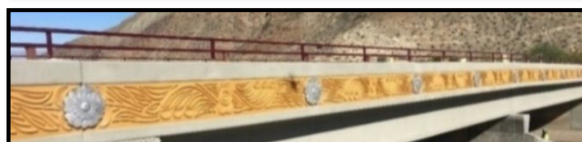
Atlantic Boulevard Corridor Improvement Project (\$4.5M): Transtech provided Construction Management, Resident Engineer, Inspection, and Office Engineer Services. Located in the City of Temple City, the project included protected bike lanes, traffic signals, street lighting, landscape, improvements along 1 mile of roadway. Project funding included METRO Measure R, C Funds. It was managed in compliance with Caltrans LAPM. The project was also a Caltrans Oversight Project.



Cactus Avenue and Nason Street Improvements and 135' Span Bridge Project (\$21M): Transtech provided Construction Management, Resident Engineer, Inspection, and Office Engineer Services. Located in the City of Moreno Valley, the project included street widening and reconstruction, culvert/bridge over flood control channel, utility relocation, traffic signals, street lighting, landscape, improvements along 1.5 miles of roadway. The project was part of the State Local Partnership Program SLPP Grant. It was managed in compliance with LAPM.



State Rte 71/Mission Bl Grade Separation Project (\$40M): Transtech provided Construction Management, Resident Engineer, Inspection, and Office Engineer Services. Located in the City of Pomona, the project included construction of a bridge/grade separation. Project funding included Federal Funds. Caltrans was the oversight/jurisdictional Agency. It was managed in compliance with Caltrans LAPM



Bogert Trail Bridge Widening Project (\$5M): Transtech provided Construction Management, Resident Engineer, Inspection, and Office Engineer Services. Located in the City of Palm Springs, the project included bridge widening, retrofit, and beautification. Project funding included Federal Funds. It was managed in compliance with Caltrans LAPM.



ATP Citywide Crosswalk and Pedestrian Safety Improvement Project (\$1.2M): Located in the City of Cudahy, this project included safe routes to school pedestrian safety improvements near schools and pedestrian activity centers. Transtech provided construction management, resident engineer, inspection, labor compliance and office engineer services.



City of Alhambra Civic Center Library Project (\$30M): Transtech provided plan check, inspection, construction management, and owner representative services, the project included construction of a 45,000 SF Library with an underground parking garage.



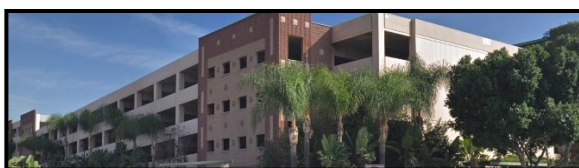
City of Whittier, Uptown Parking Structure (DBB, Design-Bid-Build Project, Project Value: \$12M): The project involved construction of a 4 story, 450 stall parking structure, and includes elements such as bicycle and motorcycle parking and provisions for future photovoltaic panels. The project was delivered as DBB. Transtech served as Construction Manager. This project is located in Whittier.



Renaissance Plaza (\$15M): This project was located in the City of Alhambra and included a parking structure, 10 plex movie theater, retail, and plaza. Transtech served as the City's Building Official, Plan Checker and Inspector for this project including construction manager of the parking structure, public plaza, and other improvements.



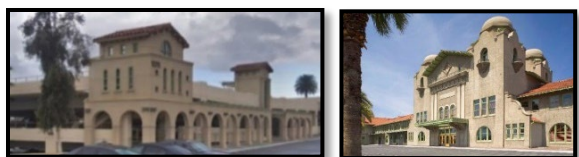
Rosewood Community Center (\$25M): Transtech was retained by the City of Commerce to take over the management of this multimillion-dollar facility which was 2 years behind schedule. Within 5 months, Transtech brought the construction to substantial completion level allowing the City to start the move-in process, and 2 months after, the facility was opened for public use.



Garfield Avenue Parking Structure (\$8.5M): This project included a 5-story level, 600 space parking structure as part of the Alhambra Redevelopment Agency and Downtown Redevelopment. Transtech provided plan check, inspection, construction management and owner representative services.



Riverside County Transportation Commission, Corona Main Street Metrolink Parking Structure and Pedestrian Bridge (25M): This project is in Corona and included 6 level, approximately 1,000 space parking structure, and a pedestrian bridge over railroad tracks. Transtech provided inspection and construction management services for the construction of this federally funded project.



City of San Bernardino Santa Fe Depot/Metrolink Parking Structure and Historic Santa Fe Depot Renovation Project (\$25M): This project included The Parking Structure involved the construction of a 3-level parking structure for 350 cars. Historic Santa Fe Depot Renovation involved renovation for adoptive reuse of 60,000 sf historical Santa Fe Train Depot.



City of Ontario, Great Park (\$120M). Approx. 140 acre park site, including various improvements such as park and playgrounds, stormwater capture and infiltration infrastructure, amphitheater, various buildings, orchard, etc. Project Phase 1-Site Haz-mat clean-up is completed.



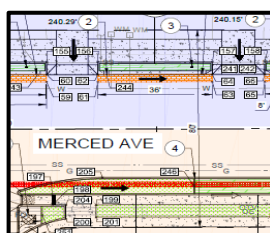
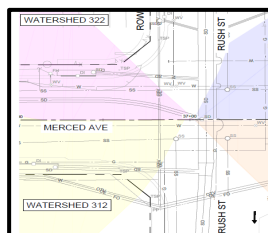
City of Temple City, Primrose Park (\$4M, Prop 68 Funding): The project included constructing a new park with playground, landscaping, parking lot, concrete plaza, lighting, drainage, ADA improvements.

Temple City Park (\$1M): The project included removing old park site and constructing a new park with playground, landscaping, parking lot, concrete plaza, lighting, drainage, ADA improvements.

Live Oak Park (\$35M): This project is currently under construction and will be completed in early 2025. The project included removing old park site and constructing a new park with playground, landscaping, parking lot, concrete plaza, lighting, drainage, ADA improvements.



City of Bell, Pritchard Field Park Project (\$4M, Prop 68 Funding): The project includes construction of new park facility including installation of playground equipment with rubberized safety surfacing, outdoor fitness equipment, shade structures, prefabricated restroom/office building, picnic tables, benches, trash receptacles, park lighting. Construction will commence in June 2024.



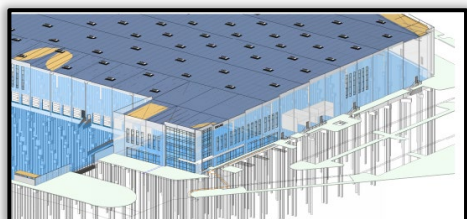
City of South El Monte, Merced Avenue Greenway Improvements Project (\$15M). The proposed improvements include **Stormwater Capture And Infiltration** improvements, permeable pavers along Merced Avenue in South El Monte. Project funding CNRA (Prop 68), Water Board (Prop 1), Measure W (Rio Hondo), United States Bureau of Reclamation, and the Rivers and Mountains Conservancy, for a combined total grant amount of \$9.9 million,



Agency: CITY OF WEST COVINA

Project: Asteria Residential Development (Valuation \$40 m). This development includes 158-unit residential homes.

Transtech is providing Building Official, Plan Check, Inspection, Permit Technician Services. (Transtech also serves as City's Contract City Engineer, City Traffic Engineer)



Agency: CITY OF CARSON

Project: The District at South Bay (Valuation \$175 m). This development includes Industrial Buildings on 73 acres with 5 industrial building with 1,499,492 sq ft and Country Mart project including five (5) restaurant / retail buildings, four (4) drive through restaurants, and one (1) restroom facility building on an approximate 11-acre site. There will be a park component with a performance pavilion, kids playground, event lawn, dog park and gardens. The restroom facility will include public and family restrooms to support the public open space.

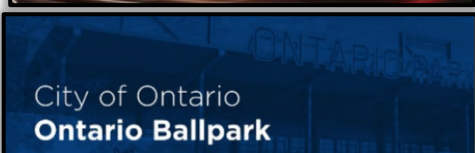
Transtech is providing Building Official, Plan Check, Inspection, Permit Technician Services.



Agency: CITY OF ALHAMBRA

Project: Main Street Collection (Valuation \$23 m). This development includes 4-story mixed-use project with 8,200 sq ft retail space, 52 condos, 9 live/work units, 19 townhomes, and 6 shopkeeper units.

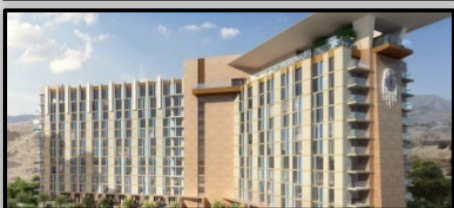
Transtech is providing Building Official, Plan Check, Inspection, Permit Technician Services. (Transtech also serves as City's Contract City Engineer, City Traffic Engineer)



Agency: CITY OF ONTARIO

Project: City's Minor League Baseball Stadium and Parking Garage Project (Valuation \$100 M).

Transtech is providing Project Building Official, Plan Check, Inspection, Services.



Agency: SAN MANUEL BAND OF MISSION INDIANS TRIBE AND CASINO

Project: Casino Expansion/Development (Valuation \$700 m): This project involves Casino's expansion program, which includes casino renovation, new hotel, entertainment center, parking structure, pedestrian bridges, alignment of entry and exit roads, and various other improvements.

Transtech is providing Building Official, Plan Check, Inspection, Services.



Agency: CITY OF AZUSA

Project: The Orchard Mix-Use-Development. (Valuation \$55 m). The project included Mixed-use project including 163 residential units, 23,000 S.F. of retail, Laemmle Theater, and parking garage.

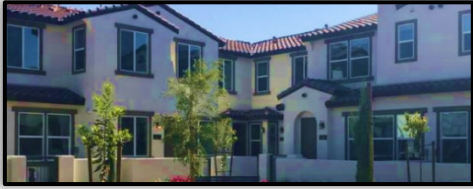
Transtech is providing Building Official, Plan Check, Inspection, Permit Technician Services.



Agency: CITY OF COMMERCE

Project: Warehouse with Office Space Development (Valuation \$20 m). This development includes one-story of warehouse with mezzanines for office use of 114,898 square feet of total floor area in a 5.65-acre lot.

Transtech is providing Building Official, Plan Check, Inspection, Permit Technician Services. (Transtech also serves as City's Contract City Engineer, City Traffic Engineer)



Agency: CITY OF TEMPLE CITY

Project: Blossom Walk Residential Development (Valuation \$6 m). This development includes 24-unit condominiums and 4 single family homes.

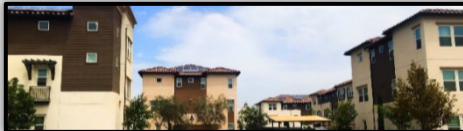
Transtech is providing Building Official, Plan Check, Inspection, Permit Technician Services. (Transtech also serves as City's Contract City Engineer, City Traffic Engineer)



Agency: CITY OF BELL

Project: Residential Development. (Valuation \$4 m). This development includes new 14 new two-story detached single-family dwellings.

Transtech is providing Building Official, Plan Check, Inspection, Permit Technician Services.



Agency: CITY OF SOUTH EL MONTE

Project: Chico Residential Development (Valuation \$15 m). This development includes 13 buildings with 70 residential units.

Transtech is providing Building Official, Plan Check, Inspection, Permit Technician Services. (Transtech also serves as City's Contract City Engineer, City Traffic Engineer)



Agency: CITY OF SOUTH PASADENA

Project: 820 Mission Development LLC (Project Value: \$10M). This project is a new office building with one residential unit above, new 15-unit townhome cluster with office fronting Mission Street with one-level subterranean parking, convert existing 3-story industrial building into 9 residential units, construct 13 townhome units.

Transtech is providing Building Official, Plan Check, Inspection, Permit Technician Services.



Agency: SNOQUALMIE INDIAN TRIBE, WASHINGTON

Project: Casino expansion (Valuation \$195 m). This development includes 5 phases with 1,188,000 sq ft to include casino remodel, podium, hotel tower, parking structure, valet parking.

Transtech is providing Project Building Official, Plan Check, Inspection, Services.

Agency: TEJON INDIAN TRIBE

Project: Hard Rock Casino and Resort (Valuation Phase I, Casino Valuation \$800 M; Valuation Phase II, 13 Story High-Rise Resort, Hotel and Hard Rock Live Entertainment Menu, \$12. Billion).

Transtech is providing Project Building Official, Plan Check, Inspection, Services.

WATER, SEWER SD PROJECTS:

- **State Street Water Treatment Facility Project (SRF/State Funded) (WA-212),** City of Chino; Project Cost: \$34.0m
- **Well 17 Equipping Project (WA-214),** Project Owner: City of Chino; Project Cost: \$4.0m
- **Central Avenue and Dupont Avenue Water Mainline Replacement Project.** City of Chino; Project Cost: \$4.5m
- **Eastside Water Treatment Facility (EWTF) Expansion Project (SRF/State Funded) (WA-19C),** City of Chino; Project Cost: \$15m
- **Azusa Avenue Lift Station Construction,** City of West Covina; Project Cost: \$4.5m

3.b. References

CITY OF ALHAMBRA

Services Provided: City Engineer, City Traffic Engineer, City Building Official, Plan Check, Inspection, CIP Management, Construction Management, Grant Writing and Administration, General Engineering
 Service Duration: Started in 1993 – Ongoing Service
 Contact: Lucy Garcia, Assistant City Manager; T: 626-570-3257; E: lgarcia@cityofalhambra.org

CITY OF COMMERCE

Services Provided: City Engineer, City Traffic Engineer, City Building Official, Plan Check, Inspection, CIP Management, Construction Management, Grant Writing and Administration, General Engineering
 Service Duration: Started in 2015 – Ongoing Service
 Contact: Ernie Hernandez, City Manager; T: 323-722-4805 ; E: ehernandez@ci.commerce.ca.us

CITY OF CUDAHY

Services Provided: City Engineer, City Traffic Engineer, City Building Official, Plan Check, Inspection, CIP Management, Construction Management, Grant Writing and Administration, General Engineering
 Service Duration: Started in 2015 – Ongoing Service
 Contact: Alfonso Noyola, City Manager; T: 323-773-5143; E: anoyola@cityofcudahyca.gov

CITY OF MONTEREY PARK

Services Provided: City Engineer, City Traffic Engineer, City Building Official, Plan Check, Inspection, CIP Management, Construction Management, Grant Writing and Administration, General Engineering
 Service Duration: Started in 2013 – Ongoing Service
 Contact: Shawn Igoe, Director of Public Works; T: 626-307-1320 ; E: sigoe@MontereyPark.ca.gov

CITY OF ROSEMEAD

Services Provided: City Engineer, City Traffic Engineer, City Building Official, Plan Check, Inspection, CIP Management, Construction Management, Grant Writing and Administration, General Engineering
 Service Duration: Started in 2022 – Ongoing Service
 Contact: Ben Kim, City Manager; T: 626-569-2169; E: bkim@cityofrosemead.org

CITY OF SOUTH EL MONTE

Services Provided: City Engineer, City Traffic Engineer, City Building Official, Plan Check, Inspection, CIP Management, Construction Management, Grant Writing and Administration, General Engineering
 Service Duration: Started in 2018 – Ongoing Service
 Contact: Rene Salas, City Manager; T: Phone: 626-579-6540; E: rsalas@soelmonte.org

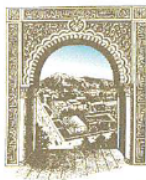
CITY OF TEMPLE CITY

Services Provided: (Year started and completed: 2013 – Ongoing Service)
 City Engineering Services; Traffic Engineering; CIP Management; Federally Funded Project Management; Engineering Design; Public Works Permit Inspections; Map Check; Building & Safety Services (Building Official, Plan Check, Inspection)
 Contact: Bryan Cook, City Manager; T: 626-285-2171; E: bcook@templecity.us

CITY OF ONTARIO

Services Provided: Plan Check, Inspection, Capital Project Management, Construction Management.
 Service Duration: Started in 2020 – Ongoing Service
 Contact: Dan Beers, Design & Construction Director;
 T: 909-395-2806; E: Dbeers@ontarioca.gov

THE FOLLOWING ARE A FEW REFERENCE LETTERS:



Gateway
to the
San Gabriel Valley

111
South First Street
Alhambra
California
91801

626
570-5010

FAX
281-2248

City of Alhambra

Office of the City Manager

12.05.2024

I am pleased to write this letter of recommendation for Transtech Engineers, Inc., a valued partner of the City of Alhambra for nearly 30 years. Since 1993, Transtech has provided high-quality services across a range of areas, including City Engineering, Traffic Engineering, Building and Safety, CIP Management, Grant Writing and Administration, and more.

Transtech's professionalism, expertise, and commitment to exceptional service have made them an integral part of our City's operations. Their team has consistently delivered excellence in roles such as Building Official, Permit Technician, Building Inspector, Plan Check/Review, City Engineer, and City Traffic Engineer. Additionally, their support for Public Works and Community Development through planning, design, construction management, and inspection has been invaluable.

What sets Transtech apart is their dedication to customer service and responsiveness. Whether working with City staff, residents, or stakeholders, Transtech exemplifies a collaborative and solution-oriented approach that builds trust and fosters strong relationships. Their team's expertise is matched by their professionalism and genuine care for the community they serve.

Over the years, Transtech has played a vital role in managing and executing key projects that have shaped Alhambra's growth and infrastructure. Their attention to detail, ability to navigate complex challenges, and commitment to delivering high-quality work make them a trusted and dependable partner.

The City has consistently been impressed with Transtech's ability to exceed expectations. Their leadership, principal-level involvement, and focus on customer care ensure that every interaction is met with professionalism and a strong sense of purpose. Their ability to integrate seamlessly into our operations and meet the evolving needs of our City is a testament to their expertise and dedication.

It is with great confidence that I recommend Transtech Engineers, Inc. to any organization seeking a reliable, innovative, and community-focused partner. Their nearly three decades of service to Alhambra speak to their exceptional capabilities and unwavering commitment to excellence.

If you have any questions or require additional information, please do not hesitate to contact me at 1-626-570-3257.

Sincerely,

Lucy Garcia
Assistant City Manager
Management Services Department
lgarcia@alhambraca.gov



PRINTED ON RECYCLED PAPER

MAYOR:
STEVEN LY

MAYOR PRO TEM:
MARGARET CLARK

COUNCIL MEMBERS:
SANDRA ARMENTA
SEAN DANG
POLLY LOW



City of Rosemead

8838 E. VALLEY BOULEVARD
ROSEMEAD, CALIFORNIA 91770
TELEPHONE (626) 569-2100
FAX (626) 569-2303

December 2, 2024

RE: Trantech Engineers, Inc. – Letter of Recommendation

To whom it may concern,

It is my pleasure to provide this letter of reference for Trantech Engineers, Inc., a firm that has become a vital partner to the City of Rosemead. Their professionalism, technical expertise, and unwavering commitment to excellence have been instrumental in supporting our City's infrastructure, operations, and community services in both the Public Works and Community Development Departments.

Trantech provides comprehensive City Engineering and Building and Safety services to Rosemead, which include roles such as Building Official, Plan Check, Building Inspection, Public Works Engineering, Traffic Engineering, CIP Management, Construction Management, and Grant Writing and Administration. In addition, they support the City with as-needed professional services like project planning, design, management, and inspection.

Their contributions to our Capital Improvement Program (CIP) have been remarkable, helping us complete a variety of projects ranging from infrastructure upgrades to park enhancements and pavement rehabilitation. Trantech's ability to guide projects from concept to completion, while ensuring compliance with all technical and regulatory requirements, has been invaluable.

Their Building and Safety team consistently demonstrates their expertise through efficient plan reviews, thorough inspections, and responsive customer support. By integrating modern solutions such as an electronic portal and providing counter services, Trantech has streamlined our processes and ensured accessibility for residents, applicants, and businesses.

What sets Trantech apart is their strategic approach to securing funding for key City projects. Their efforts have resulted in substantial grant awards, including over \$100 million for the 710 North Corridor Mobility Improvements Project. These achievements are a testament to their ability to deliver results that align with the City's goals and priorities.

Trantech's team has always been approachable, responsive, and deeply committed to serving the Rosemead community. Whether collaborating with City staff or interacting with residents, their professionalism and dedication shine through in every aspect of their work. They have truly become an extension of our City team, ensuring that our shared vision for Rosemead's growth and development becomes a reality.

Additionally they have been great community partners in supporting various community related events and initiatives that are important to the City such as backpack giveaway for the youth, participating in school initiatives, and more.

Based on my experience, I highly recommend Trantech Engineers, Inc. Their expertise, dedication to quality, and focus on customer service make them an outstanding partner for any city or organization.

Sincerely,

Ben Kim
City Manager



CITY OF SOUTH EL MONTE

1415 SANTA ANITA AVENUE
SOUTH EL MONTE, CALIFORNIA 91733
(626) 579-6540* FAX (626) 579-2107

December 3, 2024

In South El Monte, we value partnerships that reflect our community's commitment to collaboration, dedication, and progress. Transtech Engineers, Inc., a trusted partner since 2016, embodies these qualities in their work with our City, providing expertise and proactive solutions that support our Public Works and Community Development Departments.

Transtech delivers comprehensive City Engineering and Building and Safety services, including City Engineer, Traffic Engineer, Building and Safety, CIP Project Management, Public Works Engineering, Construction Management, Grant Writing and Administration, and as-needed professional services. Their seamless integration into City operations has allowed us to provide exceptional services to residents and businesses.

As part of the City's Capital Improvement Program (CIP), Transtech provides turn-key project management from inception to construction. Their team has successfully delivered complex projects, including pavement rehabilitation, traffic signal improvements, sidewalks, parks, and facilities enhancements. With a focus on quality and community impact, they ensure projects are completed efficiently, on schedule, and within budget, while securing funding and maintaining regulatory compliance.

Transtech has also secured millions in funding and delivered transformative projects such as HSIP and ATP initiatives, improving traffic safety, accessibility, and infrastructure throughout South El Monte.

Their Building and Safety team excels in plan check services, ensuring compliance with all applicable codes and regulations. Through timely reviews, responsive counter support, and modern tools like an electronic portal, Transtech has made the process efficient and accessible for residents, businesses, and developers.

Beyond their technical expertise, Transtech actively engages with the community, supporting events, youth programs like Harvard Day, and organizations through partnerships with the Chamber of Commerce. Their dedication to fostering strong connections reflects their genuine commitment to South El Monte's well-being.

Transtech's focus on quality, timeliness, and customer service has strengthened our ability to meet the needs of our growing community. I confidently recommend Transtech Engineers, Inc. Their dedication to excellence and community engagement continues to make a lasting impact in South El Monte, and I am certain they would be an invaluable asset to any organization.

Sincerely,

Rene Salas, City Manager

CITY OF MONTEREY PARK

320 West Newmark Avenue • Monterey Park • California 91754-2896
www.montereypark.ca.gov

**City Council**

Henry Lo
 Vinh Ngo
 Jose Sanchez
 Thomas Wong
 Elizabeth Yang

City Clerk

Maychelle Yee

City Treasurer

Amy Lee

December 23, 2024

I am pleased to provide this letter of reference for Transtech Engineers, Inc., a trusted partner to the City of Monterey Park since 2013. Their comprehensive services and collaborative approach have made them an invaluable extension of our staff, working closely with department directors to serve our community effectively.

Transtech provides a wide range of services, including City Engineering, Traffic Engineering, Building Official duties, Building Inspection, Plan Check, CIP Management, Grant Writing and Administration Support, and General Engineering. Their expertise has been instrumental in managing complex projects and delivering unique city initiatives.

Notably, Transtech has been especially helpful in expediting the delivery of the City's CIP projects. This includes serving as the project and construction manager for numerous city projects, including parks, playgrounds, pavement rehabilitation, ADA projects, and water and sewer upgrades throughout the City. They have also been instrumental in securing substantial funding allocations for critical transportation infrastructure improvements. Their Building and Safety team, led by the Building Official, has been integral in ensuring that plan checks, inspections, and permitting processes are conducted quickly, efficiently, thoroughly, and in full compliance with applicable codes and standards. The use of an electronic portal and counter support has further streamlined these processes, ensuring excellent customer service for residents, applicants, and businesses.

Transtech remains customer service-oriented and professional in all its interactions with City Staff, the public, applicants, and residents. They are highly responsive to the City's and the community's needs, providing excellent service and fostering trust with those they work alongside.

Their professionalism, reliability, and proactive approach extend across all work areas. Whether managing large-scale CIP projects or providing essential Building and Safety services, Transtech consistently delivers quality results that meet and exceed expectations. Their professionalism, reliability, and proactive approach have made an impact on our operations and the community we serve.

Transtech goes above and beyond its technical services, continuously participating in and supporting many community events and activities in the City.

I am very confident in recommending Transtech Engineers, Inc. Their professionalism, dedication to customer service, and ability to deliver results make them an outstanding partner for any city or agency.

Sincerely,

Inez Alvarez
 City Manager

Pride in the Past • Faith in the Future

CITY OF

303 EAST B STREET | ONTARIO, CALIFORNIA 91764



ONTARIO

(909) 395-2000 FAX (909) 395-2070 OntarioCA.gov

PAUL S. LEON
MAYOR

DEBRA PORADA
MAYOR PRO TEM

ALAN D. WAPNER
JIM W. BOWMAN
RUBEN VALENCIA
COUNCIL MEMBERS

SHEILA MAUTZ
CITY CLERK

JAMES R. MILHISER
TREASURER

SCOTT OCHOA
CITY MANAGER

December 02, 2024

Subject: Transtech Engineers, Inc. Reference Letter

To Whom It May Concern:

It is my pleasure to write this reference letter for Transtech Engineers, Inc. based on my experience with them in the City of Ontario.

Transtech serves as City's project and program manager for various CIP Projects, including some of the largest. Transtech also provides Project Specific Building Official, Plan Check, Inspection and Permit Processing Services to the City.

They have always been professional and courteous with all of their interactions with the City and the public and provide highest quality services in an efficient and cost-effective manner. They have extensive public works, engineering, and building and safety knowledge and experience. Their commitment to quality and quick responsiveness for any needs the City may have sets them apart from others.

On behalf of the City, and based on my professional experiences with Transtech, I highly recommend their services.

If you have any further questions, please feel free to contact me.

Sincerely,

Dan Beers
Design & Construction – Principal Project Manager
P: 909.395.2806 | C: 818.388.0212 | F: 909.395.2601
dbeers@ontarioca.gov

City of Ontario
1333 S. Bon View Ave
Ontario CA, 91761

3.c. Staff Qualifications and Resumes

3.c.1 STAFF QUALIFICATIONS

Transtech has a large pool of well experienced staff with credentials and certifications and proven track record in providing City Engineering Services in a timely, efficient, cost-effective and customer friendly manner:

- Our staff and resources include **approximately 250 professionals**, including project managers, civil engineers, designers, traffic and transportation analysts, technicians plan and map checkers, surveyors, inspectors, construction managers, building officials, building plans examiners, building inspectors, planners and support personnel.
- One of the unique qualifications of Transtech is that we serve public agencies as municipal contract service providers. **Several of our senior staff members have previously worked for Public Agencies in various capacities, such as Public Works Director, City Engineer, City Traffic Engineer, CIP Manager, Building Official, Planner, and various other capacities.**
- We have extensive **experience working with Public Agencies in similar assignments.** We are **accustomed to working with governmental agencies**, and have a **good understanding of public agency issues, procedures, and policies.**

3.c.2 RESUMES

AHMAD ANSARI, PE, Contract Principal-in-Charge



Education

- BS in Engineering, MBA

Registrations/Certifications

- Licensed Civil Engineer

Highlights

Mr. Ansari has over 30 years of past experience in City and County Public Works and has worked at several municipalities in Southern California, including:

- City of Moreno Valley- Public Works Director/City Engineer
- City of Rialto- Public Works Director/City Engineer
- City of Perris- Public Works Director
- City of Pomona- Deputy Public Works Director/Assistant City Engineer.

He has managed CIP Programs and Public Works Operations, and served as the responsible in charge of numerous multi-disciplinary teams, including:

- Capital Improvement Program project management and delivery; Real Property/Right of Way acquisition and management; Traffic and Transportation engineering; Private Development/Entitlement process review and approval; Maintenance and Operations including roads, storm drains, sewers, parks, facilities, traffic signals, signs/stripping, fleet; Special Districts, Landscape/Lighting Assessment; Electric Utility

MELISSA DEMIRCI, RSP, Principal, Municipal Services Manager



Education:

- BS Civil Engineering, Cal Poly Pomona

Registrations/Certifications:

- Licensed Roadway Safety Professional

Highlights:

Ms. Demirci brings over 15 years of experience in public relations, stakeholder engagement, and contract management for public works, capital projects, and construction management. With a B.S. in Civil Engineering from Cal Poly Pomona, she has a strong background in municipal and public sector projects, serving as contract principal and cultivating relationships with municipalities, counties, agencies, and community stakeholders. Her experience includes managing construction projects, serving on municipal and county boards, and working with the City of Los Angeles Mayor's Office Energy and Environment Team, where she aligned complex civic initiatives with community needs. In this role, Melissa will support the community and stakeholder outreach, leveraging her skills in public speaking, presentations, and communications to ensure transparency and engagement. Her technical expertise in traffic and transportation engineering includes chairing Traffic Committees and regularly working with residents and community members to address infrastructure needs. This knowledge adds a valuable perspective, particularly in aligning access, safety, and

logistics with community and regulatory standards.

MICHAEL DAVID LLOYD, PE, TE, QSD, QSP, Sr. Engineer



Education

- MS Civil Engineering, Texas A&M University; BS Civil Engineering, Southern Methodist University; MS Public Policy, Georgetown University

Registrations/Certifications

- Licensed Civil Engineer; Licensed Traffic Engineer

Highlights

Mr. Lloyd has over 30 years of experience, including working in both public and private sector as Traffic Engineer. He has a broad knowledge of municipal government operations, including preparation and presentation of staff reports/resolutions to city councils, committees and interaction with public, various city departments, city council and other governmental agencies.

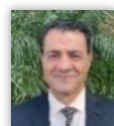
Mr. Lloyd has worked for the City of Moreno Valley for 18 years and served in various capacities, and worked on many projects, including traffic engineering projects, such as:

- Two Active Transportation Program (ATP) trail construction projects as well as securing construction funding for a third ATP trail segment.
- Local Roadway Safety Plan (LRSP) completion that led to Highway Safety Improvement Program (HSIP) project funding.
- Multiple projects consisting of traffic signal design/construction adjacent to a high school.
- Roadway widening with traffic signal modifications.
- Class II bicycle lane and traffic signal upgrades design/construction funded with state BTA grant.
- Traffic signal modifications and raised median funded with Federal HSIP grant.
- Traffic study and alignment study for a General Plan Update to include a new multi-jurisdictional segment of roadway on the Circulation Element,

Experience working in private sector:

- **Kimley-Horn and Associates, Inc., California:**
- **Kimley-Horn and Associates, Inc., Texas:**
- **Innovative Transportation Solutions, Inc.:**

MOHAMMAD MOSTAHKAMI, PE, Sr. Engineer



Education

- BS in Civil Engineering

Registrations/Certifications

- Licensed Civil Engineer

Highlights

Mr. Mostahkami has over 35 years of experience. His experience includes working for various Public Agencies as Public Works Director, City Engineer, Project Engineer, Plan Checker, Designer, including for the Cities of:

- Downey, PW Director
- South Gate, PW Director, City Engineer,
- Arcadia, Civil Engineer.

His experience includes:

- Was Active member of Metro Technical Advisory Committee, Gateway Cities Council of Government Transportation Committee, I-710 Major Corridor Technical Advisory Committee and Gateway Water Management Authorities
- Extensive experience in management of Federal, State, Metro and other grant funded Public Works and Parks projects
- Extensive experience in preparation of 5 year CIP and annual operating budget and administration
- Extensive experience in management and administration of traffic control system, traffic signal synchronization, traffic calming and traffic safety enhancement
- NPDES and TMDL Compliance activities experience
- Secured over \$60 million in SR2S, HSIP, Measure R and M Metro Early Action Call for project, AQMD and other grant funds.

OKAN DEMIRCI, PE, QSD, QSP, MBA, Sr. Project Manager



Education:

- BS in Engineering, MBA Business Admin

Registrations/Certifications

- Registered Civil Engineer; Caltrans Resident Engineer Academy

Highlights

Mr. Demirci has approximately 15 years of experience. Mr. Demirci serves as Assistant Public Works Director, City Engineer, CIP Program Manager, Resident Engineer at Transtech's Contract Cities and provides technical and management support. He completed Caltrans Resident Engineer Academy, and is very familiar with the management and administration of federally and state funded projects in compliance with Caltrans Local Assistance Procedures Manual (LAPM). Mr. Demirci works as CIP Program Manager at various Transtech's Contract Cities, and manages various capital improvement programs including state and federal funded programs such as CDBG, HSIP, ATP, Metro Call for Projects, SR2S, etc. Following are few examples of projects Where Mr. Demirci served in various capacities, including Project Manager, Construction Manager, Resident Engineer:

- o Slauson Traffic Congestion Relief Project (Federally Funded), City of Maywood. Intersection widening at major City corridor, including R/W acquisition, traffic signal modification, asphalt and concrete improvements. Cost: \$10m.
- o Washington Boulevard Widening and Reconstruction Project (Federally Funded), City of Commerce/Caltrans. Widening and reconstruction of 2.7 miles of Roadway (including approx. 3,500 tons rubberized AC overlay), median construction, streetlights, SCE undergrounding, ADA improvements, landscaping, and hardscaping. Cost: \$40m.
- o Rosemead Boulevard Improvements Project (Federally Funded), City of Temple City. Roadway widening and reconstruction of 2 miles of roadway (including approx. 6,000 tons rubberized AC overlay), class IV bike lanes, ADA improvements, street lighting, beautification, landscaping, and hardscaping. Cost: \$20m.
- o Eastside Water Treatment Facility (Federally Funded), City of Chino. Expansion of water treatment facility (the treatment capacity from 3,500 gpm to 7,000 gpm), includes pre-filters, Granular Activated Carbon (GAC) vessels, and an ion exchange system, construction of dual brine pipelines. Cost: \$20m.
- o Riverside Dr Street Rehab, City of Chino. Asphalt reconstruction, storm drain installation, ADA improvements (curb&gutter, sidewalk, curb ramps), traffic signal improvements. Cost: \$7.5m.
- o El Prado Rd Reconstruction Project, City of Chino. Asphalt full depth reclamation (FDR), concrete improvements (sidewalk, curb ramp, curb & gutter, etc.), traffic signal, signing and striping. Cost: \$3.0m.
- o City's Annual Pavement Management Program, City of Commerce. Managed City's PMP since 2015, prepared PS&E following recommendations from PMP and managed construction. Cost: \$20m.
- o City's Annual Pavement Management Program, City of Temple City. Managed City's PMP since 2015, prepared PS&E following recommendations from PMP and managed construction. Cost: \$15m.
- o City's Annual Pavement Management Program, City of West Covina. Managed City's PMP since 2019, prepared PS&E following recommendations from PMP and managed construction. Cost: \$20m.
- o 30 HSIP Traffic Signal Improvements at Various Transtech Client Cities (Federally Funded). Worked as Resident Engineer on various HSIP funded Traffic Signal Improvements projects for various Transtech Client Cities. Cost: \$40m.
- o 15 ATP Pedestrian Safety and Safe Routes to School Improvement Projects at Various Transtech Client Cities (Federally Funded). Worked as Resident Engineer on various pedestrian safety projects for various Transtech Client Cities. Cost: \$35m.

BAHMAN JANKA, TE, Principal Traffic Engineer



Education

- MS, BS in Civil Engineering

Registrations/Certifications

- Licensed Traffic Engineer

Highlights

Mr. Janka has over 35 years of experience in Traffic Engineering and Transportation Planning.

He is providing Contract Traffic Engineering Support at City of Temple City, City of Rosemead, City of Monterey Park, City of South El Monte, City of Maywood, City of Alhambra, City of Commerce, City of San Marino

In his prior He has served as City Traffic Engineer and Transportation Administrator/Deputy Director for public agencies, including:

- City of Pasadena, California: Transportation Administrator/Deputy Director
- City of Santa Clarita, California: City Traffic Engineer
- City of Fremont, California: Associate Transportation Engineer
- City of Palo Alto, California: Associate Transportation Engineer
- Entranco Engineers, Bellevue, Washington: Transportation Engineer.

Professional Organizations/Committees

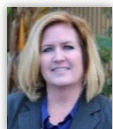
- Chaired (10 years) the Streets and Freeways Subcommittee of Metro and current member

- Former Chair of San Gabriel Valley Council of Governments' (SGVCOG) Public Works Technical Advisory Committee (TAC)
- Former President for Southern California Section of Institute of Transportation Engineers (ITE)
- Member of National Association of City Transportation Officials (NACTO)
- Member of American Public Works Association (APWA)
- Member of City and County Engineers Association (CCEA)
- Member of ITE's Urban Traffic Engineering Council and Expert Witness Council
- Member of Association of Pedestrian and Bicycle Professionals (APBP)
- Member of City Traffic Engineers Association (CTE)

Papers/Presentations/Accomplishments

- Have presented topics at local Southern California Section of ITE
- Presented a topic at first Southern California ITS Summit in October 2006
- Presented a paper at ITE Annual Meeting in Hawaii in June 2006
- Won ITE's best Scribe award among 13 western states for year 1998-1999
- Presented a paper at the 4th International Civil Engineering Conference in May 1997
- Co-authored and published a paper in January 1992 of ITE Journal
- Presented papers at ITE Annual Meetings in 1985 and 1991

JANA ROBBINS, PTP, RSP, Sr. Transportation Planner (Director of Traffic Engineering and Transportation Planning)



Education

- BA, Cal Poly Pomona

Registrations/Certifications

- Licensed Professional Transportation Planner

Highlights

Ms. Robbins has 30 years of experience. She serves as one of Transtech representatives at various Cities, prepares traffic safety and calming studies, stop and signal warrants/studies, traffic impact studies, traffic calming reports, parking studies, responds to requests from Public and City Officials and attends Traffic Commission, Planning Commission, City Council Meetings as well as Design Review Board meetings. On behalf of client Cities, reviews traffic impact studies and parking analysis submitted by developers and represents contract Cities at Commission meetings when these projects are reviewed. She works directly with staff in the departments of public works, planning, engineering, and community development at each client city. She attends community forums and neighborhood block meetings to discuss and answer questions about current and future traffic conditions. She prepares traffic impact studies for development projects in Southern California, which involves the coordination with developers, as well as local and regional agencies.

Her project experience includes:

- **Contract Traffic Engineering Support at City of Temple City, City of Rosemead, City of Monterey Park, City of South El Monte, City of Maywood, City of Alhambra, City of Commerce, City of San Marino:** As part of Transtech's Municipal Services Contract, Ms. Robbins serves as the Transtech representative for Traffic Engineering Services. In this capacity she prepares traffic safety and calming studies, stop and signal warrants/studies, traffic impact studies, responds to City requests, citizen complaints and attends Traffic Commission meetings. She also reviews traffic impact studies submitted by developers, provides traffic study guidelines (scoping) to consultants preparing TIA's and represents the City at planning commission and council meetings when these projects are reviewed and presented. Part of her duties also includes assessing safety for pedestrians, buses and bicycles by reviewing master plans completed for transit and bicycles as well as safe walk to school routes.
- **Preparation of Traffic Impact Studies (TIA):** These studies are prepared to assess transportation impacts of proposed developments and to determine the changes in traffic and traffic control devices that will be needed in the future with the added development or land use change. The preparation of TIA's includes; Identification of impact mitigation plans, coordination with City or agency planning and traffic engineering departments. This includes the supervision of field technicians and in the field collection of traffic related data, preparing a local traffic model, conducting a level of service analysis at each study intersection and street segment, identification of mitigation measures and report preparation.
- **School Site Review:** This task includes the observation and analysis of school sites as related to traffic and safety. This includes suggesting drop off/pick up procedures for parents and buses, driveway assessment and signage, field review of existing signing, striping, school drop off, pick up, school crosswalks, sidewalks, crossing guard locations and the identification of future measures that will improve the traffic safety.
- **General Plan Updates, Circulation Elements and TIA:** Preparation of circulation element and TIA for the City's General Plan update. Identification of impact mitigation plans, coordination with the City planning and traffic engineering department and Caltrans. This included the supervision of field data, traffic modeling, level of service analysis, identification of mitigation measures and report preparation.
- **Specialty Studies:** Travel Time and Delay, License Plate Studies, Pedestrian Movement Studies, Bicycle Usage Studies, Truck Movement Studies, On Street Parking Assessment in Commercial Districts, Assessment of Cut-Thru Traffic for various Agencies and Private Developers; Parking Occupancy Studies for Various Cities and Developers; Engineering and Radar Speed Survey for Various Cities.

MICHAEL ACKERMAN, PE, QSD, QSP, QISP, Sr. Engineer

Education

- BS in Engineering

Registrations/Certifications

- Licensed Civil Engineer

Highlights

Mr. Ackerman has approximately 25 years of experience. His experience includes working at public agencies, as well as in private consulting. At Transtech, he has been working as a Sr. Engineer at various Transtech City Engineering Contracts. He has a broad knowledge of municipal government operations, including preparation and presentation of staff reports/resolutions to city councils, committees and interaction with public, various city departments, city council and other governmental agencies.

Mr. Ackerman's experience also includes working at various positions for public agencies including:
• Caltrans:

Mr. Ackerman was a civil transportation engineer for Caltrans District 8 where he was involved in the design and construction of various projects.

- **Construction Division:** In the Construction Division, Mr. Ackerman was Resident Engineer for various projects, including:

- Watson Wash Bridge Replacement Right (Rte 40)
- Replacement of Drains and Earthwork (Rte 40)
- Fenner Overhead Bridge Replacement (Replacement of two bridges over BNSF Railroad, Rte 40).

- **Design Division:** Designed plans, specifications, and estimates for the rehabilitation of Route 10 freeway from the Riverside/San Bernardino County line to Beaumont.

- **Traffic Operations Division:** Performed studies and analyses to interpret and mitigate above average accident volume areas on highways and freeways. Also, he performed traffic studies.

• City of San Bernardino:

Mr. Ackerman worked at the City of San Bernardino as a Civil Engineer. He was involved in many projects including Development Review and Plan Check, design and review of Street Improvement Plans, Rough and Precise Grading Plans, Sewer Plans, Storm Drain Plans, Street Lighting Plans, Storm Water Pollution Prevention Plans, Water Quality Management Plans, Geotechnical Reports, and Hydrology/Hydraulic Studies, land development, industrial, commercial, residential, and transportation development projects including Tract and Parcel Maps. He also directed and performed plan check of improvement plans submitted by developers to the City. Also, he represented the City of San Bernardino at the South Tehachapi Management Team meetings, coordinated with San Bernardino County Flood Control and FEMA for the certification of City levees and updating of the Flood Insurance Rate Maps (FIRM), and oversaw permitting and tracking of Land Development Projects through the Division of Public Works/Engineering. In addition, Mr. Ackerman has worked intimately with Planning and Building and Safety Divisions on Land Development Projects.

• City of Huntington Park:

Mr. Ackerman worked for the City as City Engineer. He was responsible for the engineering operations, plan check, CIP Management.

ALI F. ZAGHARI, PE, PMP, Sr. Engineer (PM/Coordination Support in Caltrans Permit Involved Projects)

Education

- MS, BS in Civil Engineering

Registrations/Certifications

- Registered Civil Engineer

Highlights

Mr. Zaghari has over 35 years of experience in Transportation Management & Operations at various capacities in the California Department of Transportation (Caltrans). His career path includes a number of key managerial positions in Caltrans leading to his last position as the Deputy District Director (DDD) for Traffic Operations at Caltrans District 7 in Los Angeles. As a member of District 7 Executive Team, Mr. Zaghari was responsible for policy, development and implementation of the traffic operations assets and the safe mobility of all users of the State Highway System (SHS) consisting of approximately 1500 center miles of freeways and conventional highways in Los Angeles and Ventura counties. He managed an operating budget of approximately \$70M encompassing both operations management and capital outlay support needs. The organization under his leadership included critical functions such as Intelligent Transportation Systems (ITS), Traffic Design, District Traffic Manager (DTM), Corridor Management, System Performance, and Encroachment Permits.

ROBERT QUINTERO, Sr. Project/Construction Manager (Utility Coordination/PM/CM Support)

Education:

- BS Urban & Regional Planning; MBA

Registrations/Certifications:

- Licensed General Contractor B

Highlights:

With over 25 years of experience in government relations, city administration, city planning, public works, and utility coordination, Mr. Quintero has established himself as a trusted leader in municipal operations and infrastructure development. His career is marked by a proven ability to manage complex projects, engage diverse stakeholders, and deliver impactful results for the communities he serves.

Key Accomplishments and Expertise:

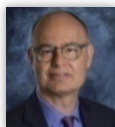
- **Municipal Government Operations:** Extensive knowledge of municipal operations, including the preparation and presentation of staff reports, resolutions, and strategic recommendations to city councils, committees, and public forums. Skilled in fostering collaboration across city departments, governmental agencies, and the public to achieve consensus and drive progress.
- **Project Management:** Successfully managed multi-disciplinary teams in the planning, design, construction, and execution of high-profile public works projects, including **parking structures, fire stations, civic centers, community centers, and infrastructure improvements**. Served as the **owner's representative through the design and construction phases**, ensuring projects were delivered on time, within budget, and to the highest quality standards.
- **Utility Coordination:** Recognized as a subject matter expert in utility distribution, providing advisory services to municipalities and ensuring compliance with industry standards. Notably, redesigned a utility distribution system for the **City of Rancho Palos Verdes**, achieving significant cost savings while meeting Southern California Edison (SCE) and industry standards.
- **Stakeholder Engagement:** Demonstrated ability to build and maintain strong relationships with city councils, public agencies, private contractors, and community stakeholders to ensure project success and alignment with community needs.

Recent Project Experience:

- **City of Ontario:** Serving as **Project Manager/Construction Manager (PM/CM)** and **owner's representative** for multiple high-impact projects, including:
 - **Fire Station #1 Improvements** (Completion: Late Spring 2025)
 - **Fire Department Administration Building** (Completion: Early 2026)
 - **City Hall Parking Structure** (Completion: August 2025)
- **City of Rancho Palos Verdes:** Led the **Land Slide Utility Service Alternatives Review and Management**, providing critical oversight and innovative solutions to address complex utility challenges. Served as the **owner's representative** throughout the project lifecycle.
- **Chino Valley Fire District (CVFD):** Serving as **PM/CM** and **owner's representative** for the construction of a **new fire station**, with construction set to begin in July 2025. Also serving in the capacity of a CVFD representative with a Homeowner's Association.

Previous Roles and Leadership:

- **Director of Public Services/Public Works and Assistant City Administrator:** Managed citywide public works programs, infrastructure projects, and municipal operations, ensuring efficient service delivery and compliance with regulatory standards.
- **Director of Government Relations at Southern California Edison (SCE):** Leveraged expertise in utility distribution and government relations to advise municipalities, streamline operations, and foster collaboration between public agencies and utility providers.

JOHN OSKOU, PE, Sr. Engineer**Education**

- MS, Structural Engineering, Cal-State Fullerton; BS Civil Engineering, University of North Carolina

Registrations/Certifications

- Licensed Civil Engineer

Highlights

Mr. Oskou has over 30 years of past experience in City and County Public Works and has worked at several public agencies in Southern California:

- City of Downey – Assistant City Manager
- City of Downey – Public Works Director
- Anaheim Union HS District – Director of Planning, Design and Construction
- Advanced Applied Engineering – Vice President of City Services
- Long Beach Unified School District – Director of Maintenance and Work Control
- City of Lynwood – Engineer/Assistant PW Dir/Director of Facilities

Mr. Oskou has a broad knowledge of local government operations, including implementation of broad policy goals and strategic programs, and development and implementation of innovative and efficient service delivery models. He is well versed in public outreach and interaction with citizenry groups, committees and stakeholders. Mr. Oskou has excellent working relationship and rapport with regional and sub-regional governmental/regulatory agencies.

RAY CASEY, PE, Sr. Engineer



Education

- BS Civil Engineering & Construction Management Princeton University

Registrations/Certifications

- Licensed Civil Engineer

Highlights

Mr. Casey has over 35 years of past experience, and has worked at several municipalities in Southern California at executive management level, including City Manager, Public Works Director, City Engineer, CIP Manager, Construction Manager, Land Development Engineer. Mr. Casey has excellent working relationship and rapport with regional and sub-regional governmental/regulatory agencies in Inland Empire. At Transtech, Mr. Casey provides support at various Contract Cities, including oversight of in Public Works, City Engineering, and CIP Management. He has a broad knowledge of local government operations, including preparation and presentation of agenda reports to advisory boards, commissions and city councils.

His experience working for public agencies includes:

- City of Yucaipa, City Manager
- City of Yucaipa, Public Works Director
- City of San Bernardino, Dep. Director of Development Services/City Engineer
- Isabella County Road Commission, Engineer Manager
- City of Temecula, Principal Engineer Land Development

NORMAN CAESAR M. BACULINAO, PE, TE, Sr. Traffic Operations Engineer



Education

- BS in Civil Engineering

Registrations/Certifications

- Registered Civil and Traffic Engineer

Highlights

Mr. Baculinao has 30 years of experience in Traffic Engineering.

He has strong Traffic Signal System Operation experience, including Traffic Management Centers or TMC. He is technology oriented and has extensive working knowledge of new (Intelligent Transportation System) ITS standards, the System Engineering Process; Traffic Signal System Integration, Video Detection, CCTV systems, twisted pair communication system, fiber optic cables, Ethernet, Light Emitting Diode (LED) signals, Red Light Camera Systems, etc.

His prior experience includes:

- County of Ventura, California: Traffic Engineering Manager
- City of Pasadena, California: Traffic Engineering Manager
- City of Santa Clarita, California: Associate Traffic Engineer
- City of Stockton, California: Assistant Traffic Engineer
- City of Roseville, California: Assistant Traffic Engineer

Membership and affiliation

- Member of Institute of Transportation Engineer (ITE), and Traffic Signal Association (TSA) – Southern California section.
- Current Research Panel Member (Active) for NCHRP 03-125 "Evaluation of Change and Clearance Intervals Prior to the Flashing Yellow Arrow Permissive Left-Turn Indication".
- Former member of the Arterial ITS Working Group of the Los Angeles County Metropolitan Transportation Authority (METRO).

Papers or publications

- "Video Detection-Is it ready to replace loops?" 1998 District 6 ITE meeting, San Jose, CA.
- "Signal Timing Solutions to Address Safety Issues" 2002 District 6 ITE meeting, Palm Desert, CA.
- "Signal System Implementation with LRT Interface - Pasadena Experience," 2005 District 6 ITE Meeting, Kalispell, MT.

KAREN VIGIL, EIT, PTP, RSP, Associate Traffic Engineer



Education

- BS Civil Engineering, Cal Poly Pomona

Registrations/Certifications

- Licensed Professional Transportation Planner, Licensed Roadway Safety Professional

Highlights

Ms. Vigil has 8 years of experience in City Traffic/Transportation Engineering/Planning. She serves as one of Transtech representatives at various Cities, prepares traffic safety and calming studies, stop and signal warrants/studies, traffic impact studies, traffic calming reports, parking studies, responds to requests from Public and City Officials and attends Traffic Commission, Planning Commission, City Council Meetings as well as Design Review Board meetings. She works directly with staff in the departments of public works, planning, engineering, and community development at each client city. She contacts, meets with residents representing city staff in assisting in the resolution of local traffic problems and concerns. After meeting with residents, she prepares and presents reports and recommendations to various city staff and agencies. She attends community forums and neighborhood block meetings to discuss and answer questions

about current and future traffic conditions.

NICOLE ROBBINS, Traffic Analyst



Education

- A.S. Business Admin, Rio Hondo College; B.A. Marketing, Ottawa University; MBA, Ottawa University

Highlights

Ms. Robbins has approximately 4 years of experience. She currently provides support to Transtech's client cities in Traffic Engineering and Transportation Planning. Ms. Robbins is one of our lead Traffic Analysts and is in constant interaction with City Officials and residents which makes her the liaison between Transtech, our clients cities, and the residents. She communicates with them via email and phone. Ms. Robbins manages all of the traffic related inquiries that come from residents and businesses to the city and communicates with the applicants about the status of their request. This includes management of our Traffic Department's comprehensive traffic task log. She manages the tasks and oversees traffic projects for over 10 client cities. She also assigns the tasks and reports based on the type of request to the various departments and team members at Transtech.

AZITA FAKOORBAYAT, PE, Sr. Engineer



Education

- BS in Civil Engineering

Registrations/Certifications

- Licensed Civil Engineer

Highlights

Ms. Fakoorbayat has over 25 years of experience. She has a broad knowledge of municipal government operations, including preparation and presentation of staff reports/resolutions to city councils, committees and interaction with public, various city departments, city council and other governmental agencies.

Recent Experience with Transtech's contract Cities:

Contract CIP Project Manager, City of Chino: As contract CIP Project Manager, coordinate various CIP projects throughout project design phase, including concrete, asphalt, storm drain, sewer, water, grading, traffic signal, accessibility. Conduct design review, PS&E review, constructability and biddability review, and manage design phase of various CIP projects, and manage and coordinate various CIP projects with various design engineers to ensure project design phases are completed within time and budget, and proceed with construction.

Public Agency Experience:

- Principal Engineer, City of Costa Mesa, CA
- As Principal Engineer, perform a broad range of highly complex and professional
- Civil Engineer I, Pierce County Public Works Utilities and Transportation
- Services, Design Section, Tacoma, WA
- Assistant City Engineer, City of Sumner, Sumner, WA

Private Consulting Experience:

- Senior Project Manager, Afb Group, Laguna Niguel, Ca
- Senior Project Manager, Berryman & Henigar, Santa Ana, Ca
- Project Manager, CNC Engineering, Newport Beach, Ca
- Senior Design Engineer/ Project Manager, Harding Lawson Associates Group Inc., Bellevue, Wa

OMAR M. MOHEIZE PE, Sr. Engineer



Education

- BS in Civil Engineering, MBA

Registrations/Certifications

- Registered Civil Engineer

Highlights

Mr. Moheize has over 35 years of experience in the public sector, including 17 years as the Principal Civil Engineer for the City of Burbank. He is skilled at performing project management, as well as civil engineering, design, and quality construction management services. His industry background includes work on several public works projects, including upgrading traffic signals, road and bridge design, wastewater treatment, potable water treatment, issuing permits, vertical structure building, and redevelopment projects.

Mr. Moheize has built his career as a dedicated public servant, holding positions with the following governmental organizations:

- City of Burbank
- City of Glendale
- City of Poway
- San Diego County

Los Angeles County, PMD III: For the past 2 years, Mr. Moheize has worked as a consultant for the County of Los Angeles

as Project Manager on various projects from Design phase to procurement Phase to Construction phase and completion.

ZIAD Y. MAZBOUDI, PE, QSD, QSP, CPSWQ, CPESC, LEED AP, D.WRE, Sr. Engineer



Education

- BS in Civil Engineering

Registrations/Certifications

- Licensed Civil Engineer

Highlights

Mr. Mazboudi has 34 years of progressively responsible, diversified experience in public works, engineering, utilities, development engineering, facilities maintenance, sustainability, environmental programs and project management in both the public and private sector, supported by a strong educational background in civil engineering, geographic information systems, water quality/urban runoff, and environmental programs. His experience includes:

- City of San Clemente - PW Department, Deputy Director/Engineering
- City of San Juan Capistrano - PW/Utilities Department, Senior Civil Engineer
- City of Westminster - PW Department, Associate Civil Engineer/Development Engineer
- City of La Habra - PW Department, Assistant Civil Engineer.

Special International Projects:

- US Green Building Council (www.usgbc.org), Egyptian Green Building Council (EGBC)
Represented the US Green Building Council, to assist in the formation of the EGBC. Provided lectures on the role of government in Green Building and on the US Green Building Program, LEED.
- USAID International Development Agency (www.usaid.gov), In partnership with USAID and ICMA Kingdom of Jordan
Commercial/Industrial Environmental Audit

In partnership with USAID and ICMA, developed a training manual for the audit of commercial and industrial facilities in Jordan. Performed audits in Jordan and provided recommendations to the Minister of the Environment and the Minister of Local Government.

DAVID RAGLAND, PE, PLS, QSD, QSP, Sr. Engineer



Education

- Humboldt State University, CA, Bachelor of Science

Registrations/Certifications

- Registered Civil Engineer; Licensed Land Surveyor

Highlights

Mr. Ragland is a civil engineer and land surveyor with over 30 years of diverse experience in a wide variety of projects in civil engineering. He has managed numerous multi-disciplinary teams dealing with the planning, engineering, entitlement, environmental permitting, development and construction of urban and rural development, and public works projects. His experience also includes special emphasis on complex grading and hillside developments (has worked on the civil engineering and development of more than 40,000 acres of hillside properties), preparation of due diligence and project feasibility analysis, through conceptual planning and design to entitlement and construction.

CARLOS A. PINEDA, PE, QSD, QSP, LEED, Sr. Engineer



Education

- BS in Civil Engineering,

Registrations/Certifications

- Registered Civil Engineer

Highlights

Mr. Pineda has over 30 years of experience in civil engineering and project management. He has extensive experience working for both private and public sectors. He has participated on numerous multi-disciplinary teams dealing with the planning and development of civil and traffic engineering, urban and rural development, and public works projects. He has served as Principal Project Manager for a variety of projects. Public works design experience covers a wide variety of projects, including the improvement of major arterials, secondary highways and collectors, flood control and drainage projects, water and waste water projects, ADA retrofit, and safe routes to school projects. He has a good understanding and knowledge of municipal government operations, including preparation and presentation of staff reports/resolutions to city councils, committees and interaction with public, various city departments, city council and other governmental agencies. Private sector design experience covers a wide range of projects including residential master planned communities and "in tract" residential improvements. In-tract residential improvements included the design and construction of domestic and reclaimed water infrastructure to serve the new developments.

JOSEPH DEPERALTA, PE, QSD, Sr. Engineer



Education

- BS in Civil Engineering

Registrations/Certifications

- Registered Civil Engineer

Highlights

Mr. Peralta has approximately 30 years of experience. His experience includes working as contract/consultant City Engineer, Plan Checker, Design Engineer for various Cities. His experience includes dealing, coordinating and navigating thru the permitting processes with municipal, county and state level and other governmental agencies, architects and consultant, utility companies, and regional entities, including Caltrans, Water Quality Board, AQMD, US Corps of Engineers, Department of Fish and Game, Union Pacific Railroad and others.

ALLEN PANGAN, PE, Sr. Engineer



Education

- BS in Civil Engineering

Registrations/Certifications

- Registered Civil Engineer

Highlights

Mr. Pangan has over 30 years of experience. His experience includes working for City of Palmdale and City of Simi Valley. His prior experience includes working at US Navy, Naval Mobile Construction Battalion. His experience includes working as contract/consultant Civil Engineer, Plan Checker, Design Engineer for various Cities. He managed multi-discipline of wide variety of projects from the initial conception, planning, budgeting, scheduling, preliminary engineering to final engineering and completion of construction. His experience includes dealing, coordinating and navigating thru the permitting processes with municipal, county and state level and other governmental agencies, architects and consultant, utility companies, and regional entities, including Caltrans, Water Quality Board, AQMD, US Corps of Engineers, Department of Dams and Water Resources, Union Pacific Railroad and others.

HANI NASR, PMP, Sr. Project/Construction Manager



Education:

- BS, Mechanical Power Engineering

Registrations/Certifications:

- PMP (Project Management Professional) #3794024; Autodesk Certified Professional; OSHA 30 & OSHA 10; CPR; Inspector Certification. B2; QC & QA; Project Delays & Damages; Constructability Review; Risk Management; Confined Space

Highlights:

Mr. Nasr is a certified Project Management Professional (PMP) with an extensive background in construction management. He holds a bachelor's degree in mechanical power engineering and has over 20 years of experience managing multimillion-dollar projects. With a strong engineering foundation, Mr. Nasr has developed expertise across multiple construction disciplines, including MEP systems, general contracting, and construction estimating. His proficiency in cost estimation and bid preparation has contributed to securing and executing successful projects. His comprehensive knowledge and hands-on experience enable him to lead projects effectively while ensuring strict adherence to budgetary and scheduling requirements. Mr. Nasr has a proven track record of ensuring projects adhere to stringent quality, safety, and budgetary standards, and applies his demonstrated expertise in project management and stakeholder communication to enhance project outcomes and contribute effectively to a dynamic team environment.

Notable Projects:

- Multi-Million-Dollar Luxury Homes in Dubai (appr. \$100 M)
- Oasis International School/UAE (appr. \$30 M)
- MacArthur Hotel (Eleven-Story Historic Building Improvement)- (appr. \$100 M)
- Drinking Water Plant- Lusaka/ Zambia City of Temple City, Construction/Project Manager, City Hall Roof Structural improvements/Upgrades (\$3.5M)
- San Bernardino Unified School District-SBCUSD F19-01 Prop 39 EEP3
- Chaffey Community College (Improvement Project
- Ontario HS with Chaffey Joint School District- Mechanical Plant
- Irvine Valley College (HVAC & Roofing Replacement for 5 Buildings & Powerhouse
- Orange HS Gym Renovation
- OCTA Bus Station Improvements/ Anaheim
- Irvine USD Measure Series 3 Expansion Projects
- Hemet HVAC Replacement Multi Sites (6 Schools)
- Long Beach Robinson K-8 Academy HVAC LBUSD Rehabilitation

ADAM TALBOT, Project Manager (Document/Project Controls/Scheduling Support)



Education:

- BA California Polytechnic State University, San Luis Obispo

Highlights:

Mr. Talbot has approximately 10 years of experience in the construction. He has extensive experience in all phases of projects, including planning/development, entitlement and permitting bidding, construction, close-out, full-life cycle, project workflow, operations/systems development, scheduling, cost and budget control, contract negotiations, change order management, bid preparation, safety. He has worked in the capacity of Office Engineer and Construction Manager/Project Manager/Owner Representative, for construction and consulting firms. In these capacities, he has been involved in a wide variety of facilities, commercial office, luxury retail, mixed use/multifamily, and data center projects. The projects include, but not limited to corporate office buildouts, tenant improvements, historical renovations, cost/program management, etc. He has managed a variety of facilities and construction projects, ranging from \$30K to over \$30 million in budget, which involved coordination, processing and approvals by Planning, Engineering and Building Departments of Local Agencies/Municipalities. He offers technical support to Resident Engineers, Construction Managers, and Construction Inspectors across a range of projects. His duties encompass project controls, contract administration, inspection assistance, coordination of RFI and submittal reviews, document control, ensuring contract compliance, and handling various additional tasks. His experience includes providing CIP management support, coordinating with City Departments, Utility Companies, Caltrans, regulatory agencies, Developers, Consultants, Contractors, and offering overall management and coordination for projects from design through construction.

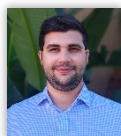
Noteworthy Projects/Clients:

- Los Angeles, Apple Tower Theatre Historic Renovation (\$30M)
- Los Angeles, Tencent Playa Vista Office Headquarters (\$10M)
- Hollywood, Tesla Diner Hospitality Ground-Up (\$17M)
- Redwood City, Freshfields Bruckhaus Deringer Law Office Renovation (\$15.2M)
- Beverly Hills/Costa Mesa, IWC Schaffhausen Luxury Retail Renovation (\$12.5M)
- Temple City, City Hall Roof and HVAC Equipment Replacement Project (\$3.5M)
- Temple City, FY 23/24 Citywide Pavement Rehab Project (\$7M)
- Temple City, Temple City Park/Live Oak Park Projects (\$4.5M)
- Ojai, Maricopa Hwy Pedestrian & Bike Safety Improvements ATP Project (\$2.5M)
- Rancho Cucamonga, Family Resource Center Rehab Project (\$1M)
- Azusa, Azusa Library Improvements Project (Value: \$7M)
- Los Angeles, Warner Music Group Headquarters Studios (\$5M)
- Los Angeles, Associated Press Office Relocation (\$1.5M)
- Hollywood, Warner Music Group Studios Renovation (\$2M)
- Irvine, Tencent Studio & Office Renovation (\$4.5M)
- Las Vegas, Chloe Wynn Luxury Retail Renovation (\$2.3M)
- Google, Data Center Operations Lifecycle Program Management
- Facebook, Data Center Construction Cost Management

Prior to joining Transtech, Mr. Talbot has worked in the capacity of Office Engineer and Construction Manager/Project Manager/Owner Representative, for construction and consulting firms.

- Turner & Townsend Construction, Los Angeles, CA, Senior Project Manager
- Gardiner & Theobald Construction, Los Angeles, CA, Project Manager
- Big Wave Window, LLC, San Gabriel, CA, Operations Manager
- Regent L.P., Beverly Hills, CA, Facilities Manager
- Apple, Inc., Pasadena, Glendale, San Luis Obispo, CA, Facilities & Operations Lead

FURKAN CETINKALE, Associate Engineer (Office Engineer/PM/CM/Project Controls Support)



Education

- BS Engineering, MS Engineering Management (both CalPoly Pomona)

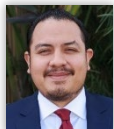
Highlights

Mr. Cetinkale has approximately 7 years of experience in the construction. He has extensive experience in all phases of projects, including planning/development, entitlement and permitting bidding, construction, close-out, full-life cycle, project workflow, operations/systems development, scheduling, cost and budget control, contract negotiations, change order management, bid preparation, safety. He has worked in the capacity of Office Engineer and Deputy Construction Manager/Project Manager/Owner Representative, for consulting firms. In these capacities, he has been involved in a wide variety of private healthcare projects in OSHPD 1 & 3 categories. The projects include, but not limited to, construction of new buildings, seismic upgrades, medical equipment replacement, medical office build-outs, TI improvements, site development, etc. The type of buildings includes hospitals, outpatient clinics, digital imaging centers various other projects. He has managed a variety of healthcare projects, ranging from \$50K to over \$85 million in budget, which involved coordination, processing and approvals by Planning, Engineering and Building Departments of Local Agencies/Municipalities; California Department of Public Health (CDPH); California Office of Statewide Health Planning and Development (OSHPD) [OSHPD became the Department of Health Care Access and Information (HCAI);

Occupational Safety and Health Administration (OSHA). He also worked on Infrastructure projects, most recently Street Rehab Project (Temple City, \$4M), Grand Park Project Phase I Demolition and Haz-Mat Abatement (Ontario, Phase I \$5M, Total Project Development Estimated \$90M).

Skills: MS Project, MS Visio, Procore, E-Builder, Primavera, Bluebeam

LEONARDO MARTINEZ, CIP Project Manager



Education

- B.S Civil Engineering, Cal Poly Pomona

Highlights

Mr. Martinez has approximately 8 years of experience. As an Associate Engineer and Project Manager, he works at various Cities under Transtech's Municipal Services Contracts in support of managing Capital Improvements Projects. His experience includes CIP management support, coordination with City Departments, Utility Companies, Caltrans, other Regulatory Agencies, Developers, Consultants, Contractors, and overall management and coordination support for a variety of projects from design through plan review and approvals and construction. Mr. Martinez completed Caltrans Resident Engineer Academy, very familiar with the management and administration of federally and state funded projects in compliance with Caltrans Local Assistance Procedures Manual (LAPM).

RUDOLPH RODRIGUEZ, EIT, Associate Engineer (Office Engineer/PM/CM/Project Controls Support)



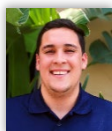
Education

- B.S Civil Engineering, Cal Poly Pomona

Highlights

Mr. Rodríguez has approximately 5 years of experience in Public Works Engineering, and Transportation and Traffic Engineering. He works in the Public Works Department/City Engineering at Transtech's client Cities assisting City Engineers and Public Works Directors. He also serves as Office Engineer on construction projects and assists Resident Engineers and Construction Managers with contract administration, document control, contract compliance. He also assists at the public works permit counter and in permit issuance.

BRIAN CERVANTES, EIT, MBA, Associate Engineer (Office Engineer/PM/CM/Project Controls Support)



Education

- MBA, Cal Poly Pomona; B.S Civil Engineering, Cal Poly Pomona

Highlights

Mr. Cervantes has approximately 4 years of experience in Public Works Engineering, and Transportation and Traffic Engineering. He works in the Public Works Department/City Engineering at Transtech's client Cities assisting City Engineers and Public Works Directors. He also serves as Office Engineer on construction projects and assists Resident Engineers and Construction Managers with contract administration, document control, contract compliance. He also assists at the public works permit counter and in permit issuance.

CRAIG M. WHEELER, Field Construction Manager/Inspector (Field PM/CM/Inspection Support)



Education

- BA

Registrations/Certifications

- NASCO-Certified Inspector (Pipeline, Lateral and Manhole Assessments)

Highlights

Mr. Wheeler has more than 30 years of experience in engineering and construction in both the public and private sectors. He has provided project management and inspection services on a wide variety of public works projects. His experience includes pavement rehab, ADA, sidewalk, curb&gutter, grading, wet and dry utilities, roadway reconstruction and resurfacing, bridge construction and rehabilitation, water and sewer lines, RCP or RCB storm drains, pump stations, booster pump stations, streetlights, traffic signals-new and upgrade/modifications, parks, parking lots, structures and other related types of projects. As a project manager and construction inspector, Mr. Wheeler's responsibilities include site observation and construction quality assurance and control, ensuring general site safety, preparing daily reports, photo documentation, monitoring SWPPP and BMP implementation, providing daily updates to the City project manager, providing recommendations and responses for contractor RFIs, assisting with submittal and shop drawing reviews, tracking quantities, and conducting progress payment reviews. He has inspected projects that are funded with State and Federal Funds and is familiar Caltrans LAPM for Contract Administration. Following are examples of projects where Mr. Wheeler served as the Project Inspector and provided on-site CM Support:

- 2019 Residential and Arterial Pavement Improvement, I-159/I-139; City of Torrance
- Public Works Inspection (Staff Augmentation); City of Newport Beach
- Alicia Parkway Rehabilitation; City of Aliso Viejo
- FY 2017-18 Street Rehabilitation; City of La Habra Heights
- Beltway Operational Improvements; Caltrans | Bakersfield
- University Drive Widening (Campus to MacArthur); City of Irvine
- The Tracks at Brea – Segment No. 4; City of Brea

- CDBG Asphalt Repairs and Asphalt Overlays FY 2017; City of Mission Viejo
- Annual Pavement Preservation Program FY 2018-19 and 2015-16; City of Yorba Linda
- FY 2015-2016 Annual Citywide Sidewalk Repairs; City of Santa Monica
- Manhattan Beach Water Line and Street Improvements; City of Manhattan Beach
- Harbor Boulevard Median and LS Improvements; City of Costa Mesa
- Citywide Sewer Repairs; City of West Hollywood
- Emergency Storm Drain Repair; City of Torrance
- Concrete Repair Program, Phase VI (CDBG); City of West Hollywood
- Bedford Canyon Road Realignment; City of Corona
- Ontario Avenue Median Improvements; City of Corona
- SR-60/Market Street Improvements; City of Riverside
- Rimpau Park; City of Corona
- LAX Terminal Fuel Access Transmission Line Installation and Taxiway Paving Improvements

EARL FRASER, QSP, Field Construction Manager/Inspector (Field PM/CM/Inspection Support)



Education

- Various Professional Seminars

Registrations/Certifications

- Registered Construction Inspector by American Construction Inspectors Association
- QSP (Construction General Permit Qualified SWPPP Practitioner).

Highlights

Mr. Fraser has over 30 years of experience. He is a Registered Construction Inspector by American Construction Inspectors Association. He is also certified as QSP (Construction General Permit Qualified SWPPP Practitioner). His experience includes construction management and inspection of grading, pavement rehabilitation (asphalt and concrete), ADA/accessibility, wet and dry utilities (storm drain, sewer, water), traffic signal improvements. He also coordinates public works encroachment permit inspections as Sr. Inspector at Transtech's Contract Cities. As Sr. Inspector/Construction Manager, he performs a wide variety of tasks to ensure the project progresses on schedule, is in compliance with approved plans and specifications, and effective communication and information flow is maintained with project participants. He has inspected projects that are funded with State and Federal Funds, and is familiar with Caltrans LAPM for Contract Administration.

Examples of his project experience as Sr. Inspector/Construction Manager includes:

- **Firestone Blvd, Alondra Blvd, Studebaker Rd Traffic Signal Improvements Project, HSIP Cycle 7 (Federally Funded), City of Norwalk:** Traffic signal improvements (poles, mast arms, controllers, conduits), accessibility improvements, signage and striping. Cost: \$6.0m.
- **Traffic Signal Improvements HSIP Cycle 6 (Federally Funded) at Various Locations, City of South El Monte:** Installation of traffic signal improvements, left turn phasing, concrete improvements, pedestrian safety. Cost: \$2.0m (Federally funded)
- **La Ballona Safe Routes to School Improvements, City of Culver City:** Pedestrian safety improvements, traffic signal and HAWK installation, accessibility improvements (sidewalk, curb ramp, curb&gutter), pavement rehabilitation, signage and striping. Cost: \$3.5m.
- **Valley-Linden Roadway Improvements, City of Rialto:** Pavement rehabilitation, concrete improvements (sidewalk, curb, curb ramp). Cost: \$1.5m
- **FY 19/20 Pavement Rehab, City of Commerce:** Citywide pavement rehabilitation (AC full depth reclamation), concrete improvements (sidewalk, curb, curb ramp). Cost: \$3.0m.
- **FY 19/20 Pavement Rehab Las Tunas Rd, City of Temple City:** AC rehabilitation, concrete improvements (sidewalk, curb, curb ramp). Cost: \$2.5m.
- **FY 19/20 Pavement Rehab, City of Cudahy:** AC rehabilitation, concrete improvements (sidewalk, curb, curb ramp). Cost: \$1.5m.
- **FY 17/18, 19/20, 20/21 Pavement Rehab, City of West Covina:** Citywide pavement rehabilitation, concrete improvements (sidewalk, curb, curb ramp). Cost: \$5.0m.
- **FY 19/20 Pavement Rehab, City of Maywood:** Citywide pavement rehabilitation, concrete improvements (sidewalk, curb, curb ramp). Cost: \$1.5m.
- **CDBG Various Restroom Improvements, City of Cudahy:** Facility improvements, accessibility improvements at various facilities. Cost: \$0.5m (Federally funded).
- **CDBG Sr. Center Facility Improvements, City of West Covina:** Facility improvements, utilities, accessibility improvements at Sr. Center. Cost: \$0.5m (Federally funded).
- **Brewster Ave Water and Sewer Improvements, City of Lynwood:** Installation of waterline, sewerline, and street rehabilitation, AC reconstruction, concrete improvements. Cost: \$2.0m.
- **Agnes Ave Water and Sewer Improvements, City of Lynwood:** Installation of waterline, sewerline, and street rehabilitation, AC reconstruction, concrete improvements. Cost: \$3.0m.
- **Primrose Park Improvements, City of Temple City:** Construction of new playground, restroom facility, site furnishings, utilities, grading, and site improvements. Cost: \$3.0m.
- **Contract Public Works Inspector, City of Adelanto:** Assist the Department of Public works with the public works inspections and project management during the installation of Water, Sewer, Storm Drain and street construction within the City's right

of way and easements. Assist the City engineer with preconstruction meetings, reviews submittals, and prepares inspection field reports.

- **Field Inspector, Middle College, Little Mountain, Roosevelt II, Alessandro and Lankershim Schools for the City of San Bernardino Unified School District:** Assisted in the review of shop drawings, and provided hands on storm water sewer and water construction support and field liaison between the contractor and the design team.
- **Field Inspector and Design Support, City of Grand Terrace Pico Park Ball Field:** Provided hands on construction support and field liaison between the contractor and the design team.

Mr. Fraser's prior experience also includes working as a General Engineering Contractor, responsible for over 100 construction projects, which included the construction of wet and dry utilities from 1" water to 72" storm drain, pavement, traffic control and other relevant improvements.

JOE LARA, Field Construction Manager/Inspector (Field PM/CM/Inspection Support)



Education

- Courses in Public Works – Citrus College; Courses in Civil Engineering – Mount San Antonio College

CERTIFICATIONS

- OSHA 30-Hour Construction Safety & Health (License #34-602288731); Metrolink Railroad Safety Trained (License # 1448816); Public Works Certificate Level I; QSP Certification Training; Public Works Construction Inspection; General Engineering A Contractors License (License # 825064)

Highlights

Mr. Lara has approximately 35 years of experience, of which 25 years has been working as the Public Works Inspector for the Orange County Sanitation District and City of Pomona, in the public sector. Mr. Lara led cross functional teams of construction workers and staff to ensure that construction, rehabilitation, and installation aligns with given plans, specifications, contracts, and regulations. His experience includes inspecting of all types of public works construction project: roadway construction, pavement rehabilitation, signals, grading, storm drains, sewer mains, concrete structures, sidewalks, and gutters. He also worked on county, state and federal funded projects. He has knowledge of standards and procedures for public agencies, including the Green Book, Caltrans, and has extensive experience in traffic control, safety and OSHA compliance requirements. Mr. Lara also has experience in inspecting federally funded projects to ensure compliance with the Caltrans Local Assistance Procedures Manual.

His experience as construction manager, project manager and public works inspector include:

- o Project 2-72B (Cost: \$68M), Orange County Sanitation District: Pavement rehabilitation (AC coldmill and overlay, and replacement), raised median island construction, removal of 48" VCP sewer mainline and replace with 54" FRP mainline in the City of Anaheim on State College Boulevard from Orangewood Ave. to 91 Freeway (5-Miles).
- o Garey Avenue from Mission Blvd to Grand Ave, City of Pomona (Cost: \$3M): Pavement rehabilitation (AC coldmill and overlay, full AC reconstruction), traffic signal modifications, PCC improvements (curb ramps, sidewalk, curb and gutter), signage and striping.
- o Orange Grove Ave from Fairplex to White Ave, City of Pomona (Cost: \$3.5M): Pavement rehabilitation, PCC improvements (sidewalk, curb and gutter, driveway approaches, curb ramps), signage and striping.
- o Mission Blvd from Highway 71 to Eastend Ave, City of Pomona (Cost: \$5M): Pavement rehabilitation (AC coldmill and overlay, AC removals), PCC improvements (driveway replacement, sidewalk, curb ramp), tree replacements, signage and striping.
- o Mission Blvd Grade Separation over Hwy 71, City of Pomona (Cost: 25M): Grade separation on Mission Blvd over Hwy 71.
- o 9th Street and White Avenue Traffic Signal Improvements, City of Pomona (Cost: \$1M): Traffic signal improvements, signage and striping.
- o Safe Routes to School Projects, City of Pomona (Cost: \$2M): PCC Improvements (curb ramps, sidewalk, cross gutters), crosswalks, signage.
- o Project P298A (Cost: \$165M), Orange County Sanitation District: Removal and replacement of 5 Primary Clarifiers inside treatment plant #2 in the City of Huntington Beach.
- o P2-110 Plant 2 Demo and Utility Improvements, P2-118 Aeration Basin Deck Repair, P2-91A Digester H Repair, P2-91C Digester C Tent and Valve Project, FE13-04 Plant 2 Trickling Filter Odor Control, FE16-03 Collection Infrastructure Relocation, 6-17 District 6 Trunk Sewer Relief, FE15-10 East Lido Force Main Rehab, and the FE17-08 Big Canyon Trunk Sewer Replacement Project., Orange County Sanitation District.
- o Inspected the removal of 3,500 lineal feet of existing 4" and 6" steel pipe and placement of new 8", 10" and 12" ductile iron pipe and appurtenances which included but not limited to fire hydrant assemblies, 1" and 2" water services, 6", 8" and 10" DCDA's (Double Check Detector Assemblies), 4" blow-offs, air releases, and 6" 8" and 10" gate valves.
- o Inspected the cleaning and lining by centrifugally applied mortar of 5,000 lineal feet of existing 30" 24" and 20" steel mainline.
- o Inspected the major rehabilitation of Canada Boulevard from Verdugo Road (South Fork) to Verdugo Road (North Fork) which included Cold in Place Recycling Asphalt CIR on Canada Boulevard and removal and replacement of existing curb and gutter, drive approaches, curb ramps, cross gutters, sidewalks, and the installation of 10 new traffic signals at intersections.
- o Served as the lead inspector in charge of multimillion dollar bond funded projects from 2009 to 2012, in City of Pomona. Managed city personnel and contract staff in regards to the inspection of water facilities.
- o Worked on notable projects including: City of Los Angeles in-situ centrifugally applied cement mortar of cast iron pipe

- project. Cost: \$2M.
- o City of Riverside 60" storm drain project for installation of 2,500 lineal feet of 60" R.C.P., catch basins, manholes, and pavement restoration. Cost: \$3M.
- o City of Riverside 24" CM&LC steel pipe water line installation project to install 3,000 lineal feet of 24" steel pipe, fire hydrants, valves, service lines, air releases, blow offs, and pavement. Cost: \$2M.
- o City of Santa Ana 30" sewer mainline replacement project to install 2,500 lineal feet of 30inch V.C.P., manholes, sewer siphon, and restoration within project limits. Cost: \$3.5M.

JERRY PEREZ, Field Construction Manager/Inspector (Field PM/CM/Inspection Support)



Education

- BS Degree, Public Administration, University of La Verne; AS Degree, Public Works – Honors, Citrus College

Registrations/Certifications

- Testing Technician Grade I, American Concrete Institute
- Certified Public Infrastructure Inspector, American Public Works Association
- Collection System Maintenance Grade 4, California Water Environment Association (CWEA)
- Environmental Compliance Inspector Grade 4, California Water Environment Association (CWEA)
- Water Distribution Operator D2, Department of Health Services
- Water Treatment Operator T1, Department of Health Services
- C-8 Concrete License, California

Highlights

Mr. Perez has over 30 years of experience in managing and inspecting public works infrastructure construction projects. Mr. Perez is very experienced in construction and rehabilitation of streets, concrete construction, wet and dry utilities, encroachment permit projects and operational budgets. Mr. Perez has extensive experience in leading cross functional teams of public works staff to ensure that underground construction, rehabilitation, and installation aligns with given plans, specifications, contracts and regulations. He also has extensive experience in communicating/working with the public/adjacent property owners, and being proactive in dealing with complaints and comments and minimizing project impacts. Prior to joining Transtech, Mr. Perez worked in the public sector in various public works capacities, including:

- Public Works Inspector II, City of Jurupa Valley
- Streets and Solid Waste Services Manager, City of Pomona
- Public Works Manager, City of Fontana
- Streets and Solid Waste Services Manager, City of Pomona
- Utilities Supervisor, City of Fontana
- Streets Supervisor, City of Chino
- Streets Crew Chief, City of Arcadia

Below are some of the key project's representative of Mr. Perez's experience the public works:

- Citywide Concrete Repairs, City of Pomona (Cost: \$0.1M): PCC improvements (curb ramps, sidewalks, curb and gutter, driveway).
- Citywide Pavement Rehabilitation Program, City of Chino (Cost: \$3M): AC rehabilitation (coldmill and overlay), PCC improvements (curb and gutter, cross gutter, spandrel, sidewalk, curb ramps), signage and striping.
- Citywide Slurry Seal Program, City of Chino (Cost: \$0.5M): Citywide slurry seal program and striping improvements.
- Traffic Signal Improvements at Philadelphia and Denture, City of Jurupa Valley (Cost: \$0.75M): Traffic signal modifications (poles, mast arms, pedestals, conduits, wires), striping, PCC improvements (curb ramps, curb and gutter).
- Annual Waterline Replacement Project, City of Jurupa Valley (Cost: \$1M): JCSD waterline replacement, trench restoration, water valves, gate valve replacements.

JEFFREY HIRSH, Field Construction Manager/Inspector (Field PM/CM/Inspection Support)



Education

- SDSU, College Level Classes

Registrations/Certifications

- Cal OSHA 10 hour construction certified; Construction Site Storm Water Training

Highlights

Jeffrey Hirsh has approximately 25 years of experience in general engineering/public works and building construction projects. He has worked in the capacity of foreman, site superintendent and project manager. In these capacities, he has been involved in a wide variety of private and public works construction projects in Type A (General Engineering) and Type B (Building) construction. He has knowledge of standards and procedures for public agencies, including the Green Book, Caltrans, and has extensive experience in traffic control, safety and OSHA compliance requirements. Mr. Hirsh also has experience in inspecting federally funded projects to ensure compliance with the Caltrans LAPM.

Following are examples of projects where Mr. Wheeler served as the Project Inspector and provided on-site CM Support:

- Washington Boulevard Widening and Reconstruction Project (Federally Funded), City of Commerce

- Temple City HSIP Project, Traffic Signal Imp and Pavement Rehab (Federally Funded), City of Temple City
- City-Wide Annual Street Rehab Project, City of Commerce
- La Ballona Safe Routes to School (Federally Funded), City of Culver City
- Uptown Parking Structure, City of Whittier
- Garvey Park Facility Improvements
- Lugo Park Artificial Turf Soccer-Field and Park Project in the City of Cudahy
- Metrolink Station Improvements, City of Commerce

Jeffrey's prior experience includes:

2013-2014, *PSBI Parking Structure Construction*

- Sr. Superintendent Construction of a 6-level parking structure for the City of Alhambra.

1995-2013, *Harwood Homes, Inc.*

- Vice President - Construction/Forward Planning Managed 35 Development Projects - SFR/Multi-Unit/Commercial
- Responsible for construction of 2000+ single family homes.
- Responsible for construction of 850+ attached units.
- Supervised 20+ Construction Superintendents.
- Compliance Management for all codes, conditions and ordinances.

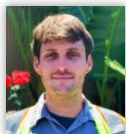
1992-1995, *Overland Company*

- Site Superintendent – SFR Tract Home Development

1985-1992, *Cambridge Development*

- Site Superintendent/Assistant Superintendent

JAMES PAGANI, Field Construction Manager/Inspector (Field PM/CM/Inspection Support)



Education:

BA, Goucher College

Registrations/Certifications:

BCSP Constr. Health and Safety Technician; CalOES SAP Evaluator; DSA Certified Accessibility Specialist; FEMA Training: IS-3, IS-100.PWb, IS-200.b, IS-325, IS-552, IS-556, IS-700.a, IS-800.a, IS-803, IS-806, IS-809, IS-907; ICC: Building, Electrical, Mechanical, Plumbing; OSHA 30 Hour Trained

Highlights:

Mr. Pagani has approximately 15 years of experience in public works construction management and inspection. Mr. Pagani has thorough knowledge and understanding of construction both on the jobsite and in the office, experience working with the various trades, designers, and managers of many different types of projects. Examples of his project experience as Public Works Inspector/Construction Manager includes: City of Rialto, Public Works Encroachment Permit Inspections; City of South El Monte, Public Works Encroachment Permit Inspections; Primrose Park Improvements, City of Temple City; FY 20/21 Pavement Rehab, City of West Covina; Previous Experience -Koury Engineering, Combination Inspector.

KEITH WYATT, Field Construction Manager/Inspector (Field PM/CM/Inspection Support)



Education

- BA, UC Irvine, CA

Registrations/Certifications

- Union Carpenter Apprenticeship School; 10-Hr, 30-Hr. OSHA; SWPPP Certified; FEMA Training: IS-3, IS-100.PWb, IS-200.b, IS-325, IS-552, IS-556, IS-700.a, IS-800.a, IS-803, IS-806, IS-809, IS-907; ICC: Building, Electrical, Mechanical, Plumbing; OSHA 30 Hour Trained

Highlights

Mr. Wyatt has approximately 25 years of experience in the construction field in building and engineering/public works projects. He has worked in the capacity of superintended, project manager and construction manager for consulting firms, as well as construction companies. In these capacities, he has been involved in a wide variety of private and public works construction projects in Type A (General Engineering) and Type B (Building). The projects include, but not limited to, construction of new buildings, seismic upgrades, ADA upgrades, TI improvements, site development, roads, parking facilities, utilities, etc. The type of buildings includes community centers, schools, hospitals, warehouses, distribution centers, and various other projects. He has managed projects under Design-Bid-Build, Design-Build, Construction Manager/GC at Risk, Multi-Prime delivery methods. He has extensive experience in all phases of projects, including planning/development, entitlement and permitting bidding, construction, close-out, full-life cycle, project workflow, operations/systems development, scheduling, estimating, cost and budget control, contract negotiations, change order management, bid preparation, safety. Few examples of various projects representative of his experience include:

- Served as on-site Project Superintendent/Field Construction Manager for Rancho Cucamonga Central Park (50 acre site), Sr. Center Community Building (57,000 sqft) in Rancho Cucamonga.. Cost \$21 million.
- Served as on-site Project Lead Superintendent for LAPD Sheriff Stations.
 - \$14 million Lakewood Sheriff Station Remodel and addition to the existing Station.
 - \$34.5 million LAPD Harbor Replacement Station.

- Served as Owner's Representative, On-site Project Manager, Construction Manager for Dignity Health St. Bernardine Medical Center. Delivered under Design Build (DB) method, \$105 million
- Served as on-site Project Superintendent, Project Manager/Construction Manager for Amazon Distribution Center in San Bernardino, CA. This project involved Renovation and TI of a 700,000 sqft warehouse, and added 34,000 sqft of office area, \$19.2 million.
- Served as on-site Project Superintendent, Project Manager/Construction Manager for Maimonides Academy in West Hollywood, \$17.3 million.
- Served as Owner's Representative, On-site Project Manager, Construction Manager for Patton State Hospital - Highland CA DGS project performed for DSH, \$33 million.
- Served as on-site Project Superintendent, Project Manager/Construction Manager for several projects for Corona/Norco Unified School Districts, Ontario.
 - Vicentia Elementary, Coronita Elementary, Lincoln Elementary. \$19 million.
 - LA Sierra High School Athletic Fields. Myra Linn Elementary and Valley View Elementary. New administration buildings and electrical upgrades. \$17M.
 - Norte Vista High School, Arizona Middle School, Loma Vista Middle School. New classroom additions. \$23M.

RYAN BRESSLER, Field Construction Manager/Inspector (Field PM/CM/Inspection Support)



Education:

- Associate of Arts Degree, Crafton Hills College Yucaipa

Certification:

- Project Manager Program Certificate, University of California Riverside; 30 Hour OSHA Training

Highlights:

Mr. Bressler has over 25 years of experience in Project Management. His extensive background in Project Management demonstrates across various projects including construction, education, healthcare, and infrastructure. he has been involved in a wide variety of private and public works construction projects in Type A (General Engineering) and Type B (Building). Few examples of various project:

- San Manuel Mission Indians: Senior Project Manager overseeing the East Reservation Infrastructure Project (SCE & AT&T) (\$6 million.
- Pinner Construction: Project Manager responsible for managing the Dale Junior High School and Polaris Remodel project worth \$45 million.
- CCK & Associates, Inc.: Pomona Valley Hospital renovations, 6th Floor Conversion from SNF to Med/Surg Telemetry- \$11.4 million, (3) Cath Labs- \$8.5 million, CT Scan- \$ 2.3 million, Converting DOU to ICU-3- \$12.5 million & 2019 Project Budgeting - \$23.6 million budget
- Calvary Chapel of Redlands / Rock Construction: Project Manager overseeing the construction of a Concrete Tilt-up sanctuary and core and shell project worth \$12.3 million.
- Whiting-Turner Contracting Company
- Project Engineer involved in various projects including office buildings, casino kitchen remodel, and mall expansion, with budgets ranging from \$2 million to \$27 million.

ROBERT RUIZ, Inspector (Inspection Support)



Education:

- Mt. San Antonio College, General Education; Cal State University, Sacramento - Home Courses-Water Distribution Systems Operation and Maintenance, Water Treatment Plant Operations; Storm Water Training

Highlights:

Mr. Ruiz has approximately 30 years of experience in general engineering/public works and building construction projects. He has worked in the capacity of foreman, site superintendent and project manager. In these capacities, he has been involved in a wide variety of private and public works construction projects in Type A (General Engineering) and Type B (Building) construction. Mr. Ruiz worked as with a number of agencies, including Federal Highways, State of California, County of Riverside, County of San Bernardino, County of Riverside, San Bernardino, EVMWD, Coachella Valley Water District, Golden State Water and other Special Districts throughout California. He has knowledge of standards and procedures for public agencies, including the Green Book, Caltrans, and has extensive experience in traffic control, safety and OSHA compliance requirements. Mr. Ruiz also has experience in inspecting federally funded projects to ensure compliance with the Caltrans Local Assistance Procedures Manual. He also has extensive experience in communicating/working with the public/adjacent property owners, and being proactive in dealing with complaints and comments and minimizing project impacts.

ROBERT GARCIA, Inspector (Inspection Support)



Education:

- Cal State University, Los Angeles, Continuing Education/Public Works Construction Inspection Course
- Cal State University, Sacramento, Water Program/Operation and Maintenance of Wastewater Collection Systems

Highlights:

Mr. Garcia has approximately 30 years of experience, of which 20 years has been working as the City Public Works Inspector for the City of Palmdale. His experience includes inspecting of all types of public works construction project: roadway construction, pavement rehabilitation, signals, grading, storm drains, sewer mains, concrete structures, sidewalks, and gutters. He also worked on county, state and federal funded projects. Mr. Garcia provided public works inspection services to the following Transtech client Cities: City of Hesperia; City of Commerce, City of Maywood, City of Cudahy.

ANDY CARLTON, Inspector (Inspection Support)**Education:**

- Computer Science, California State University, Fullerton

Highlights:

Mr. Carlton has approximately 15 years of experience, of which 5 years are in Inspection. Mr. Carlton works as Public Works Inspector capacity at various Transtech client cities, which include Temple City, Commerce, South El Monte as Public Works Inspector issuing encroachment permits to various public works projects. His inspection experience in this capacity includes steel, masonry, concrete sidewalks, curb ramps, curb & gutter, driveways, on-site & off-site grading, trenching, traffic control measures, and street pavement. Recent projects representative of Mr. Carlton's recent PW inspection experience include: City of Pico Rivera, METRO, Hot Spots Intersection Improvements Rosemead Boulevard at Slauson Avenue; City of Commerce, Atlantic Boulevard Improvements as part of METRO Call for Projects; City of South Gate, Safe Routes to School (SR2S) Cycle 10 Improvements Project.

CLEMENTE ELIZALDE, Inspector (Inspection Support)**Education**

- San Bernardino Valley College, with a Major in Radio/Television, Communications and Electronics
- Chaffey College, with a major In Industrial Electricity, Motor starters and Operational amplifiers

Registrations/Certifications

- Certified International Municipal Signal Association "IMSA" level III Technician

Highlights

Mr. Elizalde has over 30 years of experience in general engineering/public works projects. He has worked in the capacity of signals technician, supervisor, and public works inspector. He has knowledge of standards and procedures for public agencies, including the Green Book, Caltrans, and has extensive experience in traffic signal systems inspection, maintenance and installation, traffic control, safety and OSHA compliance requirements. Mr. Elizalde also has experience in inspecting federally funded projects to ensure compliance with the Caltrans Local Assistance Procedures Manual.

His experience as public works inspector at Transtech includes:

- HSIP Cycle 7, Firestone Blvd ITS Improvements, City of Norwalk (Fed. Funded) (\$2.0M): Traffic signal improvements (poles, mast arms, controllers, conduits), accessibility improvements, signage and striping. Transtech provided construction management/inspection services.
- HSIP Cycle 7, Traffic Signal Improvements at Alondra Blvd, City of Norwalk (Fed. Funded) (\$2.0M): Traffic signal improvements (poles, mast arms, controllers, conduits), accessibility improvements, signage and striping. Transtech provided construction management/inspection services.
- HSIP Cycle 7, Traffic Signal Improvements at Studebaker Road, City of Norwalk (Fed. Funded) (\$2.0M): Traffic signal improvements (poles, mast arms, controllers, conduits), accessibility improvements, signage and striping. Transtech provided construction management/inspection services.

Prior to joining Transtech, Mr. Elizalde worked at the City of San Bernardino.

SUBCONSULTANTS:

If any specialty services are needed, and if the City desires Transtech to provide such services, we included several specialty subconsultants, with whom we have worked on any assignments previously:

- **Geotechnical Engineering, Materials Testing/Inspection Support: GEO-ADVANTEC, Inc.;** www.geoadvantec.com

Geo-Advantec offers comprehensive services in various areas from site feasibility evaluation through project completion for a wide range of projects and services, which include: Geotechnical Eng.; Eng. Geology; Geotechnical Earthquake Eng.; Geotechnical Instrumentation; Pavement Eng.; Forensic Geotechnical Eng.; Grading Monitoring and Field Testing; Soils & Materials Laboratory Testing; Special Inspection Services. Geo-Advantec owns a certified laboratory accredited by AMRL (ASHTO Materials Reference Laboratory), in conformity to the requirements of the AASHTO Accreditation Program (AAP), AASHTO R-18, ASTM D3740 and ASTM E329; CCRL (Cement and Concrete Reference Laboratory); Caltrans; DSA (the Department of the State Architects); Army Corp of Engineers.

- **Fed/State Funding / Labor Compliance Support: AVANT GARDE, Inc. (DBE/WBE Firm);** www.agi.com.co

Established 15 years ago, Avant-Garde is a progressive full-service public agency firm. The firm is working with various programs and projects throughout the entirety of Southern California, including counties of Los Angeles, Riverside, Orange, and San Bernardino.

- **Environmental Consulting Support: ULTRA SYSTEM, Inc. (DBE/WBE Firm):** www.ultrasystems.com
UltraSystems was established in 1994 as a consulting practice specializing in the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA), and to assist private industry and governmental agencies navigate environmental regulations. The firm prepares and reviews CEQA and NEPA compliance documents and supporting technical studies that include the following disciplines: air quality and greenhouse gas emissions, noise, biological, cultural, land use, socioeconomic, hydrology, water supply and aesthetics. The projects have ranged in complexity from categorical exemptions and categorical exclusions, to Negative Declarations (ND) and Mitigated Negative Declarations (MND), to full Environmental Impact Reports (EIR) and Environmental Impact Statements (EIS).
- **Architectural Consulting Support: IDS GROUP, Inc.:** www.idsgi.com
IDS Group is an award-winning multi-discipline architectural firm based in Southern California. IDS has successfully provided turn-key design and management solutions to the building and infrastructure industries with state-of-the-art sustainable projects throughout the United States, with roots spanning over 60 years, the firm has provided fully-integrated and industry-leading design, engineering, program | construction management and/or master planning services for over 5,000 projects, to hundreds of public and private sector clients. IDS Group is headquartered in Irvine, California with offices in Los Angeles, San Diego, Arizona.
- **Landscape Architecture Support: WITHERS & SANDGREN, LTD:** www.withersandsandgren.com
Withers & Sandgren has been involved in providing varying levels of support to Community Development Departments for over twenty years. The firm has provided counter support for walk in plan reviews, been monthly Design Review Committee attendees, as well as presenters with planning staff to Planning Commissions and City Councils.
- **Survey Support: VANLENCO, Inc.:** www.vanlenco.com
Vanlenco offers topographic surveying, mapping, terrestrial lidar, UAV services and right-of-way engineering. Vanlenco has been working as one of Transtech's subconsultants and providing support services on many projects.

3.d. Staff Organization

AHMAD ANSARI, PE Contract Principal-in-Charge Former PW Director, City Engineer 30+ years of experience		MELISSA DEMIRCI, RSP Principal, Municipal Services 15+ years of experience
REP REQUIRED STAFF DESIGNATIONS		
City Engineer The firm will provide a qualified individual to serve as the City's designated "City Engineer," who will report directly to the City Manager. The City Engineer shall be a registered professional civil engineer in the State of California for at least the past ten (10) years and have been assigned to serve the role of City Engineer in a California municipality within the past three (3) years.	As-Needed Traffic Engineer The firm will provide a qualified individual to serve as the City's designated "City Traffic Engineer" on an as-needed basis. The City Traffic Engineer shall be a registered professional traffic engineer in the State of California for at least the past ten (10) years and have been assigned to serve the role of City Traffic Engineer in a California municipality within the past three (3) years..	Public Works Permit Management and Inspection The firm will provide a qualified individual to serve as the City's designated "Public Works Inspector and the Public Works Technician." The Public Works Inspector and Public Works Technician shall have at least three (3) years of experience conducting public works inspections for municipal right-of-way or encroachment permits and have performed public works inspection services in a California municipality within the past twelve (12) months.
Designated City Engineer AHMAD ANSARI, PE Education: BS Civil Engineering Licenses: Licensed Civil Engineer Experience: Mr. Ansari has over 30 years of experience and has worked at several public agencies, including: • City of Moreno Valley- PW Dir/City Eng • City of Rialto- PW Dir/City Eng • City of Perris- PW Dir • City of Pomona- Dep PW Dir/City Eng	Designated As-Needed Traffic Engineer BAHMAN JANKA, TE Education: MS, BS Civil Engineering Licenses: Licensed Traffic Engineer Experience: Mr. Janka has over 35 years of experience. and has worked at several public agencies, including: • City of Pasadena, Transp Admin/Dep Dir • City of Santa Clarita: City Traffic Eng • City of Fremont: Associate Traffic Eng • City of Palo Alto: Associate Traffic Eng	Designated Public Works Permit Management and Inspection CRAIG M. WHEELER Education: BA Licenses: NASSCO-Certified Inspector Experience: Mr. Wheeler has over 30 years of experience in inspecting projects for public agencies, including roadway construction, pavement rehab, ADA, sidewalk, grading, wet/dry utilities, street lighting, traffic signals, parks, etc., including Federal Funded projects in compliance with Caltrans LAPM requirements.
Support Staff MICHAEL LLOYD, PE, QSD/P, Sr. Engineer Former PW Director, City Engineer 25+ years experience MOHAMMAD MOSTAHKAMI, PE, Sr. Engineer Former PW Director, City Engineer 35+ years experience MICHAEL ACKERMAN, PE, QSD/, Sr. Engineer Former PW Director, City Engineer Former Caltrans Engineer 20+ years experience JOHN OSKOUI, PE, Sr. Engineer Former PW Director, City Engineer 30+ years experience	Support Staff JANA ROBBINS, PTP, Professional Transp. Planner 30+ years experience NORMAN CAESAR M. BACULINAO, PE, TE Former City Traffic Engineer 30+ years experience KAREN VIGIL, EIT, PTP, RSP, Associate Traffic Engineer 30+ years experience NICOLE ROBBINS, Traffic Analyst 4 years experience	Support Staff EARL FRASER, QSP, Field CM/Inspector 30+ years experience ANDY CARLTON, Field CM/Inspector 15+ years experience JOE LARA, Field CM/Inspector 30+ years experience JERRY PEREZ, Field CM/Inspector 30+ years experience JEFFREY HIRSH, Field CM/Inspector 25+ years experience ROBERT GARCIA, Field CM/Inspector 25+ years experience JAMES PAGANI, Field CM/Inspector 25+ years experience

STAFF FOR OTHER TASKS LISTED IN THE RFP	
Public Works/CIP Project Design, Project Management & Administration, Funding Management, Construction Management, Construction Inspection, and Labor Compliance Services The firm will provide a Public Works/CIP project design, project management & administration, funding management, construction management and inspection, and labor compliance services through qualified individuals at the request of the City Manager. The firm's design phase and construction phase staff must each have at least five (5) years of experience of providing design phase and construction phase engineering services to municipalities in California and have performed these services for California municipalities within the past twelve (12) months. Plans, specifications, engineering reports and/or studies must contain a valid registered professional engineer/architect stamp from Consultant's staff, who shall be registered professionals in the State of California. As-Needed Other/Additional Public Works Engineering Services At times, the City may require other/additional Public Works engineering and administrative services. The firm will provide as-needed other/additional Public Works engineering services through qualified individuals at the request of the City Manager. The firm's tasks may include, but are not limited to, the following: 1. Project administration, grant administration, and contract administration for projects or programs not related to CIP Projects 2. Miscellaneous engineering services as needs arise.	
Public Works/CIP Project Design and Management	Project Management & Administration, Funding Management, Construction Management, Construction Inspection, and Labor Compliance Services
DAVID RAGLAND, PE, PLS, QSD, QSP, QSIP, Sr. Engineer 35+ years experience ZIAD Y. MAZBOUDI, PE, QSD, QSP, CPSWQ, CPESC, LEED AP, Sr. Engineer 30+ years experience CARLOS A. PINEDA, PE, QSD, QSP, LEED, Sr. Engineer 30+ years experience JOSEPH DEPERALTA, PE, QSD, Sr. Engineer 30+ years experience ALLEN PANGAN, PE, Sr. Engineer 30+ years experience BAHMAN JANKA, TE, Sr. Traffic Engineer 30+ years experience NORMAN CAESAR M. BACULINAO, PE, TE Former City Traffic Engineer 30+ years experience MICHAEL LLOYD, PE, QSD/P, Sr. Engineer 25+ years experience MOHAMMAD MOSTAHKAMI, PE, Sr. Engineer 35+ years experience MICHAEL ACKERMAN, PE, QSD/, Sr. Engineer 20+ years experience ALI ZAGHARI, PE, PMP (Caltrans involved projects Support Former Caltrans Distr 7, Dep. Dir, Transportation) 30+ years of experience ROBERT QUINTERO, (CIP/PM/CM/Utility Coord. Support) Former SCE Public Affairs Dir., Former PW Dir. and Planner 25+ years experience	OKAN DEMIRCI, PE, QSD, QSP, Principal Project Manager 15+ years experience OMAR M. MOHEIZE PE, Sr. Engineer 30+ years experience AZITA FAKOORBAYAT, PE, Sr. Engineer 30+ years experience HANI NASR, PMP, Sr. Construction Manager 20+ years experience ADAM TALBOT, CIP Project Manager 10 years experience FURKAN CETINKALE, CIP Project Manager 10 years experience LEONARDO MARTINEZ, CIP Project Manager 8 years experience RUDOLPH RODRIGUEZ, EIT, CIP Project Manager 5 years experience BRIAN CERVANTES, EIT, CIP Project Manager 5 years experience CRAIG M. WHEELER, Field CM/Inspector 30+ years experience JOSE LARA, Field CM/Inspector 30+ years experience EARL FRASER, QSP, Field CM/Inspector 30+ years experience JERRY PEREZ, Field CM/Inspector 30+ years experience JEFFREY HIRSH, Field CM/Inspector 25+ years experience RYAN BRESSLER, Field CM/Inspector 30+ years experience KEITH WYATT, Field CM/Inspector 30+ years experience ROBERT RUIZ, Field CM/Inspector 25+ years experience ROBERT GARCIA, Field CM/Inspector 25+ years experience JAMES PAGANI, Field CM/Inspector 25+ years experience CLEMENTE ELIZALDE, Field CM/Inspector 30+ years experience ANDY CARLTON, Field CM/Inspector 15+ years experience
Specialty Subconsultants • Geotechnical Engineering, Materials Testing/Inspection Support: GEO-ADVANTEC, Inc.; www.geoadvantec.com • Fed/State Funding / Labor Compliance Support: AVANT GARDE, Inc. (DBE/WBE Firm); www.agi.com.co • Environmental Consulting Support: ULTRA SYSTEM, Inc. (DBE/WBE Firm); www.ultrasystems.com • Architectural Consulting Support: IDS GROUP, Inc.; www.idsgi.com • Landscape Architecture Support: WITHERS & SANDGREN, LTD; www.withersandsandgren.com • Survey Support: VANLENCO, Inc.; www.vanlenco.com	
LARGE POOL OF WELL EXPERIENCED STAFF AND RESOURCES READILY AVAILABLE: Transtech has a large pool of well experienced staff and resources readily available to provide requested services, and respond to requests in a timely, efficient, and cost-effective manner. Our staff and resources include approximately 250 professionals, including city engineers, traffic engineers, building officials, plan checkers, inspectors, permit technicians, engineers, project managers, designers, construction managers, technicians, support personnel.	

3.e. Licenses

Licenses and Certificates of the Firm and Staff Members in Diversified Fields:

Several of our engineers are licensed as Professional Engineers by the State of California Board for Professional Engineers, Land Surveyors, and Geologists (BPELSG).

- PE (Licensed Civil Engineer)
- TE (Licensed Traffic Engineer)
- PLS (Licensed Land Surveyor)
- QSD (Construction General Permit Qualified SWPPP Practitioner)
- QSP (Construction General Permit Qualified SWPPP Developer)
- QISP (Industrial General Permit Qualified Industrial Stormwater Practitioner)
- PMP (Professional Transportation Planner)
- RSP (Registered Safety Professional)
- CAsp (Certified Access Specialist)
- PMP (Certified Project Management Professional)
- CPSWQ (Certified Professional in Storm Water Quality)
- CPESC (Certified Professional in Erosion and Sediment Control)
- LEED AP (Professional with specialty credential with knowledge in green building practices)
- Registered Construction Inspector by American Construction Inspectors Association
- Certified International Municipal Signal Association "IMSA" level III Technician

Also, several of our staff members are certified by the International Code Council (ICC).

Building Official Certifications:

- ✓ Certified Master Code Professional
- ✓ Building Code Official
- ✓ Building Official

Plan Check Certifications:

- ✓ Residential Building Plans Examiner
- ✓ Commercial Building Plans Examiner
- ✓ California Building Plans Examiner
- ✓ Certified Sustainability Professional
- ✓ CalGreen Plans Examiner
- ✓ Accessibility Plans Examiner
- ✓ Commercial Energy Conservation Plans Examiner
- ✓ Residential Plans Examiner
- ✓ Mechanical Plans Examiner
- ✓ Plumbing Plans Examiner
- Electrical Plans Examiner

Inspection Certifications:

- ✓ Combination Inspector
- ✓ Commercial Building Inspector
- ✓ Residential Building Inspector
- ✓ Accessibility Inspector
- ✓ Commercial Energy Conservation Insp.
- ✓ Electrical Inspector
- ✓ Commercial Electrical Inspector
- ✓ Residential Electrical Inspector
- ✓ Residential Energy Conservation Inspector
- ✓ Residential Building Inspector
- ✓ Residential Mechanical Inspector
- ✓ Mechanical Inspector
- ✓ Commercial Mechanical Inspector
- ✓ Plumbing Inspector
- ✓ CalGreen Inspector
- ✓ Building Inspector CBC
- ✓ Building Inspector UBC

- ✓ Plumbing Inspector UPC
- ✓ California Building Inspector
- ✓ California Commercial Plumbing Inspector
- ✓ California Residential Mechanical Inspector
- ✓ California Residential Mechanical Inspector

Additional Inspection Certifications:

- ✓ IAPMO Plumbing, Mechanical Inspector
- ✓ Fire Code Inspector
- ✓ Fire Inspector II
- ✓ California UST Inspector

Permit Technician Certification:

- ✓ Permit Technician
- CACEO** Certified Code Enforcement Officer
- State of California Safety Assessment Program:**
- CalOES SAP Evaluator

4. APPROACH TO SCOPE OF SERVICES

4.a. Project Understanding and Approach

4.a.1 PROJECT UNDERSTANDING

The City of Maywood is requesting proposals from qualified consultants for Municipal Engineering and traffic engineering services. The contract services will consist of City Engineering and Traffic Engineering services and other related duties as directed by the City Manager, including but not limited to consultation on City utilities and facilities (i.e., stormwater drainage and transportation system), consultation on development projects/permits, lead and manage the City's Capital Improvement Program, provide permit review and inspection services, and technical expertise regarding traffic signals, street lighting, traffic signs, and the issuance of encroachment and wide-load permits.

The City Manager oversees the public works engineering function, which is managed by a contract city engineer. All engineering services, including encroachment permits, public works plan reviews, and public works inspections are provided under contract.

The City has listed the following General Requirements for this RFP:

- a) Respondents shall have at least five (10) years of consecutive experience in engineering experience.
Transtech comment: Transtech has 36 years of experience in providing similar services (Transtech was established in 1989). Transtech is a multi-disciplinary engineering consulting firm. and is providing municipal services to approximately 90 public agencies.
- b) The proposed term of the contract under this RFP shall be for three years with the option to renew for two additional one-year periods at the discretion of the City.
- c) Respondent shall comply with the insurance requirements set forth in the form professional services agreement.
Transtech comment: Transtech is currently under contract with the City and comply with the insurance requirements.

The City of Maywood is a General Law City, with a Council/Manager form of government. The City is located in the southeast region of Los Angeles County, is 1.18 square miles and is bordered by the cities of Bell, Vernon, Huntington Park, and Commerce.

4.a.2 APPROACH

Customer Care and Responsive Service Approach:

- ✓ Our services are founded on the principals of **Total Quality Management** for **Total Customer Care and Satisfaction**.
- ✓ All telephone calls or e-mails received are returned within the same working day, or the following day. We take pride in our "**Same Day Response**" motto.
- ✓ Transtech also provides a **24-hour emergency contact** number to its clients.
- ✓ Customer Care means highest quality customer service. Transtech is committed to providing "**Customer Care**" to the City, City's patrons, including responding quickly and effectively to the walk-in, telephone, and electronic inquiries of the public related to our services. **Responsiveness** is an integral part of Transtech's "**Customer Care**" service approach.
- ✓ Our Contract Principal will meet with the Client's Project Manager frequently for **service evaluation** and address any areas for improvements.
- ✓ Responsiveness is an integral part of Transtech's "**customer friendly**" service approach. While our service is always on an "as needed" basis, our responsiveness is on "full-time" basis.
- ✓ Transtech understands the importance of being able to **expedite certain projects**, when requested, by the City.

Structured Approach: We have a structured approach to execute projects in an efficient manner that makes Transtech capable of providing the City with an efficient and quality product. Transtech has established guidelines and policies, including written manuals on quality control, project management, and design procedures for its staff and for its contract cities. These guidelines ensure a consistent approach to the execution of assignments undertaken by our organization in

compliance with City's specific procedures, standards and requirements. The following paragraphs describe our general approach to deliver projects in an efficient and cost-effective manner. A project specific approach will be provided for each assigned project and will become part of the specific contract for the specific project.

- **Project Management:** Our approach is to provide proactive management and attempt to identify potential issues and problems in advance and take corrective actions before they become problems. This requires extensive hands-on knowledge, experience and management skills of the people involved in managing the project. Our team members have extensive experience and proven track record in managing large and complex projects and bringing them to a completion on time and within budget.
- **Approach to Cost Control and Change Orders:** We evaluate project costs and develop feasible mitigation measures to minimize additional costs. We work as a team to solve problems or make modifications in the field to address unforeseen conditions or owner generated changes in a cost-effective manner.
- **Approach to Scheduling and Timely Completion of Project and Schedule Recovery:** The baseline schedule should properly identify the project scope, critical path, project milestones, target dates, phases and sequences of work, and activity durations. When significant activities show that they are slipping from the baseline, we work with the contractor to develop recovery plans.
- **Management of Documents:** We use an electronic file management system. All construction forms, daily dairies, weekly statement of working days, etc. are stored in our electronic file system, and are per Caltrans documentation system. We provide these documents at the end of the project to the client in organized files as well as pdf files.
- **Safety and Security:** We hold meetings with the contractor to review and discuss safety and security requirements, OSHA conformance, emergency security and safety procedures, and enforce security and safety responsibilities.
- **Funding Closeout:** We prepare necessary closeout documentation required by the funding agencies, submit final reimbursement documentation, follow-up on the reimbursements, and final funds balance report.
- **Project Closeout:** We recognize that closeout is an important part of the construction process. It signifies that the new facility structure is ready to use. We methodically handle all closeout tasks to ensure a smooth transition from construction to occupancy.
- **Methodology for Communication to Inform City on Work Progress:** Key project team members will attend periodic project progress meetings with City staff throughout the project duration.
- **Electronic common project information and file sharing platform:** We create and provide access to project participants a common project information and file sharing platform.

Coordination with City: Key project team members will attend periodic project progress meetings with City staff throughout the project duration. We will establish and maintain a close working relationship with City staff. We will manage assigned projects, carefully control costs and resources, and complete assigned work on schedule. We will provide progress reports to the City at regular intervals.

Expediting Projects: Transtech understands the importance of being able to expedite tasks when requested by the City. Transtech has sufficient staff and resources to expedite projects.

CIP Management: Transtech manages Capital Project Programs and maintains CIP Matrix and Schedule for various contract Cities. The CIP Matrix includes detailed tracking information for each CIP, as well as a high-level project schedule status in bar chart format for various project phases. The CIP Matrix is updated frequently, and project status is presented to City Management at management meetings, as well as to City Council when directed by the City Management.

Project Schedules: Transtech has a proven track record for completing projects on time. Part of our role as Project Managers is to develop, review, update and manage the project schedules and confirm that tasks are scheduled within reasonable and appropriate timeframes. We constantly review, monitor and update the schedule to confirm it is in compliance with the original schedule and that related coordination with external/3rd parties/regulatory agencies/utility companies, etc. are on track. If the look ahead schedule is not in compliance with the original schedule, we take appropriate actions to avoid potential delays. Our approach to Scheduling and Timely Completion of Project and Schedule Recovery includes having the contractor prepare a baseline schedule, which identifies the project scope, critical path, project milestones, target dates, phases and sequences of work, and activity durations. When significant activities show that they are slipping from the baseline, we work with the contractor to develop recovery plans.

Contract Administration Approach (Caltrans LAPM): For construction contract administration, we follow guidelines described in Caltrans Local Assistance Procedures Manual (LAPM). Maintaining complete and accurate files is a very important aspect of managing federally funded projects. Generally, whenever the local agency is unable to produce requested data or information, it is assumed by reviewing personnel that the required actions were either never performed or not properly recorded. Organized project files can minimize these negative assumptions. Organization and content of the project file is one indicator of effective and efficient management of the project by the resident engineer. LAPM has been prepared to aid California local agencies scope, organize, design, construct and maintain their public transportation facilities when they seek Federal Highway Administration (FHWA) funded federal-aid or state funding. This manual describes the processes, procedures, documents, authorizations, approvals and certifications, which are required in order to receive federal-aid and/or state funds for many types of local transportation projects.

Project Controls: Our staff has experience with various document control software systems including Procore, Autodesk ConstructWare (which has now become Construction Cloud), and Primavera P6. In our experience all major control software programs work basically the same way and adapting from one software offering to another has a fairly small learning curve. Because the specific software is generally a choice made by the prime contractor, our staff is ready to partner with any user of any program. That said, not all projects require the 'fire power' associated with an expensive, sophisticated control system. Sometimes an intelligently designed filing system that stores basic Word, Excel, PDF, and email documents in the cloud is all a project really needs.

Project Control System: Transtech has developed its in-house Project Control Procedures and System, follow guidelines similar to what is described in Caltrans Local Assistance Procedures Manual (LAPM). Following is the link to Transtech's Project Control Procedures and System:

<https://www.dropbox.com/scl/fi/ovaszv2odb0eqxp6qdo3f/CIP-Filing-System-Index-v20240212.100-003.pdf?rlkey=rart96lbt7yif4qka3y5tck1n&dl=0>

10 Administration

- 10.00 Filing System:** Contains all of the generic documents and templates that are used repeatedly. Use master templates on the library for all documents and forms referenced on this index.
- 10.01 CIP Checklist:** Contains step by step CIP checklist/workflow applicable to a project from inception to closeout. Update this checklist throughout the project to maintain project workflow.
- 10.02 Correspondence:** Contains general correspondence (emails, memos, etc.) throughout the project. Specific correspondence for each project phase should be filed under applicable folder.
- 10.03 Staff Reports:** Contains City Council meeting staff reports and resolutions.
- 10.04 Project Funding Sources:** Contains CIP Project Sheet/Charter from City Fiscal Year Budget including funding information.
- 10.05 Project Budget:** Contains overall project budget throughout the project.
- 10.06 Project Schedule:** Contains overall project schedule throughout the project.
- 10.07 Public Records Request:** Contains public information requests throughout the project.

20 Planning and Studies

- 20.01 Contracting:** If services in this category is contracted, this folder contains all contracting documentation (RFP, proposals, etc.). Use subfolders as needed for different disciplines (environmental, ROW, survey, geotechnical, etc.).
- 20.02 Environmental Determination:** Contains environmental documentation (CEQA, NEPA, etc.).
- 20.03 ROW & Easement:** Contains right of way acquisition, easement, temporary construction easement, etc..
- 20.04 Land Survey:** Contains land survey (topo survey, drawings, reports, etc.).
- 20.05 Geotechnical Investigation:** Contains geotechnical investigation (coring results, reports, recommendations, etc.).
- 20.06 Site Utilities:** Contains utility company contact information, correspondence log, letters, maps received, etc.
- 20.07 Misc Reports & Studies:** Contains any miscellaneous reports and studies.
- 20.08 Permitting:** Contains all applicable permits including local, state and federal for the project.

30 Bid Package Development/Design

- 30.01 Contracting:** If services in this category is contracted, this folder contains all contracting documentation (RFP, proposals, etc.).
- 30.02 Design Development:** Contains design development documents including CAD files, aeriels, xref, pdf, etc.
- 30.03 Design Submittals:** Contains all PS&E submittals during design phase (typical 30%, 60%, 90%, 100% submittals).
- 30.04 Specifications:** Contains general provisions, special provisions, appendices, etc.
- 30.05 Estimates:** Contains project construction estimates.
- 30.06 Bid Package:** Contains project bid package including front end administrative specs (NIB, IB, Bid, General Provisions/Specifications) and project technical specs (Special Provisions, Appendices, Project Plans).
- 30.07 Project Meetings:** Contains design kickoff/progress meetings sign in sheets, agendas, minutes and notes.

40 Bidding

- 40.01 Bid Package as Advertised:** Contains as advertised bid package in pdf.
- 40.02 Bid Advertisement:** Contains plan holders list and proof of advertisement.
- 40.03 Pre-Bid Meeting:** Contains pre-bid meeting (if applicable) sign in sheet, agenda, and notes. Indicate whether mandatory/non-mandatory.
- 40.04 Questions:** Contains all questions received during bidding phase.
- 40.05 Addenda:** Contains all addenda issued during bidding phase.
- 40.06 Bids Received:** Contains bid opening results and all bids received at the bid opening.
- 40.07 Bid Analysis:** Contains bid analysis (bid tabulation, review of apparent low bid, reference checks, determination of lowest responsive bid, CA license, DIR registration, state and federal debarments).
- 40.08 Agreement:** Contains construction agreement document, appendices, bonds, insurances, W-9, business license.
- 40.09 Notice To Proceed:** Contains Notice to Proceed document issued to the Contractor.

50 Construction Management

- 50.01 Contract: Contains fully executed construction contract.
- 50.02 Project Personnel: Contains project personnel during construction including Owner, Construction Manager (CM), Construction Inspector (CI), Construction Contractor, Materials Testing (MT), Labor Compliance, Grant Manager, Emergency Contacts, Utility Companies, Contractor's Emergency Contact Information Sheet, Contractor's Letter designating representative authorized to act for the contractor.
- 50.03 Conformed Construction Documents: Contains conformed set of construction documents (plans and specifications) issued for construction. Update these documents throughout construction with any revisions/redlines.
- 50.04 RFI: Contains a common Request for Information (RFI) log, received and responded RFIs, filed by transmittal number.
- 50.05 Submittals: Contains a common Submittal log, received and responded Submittals, filed by transmittal number.
- 50.06 WSWD: Contains Weekly Statement of Working Days (WSWD) issued to the Contractor.
- 50.07 Quality Assurance: Contains all documents generated as part of any QC/QA process including: Quality Assurance Plan (QAP), Special Inspection Reports, Shop Inspection Reports, Material Placement, Material Testing, Delivery Tickets, Structural Observation, Designer Observation, Pad Certification, Buy America Certifications, Material Certificate of Compliance (CoCs), and any QC/QA Manuals.
- 50.08 Engineer Reports: Contains Resident Engineer Weekly Reports, Incident Reports throughout construction.
- 50.09 Inspector Reports: Contains Construction Inspector (Asst. RE) Daily Reports.
- 50.10 Photographs: Contains all photos taken filed by date.
- 50.11 Quantity Calculation Sheets: Contains monthly progress payment item quantity calculation sheets.
- 50.12 Change Orders (CCO): Contains Request for Change Orders (RFCO), Potential Change Orders (PCO) and finalized Contract Change Orders (CCO).
- 50.13 Progress Payments: Contains monthly progress payments, waiver/release documents.
- 50.14 Labor Compliance & EEO: Contains labor compliance documents.
- 50.15 DBE: Contains Disadvantaged Business Enterprise certificates, reports and documents.
- 50.16 Progress Schedule: Contains baseline schedule, weekly lookahead schedules, and recovery schedules.
- 50.17 Project Meetings: Contains pre construction meetings, special meetings, progress (weekly/bi-weekly) meetings sign in sheets, agendas, minutes and notes.
- 50.18 Construction Notices & Signs: Contains construction notices and signs.

60 Project Closeout

- 60.01 Punch Lists: Contains project punch list prepared by Construction Inspector.
- 60.02 Guarantees & Warranties: Contains guarantees and warranties.
- 60.03 O&M: Contains Operations and Maintenance manuals.
- 60.04 Final Inspection: Contains final inspection report.
- 60.05 As-Builts: Contains field redlined construction plans "as-builts".
- 60.06 Notice of Completion: Contains Notice of Completion (NOC) document as filed.

70 Grant Management *(only applicable to projects receiving Caltrans funding, if other special funds are involved on the project, check with the grant manager for specific folders/documents)*

- 70.00 Grant Application: Contains Grant Application.
- 70.01 Master Agreement: Contains Caltrans Master Agreement.
- 70.02 Program Supplemental Agreement: Contains Program Supplemental Agreement (PSA) received from Caltrans.
- 70.03 RFA For Preliminary Engineering: Contains Request for Authorization for Preliminary Engineering (PE) Phase application documents to Caltrans.
- 70.04 Environmental Documents: Contains Preliminary Environmental Study (PES) submittal package to Caltrans.
- 70.05 ROW Certificate: Contains Right of Way Certification submittal to Caltrans.
- 70.06 RFA For Construction: Contains Request for Authorization for Preliminary Engineering (PE) Phase application documents to Caltrans.
- 70.07 CON Award Package: Contains Construction Award Package submitted to Caltrans.
- 70.08 E-76: Contains approved E-76 received from Caltrans.
- 70.09 Reimbursements: Contains reimbursement invoices submitted to Caltrans.
- 70.10 Grant Closeout: Contains Final Report of Expenditures (FROE) submitted to Caltrans.
- 70.11 Process Review: Contains Pre-Construction, Construction, Post-Construction Process Review.

ENGINEERING PLAN CHECK AND PUBLIC WORKS INSPECTION SERVICE APPROACH:**Service Philosophy:**

Our service philosophy is defined by our unique “**Customer Care**” approach in delivering our services in **High Quality, Timely, Efficient and Customer Friendly** manner:

- ✓ Transtech is well known in providing **Cost Effective Services** on time with a **customer friendly and responsive** approach.
- ✓ Our services are founded on the principles of **Total Quality Management** for **Total Customer Care**.
- ✓ We have a **structured approach** to execute projects in an efficient manner that makes Transtech capable of providing the City with the highest quality product.
- ✓ We start by **working with the applicant early on** and during plan review to help them prepare a set of plans which have all of the required information clearly and logically presented.
- ✓ Additionally, we never hesitate to make suggestions which help eliminate complicated details, **reduce construction costs, and/or provide details which are easy to verify in the field**. Experience has taught us well that inspection time and applicant frustration can both be substantially reduced, while increasing overall compliance, by producing a better set of plans during the plan review process. And in the case of homeowners, **this policy often demonstrates early on that the City really is truly a partner in a process that can often be a source of stress and tension for many applicants, and we fully understand that.**
- ✓ This policy reduces the number of plan review rechecks required, **allows the applicant to obtain a permit much sooner**, and reduces the overall time our staff is required to spend on that particular plan.
- ✓ Transtech provides all plan check **comments on electronic files**. All plan check comments are provided on pdf format electronically, **as well as hard copies**. Plan review corrections are written clearly and are **fully detailed to explain the Code deficiency**.
- ✓ To help the applicant better understand the problem, Transtech provides as much information during plan review as possible. We believe that if the applicant has a **clear understanding of the problem**, he or she can take the necessary steps to correct the condition. This policy reduces the number of plan review rechecks required, allows the applicant to **obtain a permit much sooner**, and reduces the overall time our staff is required to spend on that particular plan. Unclear and/or cryptic corrections are never written, and all correction lists, except those written over the counter, are typed and printed on a laser printer.
- ✓ Our plan checkers **confer early on and respond to questions** from the architect, engineer, designer, applicant, etc. When requested, our plan checkers also meet with the architect, engineer, designer, applicant, etc. at our offices to answer questions or for rechecks where the plan corrections.
- ✓ Our policy is to assist the architect, engineer, designer, applicant, etc. as much as possible, which helps **eliminate complicated details, reduce construction costs, and/or provide details which are easy to verify in the field**.
- ✓ All telephone calls or e-mails received are returned within the same working day, or the following day. We take pride in our “**Same Day Response**” motto.
- ✓ **Responsiveness is an integral part** of Transtech’s “customer friendly” service approach.
- ✓ We will strive to **enhance the City’s image by public trust** to be the most desirable community to live, invest and conduct business.
- ✓ Customer Care means highest quality customer service. Transtech is committed to providing “**Customer Care**” to the City, City’s patrons, responding quickly and effectively to the walk-in, telephone, and electronic inquiries of the public related to our services.

Plan Check Processing: When a plan check order is received, it is logged and reviewed by Building Staff and then assigned to applicable plan checkers. The plan check duration is monitored thru the plan check log data base, which generates messages at identified intervals to inform plan checkers and supervising Sr. Staff so that they are aware of how the progress and status continuously. If any potential delay is monitored, necessary steps are taken, such as meeting with plan checker to review the schedule, workload, performance, and identify actions, including assigning additional staff, if necessary, to ensure timely completion of assignment.

Plan Check Coordination:

Our plan checkers respond to questions from the architect, engineer, designer, applicant, etc. When requested, our plan checkers also meet with the architect, engineer, designer, applicant, etc. at our offices to answer questions or for rechecks.

- Our policy is to assist the architect, engineer, designer, applicant, etc. as much as possible, which helps eliminate complicated details, reduce construction costs, and/or provide details which are easy to verify in the field. This pro-active approach reduces inspection time and questions, and applicant frustration, while increasing overall compliance, by producing a better set of plans during plan review process. Especially, when the applicant is a

homeowner trying to improve his/her property, this policy often demonstrates early on that the City really is here to help.

Approach to Meeting with Applicants: Our staff is available to applicants by phone and through email or through virtual meeting for questions or available to meet for rechecks if necessary. Our policy is to meet with applicants virtually via TEAMS or ZOOM or when necessary, at City Hall, but we also have an available facility at our office meetings with applicants.

Expedited/Off-Business Hours/Weekend Services: If the City receives a request from applicants for expedited plan check services, Transtech staff is able to provide additional resources to accommodate such a request. If the City requests inspection services, Transtech staff will provide additional resources to accommodate inspection requests during off business hours and weekends.

Quick Turn Around and Expedited Service: Transtech will provide plan checks on a **quick turn-around schedule**. Transtech also provides expedited service when requested. **Applicant will be able to see online on real time the progress of plan check submittals.**

Weekend, Holiday & After Work Inspection: Transtech is readily available and has the resources to provide weekend, holiday, and after-work hour inspections as requested by the City Manager or designee.

4.b. Scope of Services

The RFP includes a detailed Scope of Services, which is cited below.

City Engineer

The firm will provide a qualified individual to serve as the City's designated "City Engineer," who will report directly to the City Manager. The City Engineer shall be a registered professional civil engineer in the State of California for at least the past ten (10) years and have been assigned to serve the role of City Engineer in a California municipality within the past three (3) years. The City Engineer will be available off-site for electronic or telephone communication with City staff, public officials, community leaders, developers, contractors, utilities, public agencies, and the general public. The City Engineer's tasks may include, but not be limited to, the following:

1. Attend public meetings including, but not limited to, meetings of the City Council, and Planning Commission, and staff level meetings with City staff, public officials, community leaders, developers, contractors, utilities, public agencies, and the general public.
2. Analyze the City's needs and prepare, recommend, and administer long- and short-range programs consistent with the economic capabilities of the City. This includes preparation of all documentation related to the City's annual Capital Improvement Program (CIP) project budgets.
3. Identify current and future CIP projects, recommend those future CIP projects to the City Manager for inclusion in the upcoming fiscal year's CIP project budget, assist with the scope, schedule, status updates, and assist with identifying funding sources for CIP projects.
4. Conduct bi-weekly CIP Update meetings, track all CIP projects, including current status, funding/budget status; coordinate with City staff and various consultants to deliver the City's CIP projects; and assist the City Manager with the management of the City's CIP including managing design consultants.
5. Review and comment on private development projects including private development construction plans, site plans, or subdivision maps for compliance with City adopted design standards, subdivision standards, including, but not limited to, review of the following:
 - A. Map Plans: Review tentative maps, final maps, easement deeds and lot line adjustments, and establish recommended Conditions of Approval. The consultant shall check and review map boundaries, metes and bounds, and field check final documentation prior to bond exoneration.
 - B. Hydrology and Hydraulics Plans: Review hydrology and hydraulic studies in compliance with Los Angeles County Drainage Design Standards, Hydrology Manuals, Local Drainage Manuals, and utilize appropriate Hydrology and Hydraulics software programs.
 - C. Street Improvement Plans: Review street, drainage, and traffic control plans in compliance with the following: City

- standards, Standard Plans and Specifications for Public Works Construction (Greenbook), MUTCD, Caltrans Highway Design Manual, Caltrans Traffic Manual, Caltrans Standard Plans and Specifications, Los Angeles County Hydrology Manuals, Local Drainage Manuals, the Americans with Disabilities Act, and California Title 24.
- D. Structural Improvement Plans and calculations.
- E. Provide general engineering consultation in connection with problems such as traffic congestion, need for traffic calming, parking issues, street sign programs, etc.
- 6. Recommend policies, regulations and/or ordinances pertaining to engineering matters.
- 7. Provide technical advice to the City's personnel assigned to Public Works maintenance activities.
- 8. Advise the City regarding engineering, construction financing, and grant funding opportunities available from other governmental agencies.
- 9. Make recommendations pertaining to land development project control.
- 10. Establish working relationships and coordination with all other public agencies and private utilities involving engineering matters affecting City.
- 11. Conduct field investigations of various engineering issues.
- 12. Assist the City with the processing of required federal, state and regional permits.
- 13. Assist the City with processing grant applications and administration of awarded grants.
- 14. Perform miscellaneous engineering tasks, feasibility studies, investigations, and other duties as directed by the City Manager.

As-Needed Traffic Engineer

The firm will provide a qualified individual to serve as the City's designated "City Traffic Engineer" on an as-needed basis. The City Traffic Engineer shall be a registered professional traffic engineer in the State of California for at least the past ten (10) years and have been assigned to serve the role of City Traffic Engineer in a California municipality within the past three (3) years. The City Traffic Engineer's tasks may include, but not be limited to, the following:

1. Advise and assist City's departments, commissions, committees, and the City Council on various traffic related issues and provide interface with regional and State transportation agencies.
2. Assess the potential traffic impact of proposed development/redevelopment projects.
3. When requested by the City Manager (or his/her designee), prepare engineering reports in response to requests for traffic control device installations and modifications, including, but not limited to, stop signs, crosswalks, traffic channelization, speed humps/bumps, parking restrictions, and speed zones; disabled parking requests; and any other traffic-related matters.
4. Prepare grant applications for funding from federal, state, and regional/local agencies for traffic safety studies and improvements.
5. Identify, review, and develop recommendations for corrective measures at locations experiencing accident rates higher than normally anticipated.
6. Provide technical advice to City's staff in connection with the maintenance and operation of City's traffic signal facilities.
7. Conduct or review traffic engineering, traffic analysis, speed analysis, and transportation planning studies or project-specific traffic-related issues.
8. Provide comprehensive analyses of existing and projected traffic conditions.
9. Provide electronic traffic control device studies and design including, but not limited to, signs, signals, pavement markings, pedestrian flashers, and rectangular rapid flashing beacons.
10. Review subdivision or new development projects involving traffic impact analyses.
11. Ensure compliance with traffic standards including, but not limited to, the CA Manual on Uniform Traffic Control Devices (CA MUTCD).
12. Perform miscellaneous traffic engineering services.

Public Works Permit Management and Inspection

The firm will provide a qualified individual to serve as the City's designated "Public Works Inspector and the Public Works Technician." The Public Works Inspector and Public Works Technician shall have at least three (3) years of experience conducting public works inspections for municipal right-of-way or encroachment permits and have performed public works inspection services in a California municipality within the past twelve (12) months. The Public Works Inspector's and Public Works Technician tasks may include, but not be limited to, the following:

1. Receive, review, process Public Works permit applications; assess permit fees; and issue permits to applicants.
2. Handle public works permit and other engineering-related matters and inquiries, including responding to inquiries

- from permittees or potential permit applicants.
- 3. Provide construction inspection/observation of permit work within the public right-of way, including issuing correction notices, if necessary, and closing out finalized permits.
- 4. Provide a daily schedule of inspections to the Public Works Superintendent.
- 5. Issue stops work notices for unpermitted work.
- 6. Maintain a log of Public Works permits, showing the permit status.
- 7. Ensure permittees are complying with minimum construction BMPs to prevent construction debris from entering the storm drain system.

Public Works/CIP Project Design, Project Management & Administration, Funding Management, Construction Management, Construction Inspection, and Labor Compliance Services

The firm will provide a Public Works/CIP project design, project management & administration, funding management, construction management and inspection, and labor compliance services through qualified individuals at the request of the City Manager. The firm's design phase and construction phase staff must each have at least five (5) years of experience of providing design phase and construction phase engineering services to municipalities in California and have performed these services for California municipalities within the past twelve (12) months. Plans, specifications, engineering reports and/or studies must contain a valid registered professional engineer/architect stamp from Consultant's staff, who shall be registered professionals in the State of California. The firm's tasks may include, but not be limited to, the following:

1. Public Works/CIP Project Design Services:

A. General Design Services

- I. Prepare preliminary and final design for Public Works/CIP projects, including, but not limited to, plans, specifications, design calculations, analyses and project design schedules as required by the conditions on the respective project.
- II. Prepare plans and specifications in accordance with a format appropriate for the respective project including, but not limited to, City standard plans and specifications, "Greenbook" Standard Specifications for Public Works Construction and Standard Plans for Public Works Construction, Caltrans standards, or Construction Specifications Institute (CSI) standards.
- III. Conduct all field, topographic, and control surveys; prepare all geotechnical studies and reports; obtain title reports for adjacent properties as required; and include survey by a licensed surveyor of all property lines and easements for anticipated right-of-way and easement acquisitions. All topographic survey, property lines, and easements shall be mapped and accurately provided in AutoCAD format for use during design.
- IV. Provide 30% conceptual plans, as well as 60%, 90%, and 100% plans, specifications, and estimate (PS&E) submittal packages for City review.
- V. Prepare project cost estimates and perform field reviews as needed.
- VI. Perform peer review services for general compliance.
- VII. Prepare utility coordination letters and coordinate with all utilities to obtain existing utility record plans, as-builts, schematics, etc. The existing utility information shall be shown on the final design plans.
- VIII. Prepare feasibility studies as needed.
- IX. Prepare final bid documents incorporating all comments from previous reviews. Final plans shall be plotted electronically to PDF in full size and shall be signed by the engineer in responsible charge licensed in the State of California.
- X. Attend pre-bid meetings to address any questions about the project.
- XI. Assist in the preparation of any necessary addenda that may be required.
- XII. Review and respond to contractors Requests for Information as well as review and approve submittals.
- XIII. Attend pre-construction meetings.
- XIV. Review, prepare and approve shop drawings.
- XV. Coordinate with pertinent regulatory agencies, stakeholders, material and equipment suppliers and assist the City with obtaining approvals and permits as may be required from applicable agencies including, but not limited to, Los Angeles County, Metropolitan Water District, Metropolitan Transportation Authority, Caltrans, or other federal, state, regional, and local agencies.

B. Environmental Compliance and Permitting

The Consultant shall be responsible for determining all environmental or jurisdictional permits and clearances required to deliver the respective project. Based on the assessment, the Consultant shall prepare, submit all required permit applications, environmental review documentation, and related documents for processing by the City; and obtain all required environmental or jurisdictional permits required by federal, state, local, and jurisdictional agencies to ensure the project is cleared for construction.

- I. The Consultant shall prepare appropriate California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) documentation and any associated technical studies, if applicable, that are required to clear the project for construction. The documentation may include, but not be limited to, the following:
 - 1. Initial Study

2. Mitigated Negative Declaration
 3. Negative Declaration
 4. CEQA/NEPA Compliance
 5. Environmental Impact Statement/Environmental Impact Report
 6. Biological Assessment
 7. Regulatory agency permitting
 - II. The Consultant shall prepare a schedule of permits with the required timelines to ensure each permit is obtained prior to the start of construction.
 - III. The Consultant shall prepare all environmental documents in preliminary and final draft stages for City review and shall incorporate any comments made during the preliminary document review.
 - IV. If applicable, the Consultant shall coordinate and manage the environmental document approval process, including all public review and hearings that may be required.
2. Project Management & Administration: The Consultant shall perform the following tasks:
- I. Assist City staff in scoping, developing, and scheduling capital projects.
 - II. Prepare RFQs and RFPs, as necessary.
 - III. Assist City staff with coordination with other City departments, agencies, utilities, and community as required; monitoring budget and schedule; community outreach as required; and serving as the City's owner representative in all aspects of the project process, if directed by the City Manager.
3. Funding Management:
- I. The Consultant shall manage the local, state, or federal funding and reporting to the respective funding agencies including Caltrans, Metro, FHWA, FTA, HUD, State Parks, etc.
4. Construction Management and Inspection Services:
- A. The Consultant shall provide professional engineers/construction managers with significant experience in administering Public Works/CIP projects. The proposed Consultant staff will be well versed in all aspects of construction administration including, but not limited to, project scheduling, project controls, project management, partnering, and claims resolution, in order to ensure project completion on time and within the established budget of the respective project. Projects in the City vary in size, magnitude, and scope including, but not limited to, street improvements, facility improvements, park improvements, storm drain, pipeline or utility improvements, and traffic signal improvements. The Consultant shall provide experienced personnel, equipment, and facilities to perform the following tasks:
 - I. Provide and maintain contract administration and full-time project inspection for the duration of each respective project.
 - II. Coordinate meetings with City representatives, contractors, and other agencies related to the project, including scheduling and chairing of pre- construction meetings and progress meetings; providing assistance in responding to all questions in a timely manner and preparing meeting minutes.
 - III. Establish coordination and communication procedures among project participants.
 - IV. Provide videotape and photographic documentation of project site prior to and during construction.
 - V. Assist the City's representatives in conducting and coordinating field meetings with contractors and act as the City's liaison for coordination and communication with other agencies, engineers, and architects as needed.
 - VI. Coordinate with design engineers and project managers on design issues encountered during construction.
 - VII. Coordinate and facilitate coordination with utility companies and the contractor.
 - VIII. Provide public outreach services as required.
 - IX. Review the project contract documents and perform a constructability review.
 - X. Review the contractor's submittals in accordance with the requirements of the project specifications and the City's requirements prior to final approval.
 - XI. Review and respond to all project Requests for Information (RFIs) in a timely manner.
 - XII. Review and facilitate submittals and shop drawings.
 - XIII. Establish and implement procedures for processing and expediting RFIs/Requests for Clarification (RFCs), approval of shop drawing submittals, approval of material and equipment sample submittals, approval of contract schedule adjustments, negotiate and recommend for approval of change orders, substitutions and review and recommend for approval of payment requests; and provide document management including maintain logs for RFIs/RFCs, change orders, submittals, Requests for Quotations, Correction Notices, Stop Work Notices, and other related construction documents.
 - XIV. Log compliance with environmental documentation and stormwater compliance, including the proper implementation of construction stormwater best management practices (BMPs).
 - XV. Review, negotiate, process, and monitor contract change orders with the City's approval.
 - XVI. Review extra work invoices and time and material tickets.
 - XVII. Provide construction inspection and quality control services; including ensuring the scheduling of any applicable specialty inspections that may be required for a project, including for concrete work, electrical/telemetry, structural, and equipment testing; and ensure specialty inspectors have all necessary certifications.
 - XVIII. Ensure the contractor is complying with all applicable permitting requirements, agency requirements, local regulations, and utility requirements.
 - XIX. Verify that contractor used proper materials and equipment, and that all street and facility construction, street restoration, and site improvements are properly completed in accordance with the plans and specifications.

- XX. Verify protection of existing survey monuments and their restoration, including informing the contractor of these requirements at the pre- construction meeting.
- XXI. Ensure the contractor is implementing minimum construction BMPs or BMPs prescribed by the construction SWPPP for sites covered by the State General Construction Activity Stormwater Permit.
- XXII. Provide construction material testing, geotechnical testing, and compaction testing.
- XXIII. Review material testing for compliance with the contract documents.
- XXIV. Monitor the contractor's safety program and performance as required for compliance with Cal/OSHA; and identify and issue notices to the contractor for any safety concerns or violations.
- XXV. Participate and assist in conducting final inspection, testing, and release of facilities.
- XXVI. Review and approve record drawings at project completion.
- XXVII. Assist in preparation of daily pay estimates in accordance with the inspection daily report.
- XXVIII. Assist in preparation of contractor's monthly pay estimates.
- XXIX. Report all unresolved issues and potential claims to the City's representative in writing on daily basis; evaluate all contractor claims and coordinate the resolution of conflicts in the plans and/or specifications, contractor-suggested design changes, and design changes necessitated by unforeseen field conditions.
- XXX. Review contractor's CPM schedule and monitor updates on a weekly basis.
- XXXI. Provide weekly status updates and comprehensive monthly reports with construction updates; with the monthly reports consisting of the project progress, any compliance issues, and most recent logs for submittals, change orders, RFIs, materials testing, project photos, and any other pertinent information concerning the status of the project.
- XXXII. Prepare the preliminary and final project punch list and verify completion of punch list items by the contractor for final acceptance by the City.
- XXXIII. Monitor the maintenance of the project record drawings during construction and the final preparation of "as-built" drawings after project completion.
- XXXIV. Assist in project closeout; prepare all documentation needed for project closeout, including assembling all warranties, guarantees, and operation and maintenance manuals.
- XXXV. Submit a final construction management report summarizing the project history, including major problems, claims and recommendations, and actions taken for corrective action.
- XXXVI. For most typical Public Works/CIP projects, full time inspection will be 8 hours per day and construction management will be 4 hours per day for the duration of the project; subject to modification based on the actual project scope.

5. Labor Compliance:

- A. The Consultant shall provide these services. These services shall include, but not be limited to, the following:
 - I. Provide labor compliance services for construction project activities with reporting as required by federal, state, or county regulations as needed.
 - II. Review certified payroll and conduct on-site interviews as required.
 - III. Prepare final reporting documents in a format in accordance with granting agency requirements.
 - IV. Assist the City in preparing for any project audits.
 - V. Attend audits in support of staff and ensure that the proper documents are available.

As-Needed Other/Additional Public Works Engineering Services

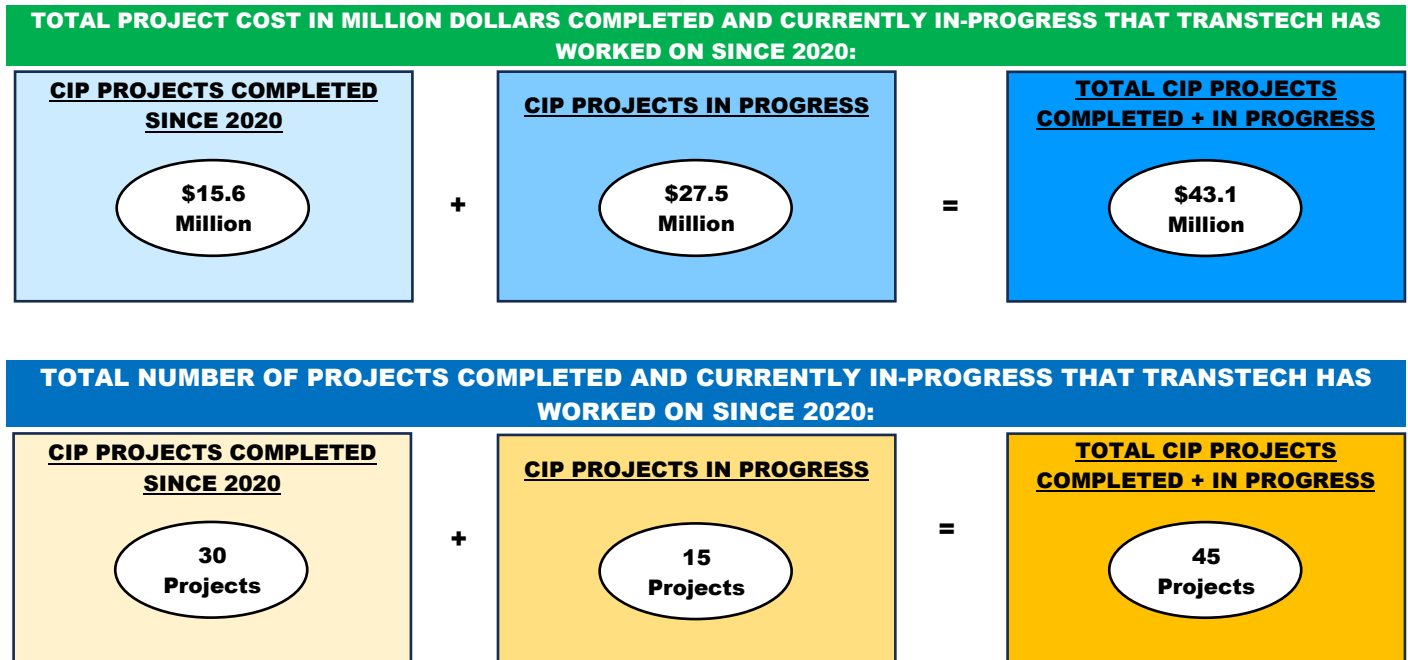
At times, the City may require other/additional Public Works engineering and administrative services. The firm will provide as-needed other/additional Public Works engineering services through qualified individuals at the request of the City Manager. The firm's tasks may include, but are not limited to, the following:

- 1. Project administration, grant administration, and contract administration for projects or programs not related to CIP Projects
- 2. Miscellaneous engineering services as needs arise.

4.c. Other Information

4.c.1 HIGHLIGHTS OF TRANSTECH'S ENGINEERING SERVICES TO MAYWOOD SINCE 2020

Since 2020, Transtech's Engineering team has worked on more than 45 CIP projects with a total project cost of \$43.1 million. Below is a list of projects completed and in progress:



Partial List of recently completed and/or active projects that Transtech have managed in the City of Maywood:

1. Riverfront Park Outdoor Fitness Equipment Installation (\$0.2M), completed in 2022.
2. FY 2019-20 Pavement Rehabilitation Project (\$1.5M), completed in 2021.
3. Citywide Street Name Sign Replacement (\$0.3M), completed in 2022.
4. Street Lighting Conversion on Loma Vista (\$0.3M), completed in 2022.
5. Sidewalk Rehabilitation Project, FY 2020-21 (\$0.2M) **(CDBG Funded)**, completed in 2022.
6. Maywood Baseball Field Improvement Project (\$1.5M), completed in 2024.
7. Aquatic Center Pool Replastering Project (\$0.3M), completed in 2023.
8. Local Road Safety Plan (LRSP) (\$0.1M) **(State Funded)**, completed in 2023.
9. Pavement Management Program (PMP) 2021 Update (\$0.1M), completed in 2022.
10. 52nd Street/52nd Place Sewer Improvement Project (\$1.5M), construction is anticipated to be completed in early 2026.
11. HVAC Replacement at City Hall, Sheriff and YMCA Facilities (\$0.2M), completed in 2023.
12. Slauson/Atlantic Congestion Relief, HSIP Cycle 11 TS Impr. (\$12M) **(State Funded)**, construction is anticipated to be completed in 2026.
13. Bicycle Master Plan ATP Cycle 5 (\$0.4M) **(State Funded)**, completed in 2023.
14. Sidewalk Rehabilitation Project, FY 2021-22 (\$0.2M) **(CDBG Funded)**, completed in 2023.
15. Pedestrian Safety Improvements Project TDA Article III (\$0.1M), completed in 2023.
16. Building Demolition at 5102 District Blvd (\$0.2M), completed in 2023.
17. Sidewalk Rehabilitation Project, FY 2022-23 (\$0.2M) **(CDBG Funded)**, completed in 2023.
18. FY 2022-23 Pavement Rehabilitation Project (\$4.4M), completed in 2024.
19. City Hall and Sheriff's Station Reroofing Project (\$0.8M), completed in 2024.
20. Pixley Park Pocket Park Improvements, (\$0.1M), completed in 2023.
21. Citywide Curb Numbering Project (\$0.1M), completed in 2024.
22. Sidewalk Rehabilitation Project, FY 2023-24 (\$0.2M) **(CDBG Funded)**, completed in 2024.
23. City Hall Window Replacement (\$0.3M), completed in 2024.
24. City Hall Painting Project (0.1M), completed in 2025.
25. Calfire Grant Tree Planting on Slauson and Atlantic (\$0.5M) **(State Funded)**, construction is anticipated to be completed in early 2026.
26. Building Demolition at 5110 District Blvd (\$0.2M), completed in 2023.
27. ADA Master Plan Preparation (\$0.2M), completed in 2025.

28. Marquee Sign Replacement Project (\$0.1M), completed in 2025.
29. Public Works Yard Fence Replacement (\$0.1M), completed in 2025.
30. Maywood Park Playground Improvements (\$0.4M), completed in 2024.
31. Clean California Cycle 1 Citywide Median Beautification Project (\$1.2M) **(State Funded)**, completed in 2024.
32. FY 2024-25 Pavement Rehabilitation Project (\$1.6M), construction is anticipated to be completed in 2025.
33. Benito Juarez Park Improvements Project, FY 2024-25 (\$0.3M) **(CDBG Funded)**, construction is anticipated to be completed in early 2026.
34. Sidewalk Rehabilitation Project, FY 2024-25 (\$0.1M) **(CDBG Funded)**, completed in 2025.
35. Teen Center Improvement Project Design Phase (\$0.4M), project design is anticipated to be completed in 2026.
36. Riverfront Park Renovation Project (\$6.9M), project design is in progress.
37. Randolph Street Bike and Pedestrian Facilities Improvement Project Design (\$1.4M) ATP Cycle 6 Improvements **(State Funded)**, project design is anticipated to be completed in 2026.
38. Bus Shelter Improvements (\$0.2M), construction is anticipated to be completed in 2026.
39. Local Hazardous Mitigation Plan (\$0.2M), project is anticipated to be completed in 2026.
40. City Hall Charging Station Improvements (\$0.2M), construction is anticipated to be completed in 2026.
41. SB1383 Organic Recycling (\$0.1M), project is anticipated to be completed in 2026.
42. Citywide Bus Shelter Improvements (\$0.7M), construction is anticipated to be completed in 2026.
43. Sewer System Management Plan (SSMP) Update (\$0.1M), project is anticipated to be completed in 2026.
44. FY 2025-26 Pavement Rehabilitation Project (\$2.8M), construction is anticipated to be completed in 2026.
45. Sidewalk Rehabilitation Project, FY 2025-26 (\$0.1M) **(CDBG Funded)**, construction is anticipated to be completed in early 2026.

4.c.2 PAVEMENT REHABILITATION PROJECTS COMPLETED + IN PROGRESS - JUNE 2025

CITY OF MAYWOOD, PAVEMENT REHABILITATION PROJECTS COMPLETED + IN PROGRESS, JUNE 2025					
Project	Improvement Type	Pavement Area Rehabilitated		Total Project Cost	Remarks
FY 2019-20 Pavement Rehabilitation Project	Slurry Seal	282,500	462,500 Square-feet	\$1,500,000	Completed in 2021
	Asphalt Resurfacing	180,000			
FY 2022-23 Pavement Rehabilitation Project	Slurry Seal	500,000	1,430,000 Square-feet	\$4,400,000	Completed in 2024
	Asphalt Resurfacing	930,000			
FY 2024-25 Pavement Rehabilitation Project	Slurry Seal	240,000	580,000 Square-feet	\$1,600,000	Construction is scheduled to be completed in July 2025.
	Asphalt Resurfacing	340,000			
FY 2025-26 Pavement Rehabilitation Project	Slurry Seal	290,000	790,000 Square-feet	\$2,780,000	Construction is anticipated to start in early 2026.
	Asphalt Resurfacing	500,000			
Totals		3,262,500	Square-feet	\$10,280,000	
PAVEMENT MANAGEMENT PROGRAM WORK SUMMARY STREET SURFACES REHABILITATED COMPARED TO TOTAL CITY-WIDE STREET SURFACES					
Total Street Pavement area rehab completed + in progress		3,262,500	Square-feet	70%	of Total Street Pavement area of entire City will be addressed by 2026.
Total Street Pavement area for entire City		4,639,668	Square-feet (Source: City's Pavement Management Program Report)		

4.c.3 TRANSTECH'S GRANT WRITING SUCCESS IN MAYWOOD

Total Grant Funding for Projects that Transtech has secured and Total Grant Funding Currently In-progress that Transtech has gotten for the City:

TOTAL GRANTS SECURED \$14.3 Million	Grant Name	Project Name	Grant Amount	Status
	I-710 Early Action Projects, Measure R	Atlantic and Slauson Safety Project	\$9.5M	Construction is anticipated to start in 2025.
	Highway Safety Improvement, Cyc 11	Atlantic and Slauson Safety Project	\$1.6M	Construction is anticipated to start in 2025.
	Active Transportation Program, Cyc 6	Randolph Street Bike and Facilities	\$1.4M	Design is anticipated to start in 2025.
	Active Transportation Program, Cyc 5	Maywood Active Transportation Plan	\$0.3M	Project completed.
	Caltrans Local Road Safety Grant	Local Road Safety Plan	\$0.1M	Project completed.
	Caltrans Clean California, Cyc 1	City of Maywood Beautification Project	\$1.4M	Project completed.
TOTAL SECURED GRANT FUNDS AMOUNT TO DATE:				\$14.3M

4.c.4 TRANSTECH'S COMMITMENT TO MAYWOOD AND COMMUNITY ENGAGEMENT

At Transtech, our dedication to the City of Maywood transcends the delivery of exceptional engineering services. We firmly believe that active participation in community life is vital to fostering the growth, health, and well-being of the cities we serve. This commitment is a core value at Transtech, and we take immense pride in being an engaged and supportive member of the Maywood community.

Throughout our partnership with Maywood, over the last 5 years, we have consistently demonstrated our commitment through active involvement in a wide range of civic and community events. Our engagement includes supporting and participating in key City initiatives, such as:

- 2020 Toy Giveaway
- 2021 12th Annual Maywood Education Fair
- 2022 Maywood Education Fair
- 2022 Annual Trunk or Treat Event
- 2023 Maywood Education Fair
- 2023 Trunk or Treat Donation
- 2024 Centennial Ball
- 2024 Annual Trunk or Treat Event
- 2024 Maywood State of the City
- 2024 Annual Turkey Giveaway Event & Tree Lighting Event
- 2024 Maywood National Night Out

These events highlight our ongoing commitment to not just being a service provider but a true partner in the community. Whether through participation in celebrations, supporting local causes, or educational fairs, our goal is to contribute to the vibrancy and quality of life in Maywood. Our overarching aim is to continue serving as your trusted consultant, delivering exceptional technical services while remaining an active and engaged partner in making Maywood an ideal place to live, work, and play. We remain deeply committed to strengthening our partnership with the City and its residents, and we are always eager to receive input on how we can best serve the community's needs now and in the future. At Transtech, we believe that our role as a service provider to the City of Maywood goes beyond the technical and engineering expertise we offer. We see ourselves as an integral part of the community, dedicated to contributing to its growth, vibrancy, and overall well-being. Our commitment to Maywood is not just about being a service provider; it's about fostering a deep and lasting partnership that benefits every resident and enhances the quality of life in the city.

Active Participation in Civic and Community Life: Since the beginning of our partnership with the City of Maywood, Transtech has proudly demonstrated a strong and consistent commitment to civic engagement and community involvement. We understand that building a vibrant, resilient city goes beyond providing technical services, it requires being actively present in the life of the community. This includes our support and participation in numerous civic events that celebrate the city's heritage, recognize its achievements, and bring the community together.

Over the past five years, our team has been honored to support and participate in a variety of City-led initiatives and events that celebrate Maywood's culture, support its residents, and foster meaningful connections. These include our involvement in the **2020**

Toy Giveaway, the **2021, 2022, and 2023 Maywood Education Fairs**, the **Annual Trunk or Treat events** from 2022 through 2024, and the **2024 Centennial Ball**, commemorating the city's rich 100-year history. We also proudly took part in the **Maywood National Night Out**, which helped strengthen community-police relationships and promote neighborhood safety.

One of the highlights of our community involvement was participating in the **2024 Maywood State of the City**, a key event that allowed us to engage directly with City leadership and stakeholders while offering a platform for us to engage directly with city officials, educators, and other stakeholders, ensuring that our services are aligned with the city's long-term goals and priorities. Our presence at the **Annual Turkey Giveaway** and **Tree Lighting Event** that same year further reflects our dedication to supporting City traditions and resident well-being, especially during the holiday season.

Support for Social Causes and Community Programs: Transtech has consistently prioritized supporting initiatives that address the needs of Maywood's residents. From contributing to the **Trunk or Treat donations** to participating in seasonal giving events, we've aligned ourselves with the City's mission to uplift its community members, particularly families and youth. These events serve as powerful reminders of the strength, generosity, and unity of the Maywood community, and we are proud to contribute to that spirit.

Investing in the Future Through Youth and Education: We recognize that the future of Maywood rests in the hands of its young residents. That's why we place a strong emphasis on supporting youth development and educational enrichment. Our continued participation in the **Annual Maywood Education Fairs** from 2021 through 2023 demonstrates our dedication to creating opportunities for students and families to explore, learn, and grow. These events allow us to engage with students directly and help inspire the next generation of leaders, innovators, and public servants.

Building Lasting Relationships with the Community: At Transtech, we believe that long-term partnerships are built through trust, collaboration, and presence. Our regular involvement in Maywood's community celebrations, educational events, and outreach programs reflects our commitment to being more than just a consultant; we strive to be a trusted partner in the City's progress. Whether it's celebrating major milestones like the 2024 **Centennial Ball** or showing up for annual traditions like the **National Night Out**, we're dedicated to standing alongside the City as it grows and thrives.

We recognize that our work impacts the daily lives of Maywood's residents, and we take this responsibility seriously. Transtech's community involvement in Maywood is a testament to our dedication to being more than just a service provider. We are a committed partner, deeply invested in the success and well-being of the city and its residents. Our ongoing engagement in civic, social, and educational initiatives reflects our belief that a thriving community is built on strong partnerships and active participation. We look forward to continuing our collaboration with the City of Maywood, working together to create a brighter future for all who call this community home.

Below are some highlights of our community events and photos:

- **Holiday Toy Drive Donation:** Transtech contributed to the YMCA Metropolitan Los Angeles at the Maywood Center in support of their Holiday Toy Drive providing gifts to children during the holiday season. We are proud to support community efforts that foster generosity and reflect the heart of Maywood.
- **Maywood Education Fair:** Transtech has supported the Maywood Education Fair in various years, recognizing its value as a resource-rich event that empowers students and families with tools for educational and career success.
- **Annual Trunk or Treat Event:** This festive Halloween tradition brings out the creativity and community spirit that make Maywood so special! Transtech has contributed candy and monetary donations in support of the City's Trunk or Treat event—helping create a fun and safe celebration for local families!
- **Maywood Centennial Ball:** In 2024, Transtech proudly supported Maywood's Centennial Ball—a beautiful celebration of 100 years of community and growth, honoring City's past while looking ahead to its future. We were honored to be part of a meaningful occasion.
- **Maywood State of the City:** The City of Maywood's 2024 State of the City brought together local leaders, partners, and community members to reflect on progress, share upcoming initiatives, and reaffirm the City's commitment to growth and service. Transtech was honored to be a Community Hero Sponsor and take part in a celebration that highlights the City's vision, progress, and continued dedication to serving its community.
- **Turkey Giveaway & Tree Lighting Celebration:** Transtech contributed to the City of Maywood's Turkey Giveaway and Tree Lighting Celebration—supporting the City's mission to bring holiday warmth and community togetherness to residents. Donating 100 turkeys helped bring a little extra comfort to those celebrating the season! These events are an inspiring example of how small acts of giving can have a wide and lasting impact.
- **Maywood National Night Out:** The City of Maywood's 2024 National Night Out was a wonderful opportunity to bring together community members, law enforcement, and local organizations in support of safer neighborhoods. This event reflects our ongoing commitment to the well-being and safety of the communities we serve. Transtech was honored to contribute by donating a youth bike and essential safety equipment, including a helmet and kneepad kit. We sincerely thank the Sheriff's Department, the YMCA, and all the participating vendors for their partnership and support in helping make the event a success.



APPENDIX - INSURANCE

Transtech's current Insurance Info is provided. If selected by the City for this project, we will appreciate the opportunity of having our Attorney to discuss with the City's Attorney the final contract language to ensure our insurance is in compliance with current laws and regulations and meets the City's requirements.

ACORD®		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 12/2/2024
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.				
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).				
PRODUCER AssuredPartners Design Professionals Insurance Services, LLC 3697 Mt. Diablo Blvd Suite 230 Lafayette CA 94549		CONTACT NAME: Sandy Peters PHONE (A/C, No, Ext): 626-696-1901 FAX (A/C, No): E-MAIL ADDRESS: CertsDesignPro@AssuredPartners.com		
INSURED Transtech Engineers, Inc. 909-595-8599 13367 Benson Ave Chino CA 91710-3009		INSURER(S) AFFORDING COVERAGE		
License#: 6003745 TRANENG-09		INSURER A: Travelers Casualty and Surety Co of America INSURER B: Travelers Property Casualty Company of America INSURER C: The Travelers Indemnity Company of Connecticut INSURER D: HARTFORD INSURANCE COMPANY INSURER E: INSURER F:		
		NAIC # 31194 25674 25682 38288		

COVERAGES		CERTIFICATE NUMBER: 1822680155		REVISION NUMBER:			
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR VWD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☐ Contractual Liab ☐ Included GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☒ LOC OTHER:	Y	Y	6805H737478	12/31/2024	12/31/2025	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
C	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☒ NO OWNED AUTOS ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY	Y	Y	BA3R067451	12/31/2024	12/31/2025	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ ()	Y	Y	CUP4F17434A	12/31/2024	12/31/2025	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
D	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	57WEGAA508A	9/1/2024	9/1/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
A	Professional Liability			107328311	12/31/2024	12/31/2025	Per Claim \$2,000,000 Aggregate Limit \$4,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Insured owns no company vehicles; therefore, hired/non-owned auto is the maximum coverage that applies. Professional Liability is E&O Liability. The Umbrella Policy is follow form to its underlying Policies: General Liability/Auto Liability/Employers Liability. Re: All Operations of the Named Insured.							

CERTIFICATE HOLDER	CANCELLATION 30 Day Notice will be sent to holder
SAMPLE	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 <i>Sandy Peters</i>

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ACORD 25 (2016/03)

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Submitted To

City of MAYWOOD

City Clerk's Office

4319 E. Slauson Avenue

Maywood, CA 90270

Attn: Miguel Leon



Cost Proposal

MUNICIPAL CITY ENGINEERING AND TRAFFIC ENGINEERING SERVICES



www.transtech.org
855.595.2495 (toll-free)

Submitted By

TRANSTECH Engineers, Inc.

Contact Person:

Ahmad Ansari, PE, Principal

E: ahmad.ansari@transtech.org

C: 949-702-5612; O: 909-595-8599

June 30, 2025

About Transtech Video Highlight:
[CLICK HERE](#)



City of MAYWOOD
City Clerk's Office
4319 E. Slauson Avenue
Maywood, CA 90270
Attn: Miguel Leon

Cost Proposal

MUNICIPAL CITY ENGINEERING AND TRAFFIC ENGINEERING SERVICES

Transtech is pleased to submit this Cost Proposal for the subject services.

Thank you for the opportunity to submit this Proposal.

Should you have any questions, or require additional information, please contact the undersigned.

Sincerely,



Ahmad Ansari, PE, Principal
E: ahmad.ansari@transtech.org
C: 949-702-5612
O: 909-595-8599

Following is Transtech's Fee Schedule for all staff qualifications.

TRANSTECH ENGINEERS, INC. SCHEDULE OF HOURLY RATES Effective: July 1, 2025 - June 30, 2026 Rates are average ranges, negotiable and can be adjusted to establish a fee for each assignment based on the specific project's scope, when such projects are identified by the City.		
ENGINEERING		
Field Technician	\$91	- \$101
Engineering Technician	\$101	- \$112
Assistant CAD Drafter	\$112	- \$128
Senior CAD Drafter	\$128	- \$144
Associate Designer	\$144	- \$160
Senior Designer	\$160	- \$176
Design Project Manager	\$203	- \$213
Assistant Engineer	\$123	- \$133
Associate / Staff Engineer	\$155	- \$171
Senior Civil Engineer	\$213	- \$235
Traffic Analyst Technician	\$106	- \$118
Associate Traffic Analyst	\$160	- \$171
Senior Traffic Analyst	\$171	- \$181
Professional Transportation Planner	\$181	- \$197
Traffic Engineer Technician	\$101	- \$112
Associate/Staff Traffic Engineer	\$155	- \$171
Traffic Engineer	\$181	- \$197
Senior Traffic Engineer	\$197	- \$218
Project Manager	\$197	- \$218
Senior Project Manager	\$218	- \$235
Deputy City Engineer	\$181	- \$203
City Engineer	\$203	- \$218
Principal Engineer	\$218	- \$240
BUILDING & SAFETY		
Permit Technician	\$80	- \$91
Plan Check Technician/Analyst/Supervisor	\$133	- \$149
Building Inspector	\$123	- \$139
Senior Inspector	\$133	- \$149
Plans Examiner/Checker	\$149	- \$165
Plan Check Engineer	\$160	- \$181
Deputy Building Official	\$171	- \$181
Building Official	\$176	- \$192
CONSTRUCTION MANAGEMENT		
Labor Compliance Analyst	\$155	- \$165
Funds Coordinator	\$160	- \$171
Office Engineer	\$155	- \$165
Construction Inspector	\$149	- \$160
Senior Construction Inspector	\$160	- \$171
Construction Manager	\$181	- \$197
Resident Engineer	\$197	- \$213
PUBLIC WORKS INSPECTION		
Public Works Inspector	\$149	- \$160
Senior Public Works Inspector	\$160	- \$171
Supervising PW Inspector	\$171	- \$181
SURVEY AND MAPPING		
Survey Analyst	\$160	- \$165
Senior Survey Analyst	\$165	- \$171
2-Man Survey Crew	\$368	- \$384
Survey & Mapping Specialist	\$197	- \$213
Licensed Land Surveyor	\$224	- \$235
FUNDING & GRANT WRITING		
Funds Analyst	\$155	- \$160
Senior Funds Analyst	\$160	- \$171
Grant Writer	\$176	- \$181
Funds & Grant Project Manager	\$197	- \$208
PLANNING		
Community Development Technician	\$85	- \$96
Planning Technician	\$96	- \$106
Assistant Planner	\$106	- \$128
Associate Planner	\$128	- \$149
Senior Planner	\$155	- \$176
Planning Manager	\$181	- \$203
ADMINISTRATIVE STAFF		
Administrative/Clerical	\$75	- \$85
Project Accountant	\$85	- \$96
The above fees are increased each year July 1st automatically by the percentage change Los Angeles-Long Beach-Anaheim California Consumer Price Index-All Urban Consumers ("CPI-U") for the preceding twelve-month period as calculated for February by the U.S. Department of Labor Bureau of Labor Statistics and published by the United States Bureau of Labor Statistic.		

PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement ("Agreement") is dated July 30, 2025 ("Effective Date") and is between the City of Maywood, a California municipal corporation ("City") and Transtech Engineers, Inc., ("Contractor"). City and Contractor are sometimes referred to herein as the "Parties", and individually as a "Party".

RECITALS

A. City desires to utilize the services of Contractor as an independent Contractor to perform **Municipal City Engineering and Traffic Engineering Services**.

B. Contractor represents that it is fully qualified to perform such services by virtue of its experience and the training, education and expertise of its principals and employees.

C. City desires to retain Contractor and Contractor desires to serve City to perform these services in accordance with the terms and conditions of this Agreement.

The Parties therefore agree as follows:

1. Contractor's Services.

A. Scope of Services. Contractor shall perform the services described in the Scope of Services (the "Services"), attached as **Exhibit A**. City may request, in writing, changes in the Scope of Services to be performed. Any changes mutually agreed upon by the Parties, and any increase or decrease in compensation, shall be incorporated by written amendments to this Agreement.

B. Party Representatives. For the purposes of this Agreement, the City Representative shall be the City Manager, or such other person designated in writing by the City Manager (the "City Representative"). For the purposes of this Agreement, the Contractor Representative shall be Ahmad Ansari, PE, Principal (the "Contractor Representative"). The Contractor Representative shall directly manage Contractor's Services under this Agreement. Contractor shall not change the Contractor Representative without City's prior written consent.

C. Time for Performance. Contractor shall commence the Services on the Effective Date and shall perform all Services by the deadline established by the City Representative or, if no deadline is established, with reasonable diligence.

D. Standard of Performance. Contractor shall perform all Services under this Agreement in accordance with the standard of care generally exercised by like professionals under similar circumstances and in a manner reasonably satisfactory to City.

E. Personnel. Contractor has, or will secure at its own expense, all personnel required to perform the Services required under this Agreement. All of the Services required under this Agreement shall be performed by Contractor or under its supervision, and all personnel engaged in the work shall be qualified to perform such Services.

F. Compliance with Laws. Contractor shall comply with all applicable federal, state and local laws, ordinances, codes, regulations and requirements.

G. Permits and Licenses. Contractor shall obtain and maintain during the Agreement term all necessary licenses, permits and certificates required by law for the provision of Services under this Agreement, including a business license.

2. Term of Agreement. The term of this Agreement shall be from the Effective Date through July 31, 2028, unless sooner terminated as provided in Section 12 of this Agreement or extended. This Agreement may be extended for up to two (2) additional one (1) year terms, upon written approval by both parties and, if applicable, by the City's authorized representative.

3. Compensation.

A. Compensation. As full compensation for Scope of Services satisfactorily rendered, City agrees to compensate Contractor, and Contractor agrees to accept in full satisfaction for the services required by this Agreement, [REDACTED], as more particularly described in **Exhibit B** ("Compensation"). Said Compensation shall constitute reimbursement of Contractor's fee for the services as well as the actual cost of any staff time, other direct or indirect costs or fees, including the work of employees, Contractors and subcontractors, equipment, materials, and supplies necessary to provide the service (including all labor, materials, delivery, tax, assembly, and installation, as applicable). In no event shall the Contractor be paid more than \$[REDACTED], which includes expenses and additional services (if any) during the term of this Agreement ("Maximum Compensation").

B. Expenses. The City will not reimburse Contractor for any expenses, unless expenses are agreed upon in advance in writing by both parties and/or set forth in **Exhibit B**.

C. Unauthorized Services and Expenses. City will not pay for any services not specified in the Scope of Services, unless the City Council or the City Representative, if applicable, and the Contractor Representative authorize such services in writing prior to Contractor's performance of those services or incurrence of additional expenses. Any additional services or expenses authorized by the City Council or the City Representative shall be compensated at the rates set forth in **Exhibit B**, or, if not specified, at a rate mutually agreed to by the Parties. City shall make payment for additional services and expenses in accordance with Section 4 of this Agreement.

4. Method of Payment.

A. Invoices. Contractor shall submit to City an invoice, on a monthly basis, for the Services performed pursuant to this Agreement. Each invoice shall itemize the Services rendered during the billing period, hourly rates charged, if applicable, and the amount due. City shall review each invoice and notify Contractor in writing within ten Business days of receipt of any disputed invoice amounts.

B. Payment. City shall pay all undisputed invoice amounts within 30 calendar days after receipt up to the Maximum Compensation set forth in Section 3 of this Agreement or within such other reasonable time dependent on the City's warrant run procedures. City does not pay interest on past due amounts. City shall not withhold federal payroll, state payroll or other taxes, or other similar deductions, from payments made to Contractor. Notwithstanding the preceding sentence, if Contractor is a nonresident of California, City will withhold the amount required by the Franchise Tax Board pursuant to Revenue and Taxation Code Section 18662 and applicable regulations.

C. Audit of Records. Contractor shall make all records, invoices, time cards, cost control sheets and other records maintained by Contractor in connection with this Agreement available during Contractor's regular working hours to City for review and audit by City.

5. Independent Contractor. Contractor is, and shall at all times remain as to City, a wholly independent Contractor. Contractor shall have no power to incur any debt, obligation, or liability on behalf of City. Neither City nor any of its agents shall have control over the conduct of Contractor or any of Contractor's employees, except as set forth in this Agreement. Contractor shall not, at any time, or in any manner, represent that it or any of its officers, agents or employees are in any manner employees of City.

6. Information and Documents.

A. Contractor covenants that all data, reports, documents, discussion, or other information (collectively "Data") developed or received by Contractor or provided for performance of this Agreement are deemed confidential and shall not be disclosed or released by Contractor without prior written authorization by City. City shall grant such authorization if applicable law requires disclosure. Contractor, its officers, employees, agents, or subContractors shall not without written authorization from the City Manager or unless requested in writing by the City Attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement or relating to any project or property located within the City. Response to a subpoena or court order shall not be considered "voluntary," provided Contractor gives City notice of such court order or subpoena.

B. Contractor shall promptly notify City should Contractor, its officers, employees, agents or subContractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed thereunder or with respect to any project or property located within the City. City may, but has no obligation to, represent Contractor or be present at any deposition, hearing or similar proceeding. Contractor agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Contractor. However, City's right to review any such response does not imply or mean the right by City to control, direct or rewrite the response.

C. All Data required to be furnished to City in connection with this Agreement shall become City's property, and City may use all or any portion of the Data submitted by Contractor as City deems appropriate. Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files containing data generated for the Services, surveys, notes, and other documents prepared in the course of providing the Services shall become City's sole property and may be used, reused or otherwise disposed of by City without Contractor's permission. Contractor may take and retain copies of the written products as desired, but the written products shall not be the subject of a copyright application by Contractor.

D. Contractor's covenants under this Section shall survive the expiration or termination of this Agreement.

7. Conflicts of Interest. Contractor and its officers, employees, associates and subContractors, if any, shall comply with all conflict of interest statutes of the State of California applicable to Contractor's Services under this Agreement, including the Political Reform Act (Gov. Code § 81000, *et seq.*) and Government Code Section 1090. During the term of this Agreement, Contractor may perform similar Services for other clients, but Contractor and its officers, employees, associates and subContractors shall not, without the City Representative's prior written approval, perform work for another person or entity for whom Contractor is not currently performing work that would require Contractor or one of its officers, employees, associates or subContractors to abstain from a decision under this Agreement pursuant to a conflict of interest statute. Contractor shall incorporate a clause substantially similar to this Section into any subcontract that Contractor executes in connection with the performance of this Agreement.

8. Indemnification, Hold Harmless, and Duty to Defend.

A. Indemnities.

1) To the fullest extent permitted by law, Contractor shall, at its sole cost and expense, defend, hold harmless and indemnify City and its elected officials, officers, attorneys, agents, employees, designated volunteers, successors, assigns and those City agents serving as independent Contractors in the role of City officials (collectively "Indemnitees"), from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, expenses, judgments, penalties, liens, and losses of any nature whatsoever, including fees of accountants, attorneys, or other professionals and all costs associated therewith and the payment of all consequential damages (collectively "Liabilities"), in law or equity, whether actual, alleged or threatened, which arise out of, are claimed to arise out of, pertain to, or relate to the acts or omissions of Contractor, its officers, agents, servants, employees, subContractors, materialmen, Contractors or their officers, agents, servants or employees (or any entity or individual that Contractor shall bear the legal liability thereof) in the performance of this Agreement, including the Indemnitees' active or passive negligence, except for Liabilities arising from the sole negligence or willful misconduct of the Indemnitees as determined by court decision or by the agreement of the Parties. Contractor shall defend the Indemnitees in any action or actions filed in connection with any Liabilities with counsel of the Indemnitees' choice, and shall pay all costs and expenses, including all attorneys' fees and experts' costs actually incurred in connection with such defense. Contractor shall reimburse the Indemnitees for any and all legal expenses and costs incurred by Indemnitees in connection therewith.

2) Contractor shall pay all required taxes on amounts paid to Contractor under this Agreement, and indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent Contractor relationship created by this Agreement. Contractor shall fully comply with the workers' compensation law regarding Contractor and Contractor's employees. Contractor shall indemnify and hold City harmless from any failure of Contractor to comply with applicable workers' compensation laws. City may offset against the amount of any fees due to Contractor under this Agreement any amount due to City from Contractor as a result of Contractor's failure to promptly pay to City any reimbursement or indemnification arising under this subparagraph A.2).

3) Contractor shall obtain executed indemnity agreements with provisions identical to those in this Section from each and every subContractor or any other person or entity involved by, for, with or on behalf of Contractor in the performance of this Agreement. If Contractor fails to obtain such indemnity obligations, Contractor shall be fully responsible and indemnify, hold harmless and defend the Indemnitees from and against any and all Liabilities at law or in equity, whether actual, alleged or threatened, which arise out of, are claimed to arise out of, pertain to, or relate to the acts or omissions of Contractor's subContractor, its officers, agents, servants,

employees, subContractors, materialmen, Contractors or their officers, agents, servants or employees (or any entity or individual that Contractor's subContractor shall bear the legal liability thereof) in the performance of this Agreement, including the Indemnitees' active or passive negligence, except for Liabilities arising from the sole negligence or willful misconduct of the Indemnitees as determined by court decision or by the agreement of the Parties.

B. Workers' Compensation Acts not Limiting. Contractor's indemnifications and obligations under this Section, or any other provision of this Agreement, shall not be limited by the provisions of any workers' compensation act or similar act. Contractor expressly waives its statutory immunity under such statutes or laws as to City, its officers, agents, employees and volunteers.

C. Insurance Requirements not Limiting. City does not, and shall not, waive any rights that it may possess against Contractor because of the acceptance by City, or the deposit with City, of any insurance policy or certificate required pursuant to this Agreement. The indemnities in this Section shall apply regardless of whether or not any insurance policies are determined to be applicable to the Liabilities, tax, assessment, penalty or interest asserted against City.

D. Survival of Terms. Contractor's indemnifications and obligations under this Section shall survive the expiration or termination of this Agreement.

9. Insurance.

A. Minimum Scope and Limits of Insurance. Contractor shall procure and at all times during the term of this Agreement carry, maintain, and keep in full force and effect, insurance as follows:

1) Commercial General Liability Insurance with a minimum limit of \$1,000,000.00 per occurrence for bodily injury, personal injury and property damage and a general aggregate limit of \$1,000,000.00 per project or location. If Contractor is a limited liability company, the commercial general liability coverage shall be amended so that Contractor and its managers, affiliates, employees, agents and other persons necessary or incidental to its operation are insureds.

2) Automobile Liability Insurance for any owned, non-owned or hired vehicle used in connection with the performance of this Agreement with a combined single limit of \$1,000,000.00 per accident for bodily injury and property damage. If Contractor does not use any owned, non-owned or hired vehicles in the performance of Services under this Agreement, Contractor shall provide insurance in the amount required by California law.

3) Workers' Compensation Insurance as required by the State of California and Employer's Liability Insurance with a minimum limit of \$1,000,000.00 per accident for bodily injury or disease. If Contractor has no employees while performing

Services under this Agreement, workers' compensation policy is not required, but Contractor shall execute a declaration that it has no employees.

B. Acceptability of Insurers. The insurance policies required under this Section shall be issued by an insurer admitted to write insurance in the State of California with a rating of A:VII or better in the latest edition of the A.M. Best Insurance Rating Guide or such other rating as approved by the City Manager. Self insurance shall not be considered to comply with the insurance requirements under this Section.

C. Additional Insured. The general liability policy shall contain an endorsement naming City and its elected and appointed officials, officers, employees, agents and volunteers as additional insureds. This provision shall also apply to any excess/umbrella liability policies.

D. Primary and Non-Contributing. The insurance policies required under this Section shall apply on a primary non-contributing basis in relation to any other insurance or self-insurance available to City. Any insurance or self-insurance maintained by City, its elected and appointed officials, officers, employees, agents or volunteers, shall be in excess of Contractor's insurance and shall not contribute with it.

E. Contractor's Waiver of Subrogation. The insurance policies required under this Section shall not prohibit Contractor and Contractor's employees, agents or subContractors from waiving the right of subrogation prior to a loss. Contractor hereby waives all rights of subrogation against City.

F. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by City. At City's option, Contractor shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Contractor shall procure a bond guaranteeing payment of losses and expenses.

G. Cancellations or Modifications to Coverage. Contractor shall not cancel, reduce or otherwise modify the insurance policies required by this Section during the term of this Agreement. The commercial general and automobile liability policies required under this Agreement shall be endorsed to state that should the issuing insurer cancel the policy before the expiration date, the issuing insurer will endeavor to mail 30 days' prior written notice to City. If any insurance policy required under this Section is canceled or reduced in coverage or limits, Contractor shall, within two Business Days of notice from the insurer, phone, fax or notify City via certified mail, return receipt requested, of the cancellation of or changes to the policy.

H. City Remedy for Noncompliance. If Contractor does not maintain the policies of insurance required under this Section in full force and effect during the term of this Agreement, or in the event any of Contractor's policies do not comply with the requirements under this Section, City may either immediately terminate this Agreement or, if insurance is available at a reasonable cost, City may, but has no duty to, take out the necessary insurance and pay, at Contractor's expense, the premium thereon.

Contractor shall promptly reimburse City for any premium paid by City or City may withhold amounts sufficient to pay the premiums from payments due to Contractor.

I. Evidence of Insurance. Prior to the performance of Services under this Agreement, Contractor shall furnish City's Risk Manager or such other official designed by the City Manager with a certificate or certificates of insurance and all original endorsements evidencing and effecting the coverages required under this Section. The endorsements are subject to City's approval. Contractor may provide complete, certified copies of all required insurance policies to City. Contractor shall maintain current endorsements on file with City's Risk Manager. Contractor shall provide proof to City's Risk Manager that insurance policies expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Contractor shall furnish such proof at least two weeks prior to the expiration of the coverages.

J. Indemnity Requirements not Limiting. Procurement of insurance by Contractor shall not be construed as a limitation of Contractor's liability or as full performance of Contractor's duty to indemnify City under Section 8 of this Agreement.

K. SubContractor Insurance Requirements. Contractor shall require each of its subContractors that perform Services under this Agreement to maintain insurance coverage that meets all of the requirements of this Section.

10. Mutual Cooperation.

A. City's Cooperation. City shall provide Contractor with all pertinent Data, documents and other requested information as is reasonably available for Contractor's proper performance of the Services required under this Agreement.

B. Contractor's Cooperation. In the event any claim or action is brought against City relating to Contractor's performance of Services rendered under this Agreement, Contractor shall render any reasonable assistance that City requires.

11. Records and Inspections. Contractor shall maintain complete and accurate records with respect to time, costs, expenses, receipts, correspondence, and other such information required by City that relate to the performance of the Services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Contractor shall provide free access to City, its designees and representatives at reasonable times, and shall allow City to examine and audit the books and records, to make transcripts therefrom as necessary, and to inspect all work, data, documents, proceedings and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three years after receipt of final payment.

12. Termination of Agreement.

A. Right to Terminate. City may terminate this Agreement at any time, at will, for any reason or no reason, after giving written notice to Contractor at least ten calendar days before the termination is to be effective. Contractor may terminate this Agreement at any time, at will, for any reason or no reason, after giving written notice to City at least 60 calendar days before the termination is to be effective.

B. Obligations upon Termination. Contractor shall cease all work under this Agreement on or before the effective date of termination specified in the notice of termination. In the event of City's termination of this Agreement due to no fault or failure of performance by Contractor, City shall pay Contractor based on the percentage of work satisfactorily performed up to the effective date of termination. In no event shall Contractor be entitled to receive more than the amount that would be paid to Contractor for the full performance of the Services required by this Agreement. Contractor shall have no other claim against City by reason of such termination, including any claim for compensation.

13. Force Majeure. Contractor shall not be liable for any failure to perform its obligations under this Agreement if Contractor presents acceptable evidence, in City's sole judgment, that such failure was due to acts of God, embargoes, inability to obtain labor or materials or reasonable substitutes for labor or materials, governmental restrictions, governmental regulations, governmental controls, judicial orders, enemy or hostile governmental action, civil commotion, fire or other casualty, or other causes beyond Contractor's reasonable control and not due to any act by Contractor.

14. Default.

A. Contractor's failure to comply with the provisions of this Agreement shall constitute a default. In the event that Contractor is in default for cause under the terms of this Agreement, City shall have no obligation or duty to continue compensating Contractor for any work performed after the date of default.

B. In addition to the right to terminate pursuant to Section 12, if the City Manager determines that Contractor is in default in the performance of any of the terms or conditions of this Agreement, City shall serve Contractor with written notice of the default. Contractor shall have ten calendar days after service upon it of the notice in which to cure the default by rendering a satisfactory performance. In the event that Contractor fails to cure its default within such period of time, City may, notwithstanding any other provision of this Agreement, terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

15. Notices. Any notice, consent, request, demand, bill, invoice, report or other communication required or permitted under this Agreement shall be in writing and conclusively deemed effective: (a) on personal delivery, (b) on confirmed delivery by

courier service during Contractor's and City's regular business hours, or (c) three Business Days after deposit in the United States mail, by first class mail, postage prepaid, and addressed to the Party to be notified as set forth below:

If to City:
Attn: City Manager
City of Maywood
4319 East Slauson Avenue
Maywood, California 90270

If to Contractor:
Transtech Engineers, Inc
Ahmad Ansari, PE, Principal
13367 Benson Ave
Chino CA 91710-3009

16. Non-Discrimination and Equal Employment Opportunity. In the performance of this Agreement, Contractor shall not discriminate against any employee, subContractor or applicant for employment because of race, color, religious creed, sex, gender, gender identity, gender expression, marital status, national origin, ancestry, age, physical disability, mental disability, medical condition, genetic information, sexual orientation or other basis prohibited by law. Contractor will take affirmative action to ensure that subContractors and applicants are employed, and that employees are treated during employment, without regard to their race, color, religious creed, sex, gender, gender identity, gender expression, marital status, national origin, ancestry, age, physical disability, mental disability, medical condition, genetic information or sexual orientation.

17. Prohibition of Assignment and Delegation. Contractor shall not assign any of its rights or delegate any of its duties under this Agreement, either in whole or in part, without City's prior written consent. City's consent to an assignment of rights under this Agreement shall not release Contractor from any of its obligations or alter any of its primary obligations to be performed under this Agreement. Any attempted assignment or delegation in violation of this Section shall be void and of no effect and shall entitle City to terminate this Agreement. As used in this Section, "assignment" and "delegation" means any sale, gift, pledge, hypothecation, encumbrance or other transfer of all or any portion of the rights, obligations, or liabilities in or arising from this Agreement to any person or entity, whether by operation of law or otherwise, and regardless of the legal form of the transaction in which the attempted transfer occurs.

18. No Third Party Beneficiaries Intended. This Agreement is made solely for the benefit of the Parties to this Agreement and their respective successors and assigns, and no other person or entity may have or acquire a right by virtue of this Agreement.

19. Waiver. No delay or omission to exercise any right, power or remedy accruing to City under this Agreement shall impair any right, power or remedy of City, nor shall it be construed as a waiver of, or consent to, any breach or default. No waiver of any breach, any failure of a condition, or any right or remedy under this Agreement shall be (1) effective unless it is in writing and signed by the Party making the waiver, (2) deemed to be a waiver of, or consent to, any other breach, failure of a condition, or

right or remedy, or (3) deemed to constitute a continuing waiver unless the writing expressly so states.

20. Final Payment Acceptance Constitutes Release. The acceptance by Contractor of the final payment made under this Agreement shall operate as and be a release of City from all claims and liabilities for compensation to Contractor for anything done, furnished or relating to Contractor's work or services. Acceptance of payment shall be any negotiation of City's check or the failure to make a written extra compensation claim within ten calendar days of the receipt of that check. However, approval or payment by City shall not constitute, nor be deemed, a release of the responsibility and liability of Contractor, its employees, subContractors and agents for the accuracy and competency of the information provided and/or work performed; nor shall such approval or payment be deemed to be an assumption of such responsibility or liability by City for any defect or error in the work prepared by Contractor, its employees, subContractors and agents.

21. Corrections. In addition to the above indemnification obligations, Contractor shall correct, at its expense, all errors in the work which may be disclosed during City's review of Contractor's report or plans. Should Contractor fail to make such correction in a reasonably timely manner, such correction may be made by City, and the cost thereof shall be charged to Contractor. In addition to all other available remedies, City may deduct the cost of such correction from any retention amount held by City or may withhold payment otherwise owed Contractor under this Agreement up to the amount of the cost of correction.

22. Non-Appropriation of Funds. Payments to be made to Contractor by City for services performed within the current fiscal year are within the current fiscal budget and within an available, unexhausted fund. In the event that City does not appropriate sufficient funds for payment of Contractor's services beyond the current fiscal year, this Agreement shall cover payment for Contractor's services only to the conclusion of the last fiscal year in which City appropriates sufficient funds and shall automatically terminate at the conclusion of such fiscal year.

23. Exhibits. Exhibits A and B constitute a part of this Agreement and are incorporated into this Agreement by this reference. If any inconsistency exists or arises between a provision of this Agreement and a provision of any exhibit, or between a provision of this Agreement and a provision of Contractor's proposal, the provisions of this Agreement shall control.

24. Entire Agreement and Modification of Agreement. This Agreement and all exhibits referred to in this Agreement constitute the final, complete and exclusive statement of the terms of the agreement between the Parties pertaining to the subject matter of this Agreement and supersede all other prior or contemporaneous oral or written understandings and agreements of the Parties. No Party has been induced to enter into this Agreement by, nor is any Party relying on, any representation or warranty

except those expressly set forth in this Agreement. This Agreement may not be amended, nor any provision or breach hereof waived, except in a writing signed by both Parties.

25. Headings. The headings in this Agreement are included solely for convenience of reference and shall not affect the interpretation of any provision of this Agreement or any of the rights or obligations of the Parties to this Agreement.

26. Word Usage. Unless the context clearly requires otherwise, (a) the words “shall,” “will” and “agrees” are mandatory and “may” is permissive; (b) “or” is not exclusive; and (c) “includes” or “including” are not limiting.

27. Time of the Essence. Time is of the essence in respect to all provisions of this Agreement that specify a time for performance; provided, however, that the foregoing shall not be construed to limit or deprive a Party of the benefits of any grace or use period allowed in this Agreement.

28. Business Days. “Business days” means days Maywood City Hall is open for business.

29. Governing Law and Choice of Forum. This Agreement, and any dispute arising from the relationship between the Parties to this Agreement, shall be governed by and construed in accordance with the laws of the State of California, except that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not be applied in interpreting this Agreement. Any dispute that arises under or relates to this Agreement (whether contract, tort or both) shall be resolved in a superior court with geographic jurisdiction over the City of Maywood.

30. Attorneys’ Fees. In any litigation or other proceeding by which a Party seeks to enforce its rights under this Agreement (whether in contract, tort or both) or seeks a declaration of any rights or obligations under this Agreement, the prevailing Party shall be entitled to recover all attorneys’ fees, experts’ fees, and other costs actually incurred in connection with such litigation or other proceeding, in addition to all other relief to which that Party may be entitled.

31. Severability. If a court of competent jurisdiction holds any provision of this Agreement to be illegal, invalid or unenforceable for any reason, the validity of and enforceability of the remaining provisions of this Agreement shall not be affected and continue in full force and effect.

32. Counterparts. This Agreement may be executed in multiple counterparts, all of which shall be deemed an original, and all of which will constitute one and the same instrument.

33. Corporate Authority. Each person executing this Agreement on behalf of his or her Party warrants that he or she is duly authorized to execute this Agreement on behalf

of that Party and that by such execution, that Party is formally bound to the provisions of this Agreement.

[SIGNATURE PAGE FOLLOWS]

The Parties, through their duly authorized representatives are signing this Agreement on the date stated in the introductory clause.

City:

City of Maywood,
a California municipal corporation

Contractor:

By: _____
Mayra Aguiluz
Mayor of the City of Maywood

By: _____
Name: _____
Title: _____

ATTEST:

By: _____
Miguel Leon, Deputy City Clerk

APPROVED AS TO FORM:

By: _____
Roxanne Diaz, City Attorney

EXHIBIT A

SCOPE OF SERVICES

4. APPROACH TO SCOPE OF SERVICES

4.a. Project Understanding and Approach

4.a.1 PROJECT UNDERSTANDING

The City of Maywood is requesting proposals from qualified consultants for Municipal Engineering and traffic engineering services. The contract services will consist of City Engineering and Traffic Engineering services and other related duties as directed by the City Manager, including but not limited to consultation on City utilities and facilities (i.e., stormwater drainage and transportation system), consultation on development projects/permits, lead and manage the City's Capital Improvement Program, provide permit review and inspection services, and technical expertise regarding traffic signals, street lighting, traffic signs, and the issuance of encroachment and wide-load permits.

The City Manager oversees the public works engineering function, which is managed by a contract city engineer. All engineering services, including encroachment permits, public works plan reviews, and public works inspections are provided under contract.

The City has listed the following General Requirements for this RFP:

- a) Respondents shall have at least five (10) years of consecutive experience in engineering experience.
Transtech comment: Transtech has 36 years of experience in providing similar services (Transtech was established in 1989). Transtech is a multi-disciplinary engineering consulting firm, and is providing municipal services to approximately 90 public agencies.
- b) The proposed term of the contract under this RFP shall be for three years with the option to renew for two additional one-year periods at the discretion of the City.
- c) Respondent shall comply with the insurance requirements set forth in the form professional services agreement.
Transtech comment: Transtech is currently under contract with the City and comply with the insurance requirements.

The City of Maywood is a General Law City, with a Council/Manager form of government. The City is located in the southeast region of Los Angeles County, is 1.18 square miles and is bordered by the cities of Bell, Vernon, Huntington Park, and Commerce.

4.a.2 APPROACH

Customer Care and Responsive Service Approach:

- ✓ Our services are founded on the principals of Total Quality Management for Total Customer Care and Satisfaction.
- ✓ All telephone calls or e-mails received are returned within the same working day, or the following day. We take pride in our "Same Day Response" motto.
- ✓ Transtech also provides a 24-hour emergency contact number to its clients.
- ✓ Customer Care means highest quality customer service. Transtech is committed to providing "Customer Care" to the City, City's patrons, including responding quickly and effectively to the walk-in, telephone, and electronic inquiries of the public related to our services. Responsiveness is an integral part of Transtech's "Customer Care" service approach.
- ✓ Our Contract Principal will meet with the Client's Project Manager frequently for service evaluation and address any areas for improvements.
- ✓ Responsiveness is an integral part of Transtech's "customer friendly" service approach. While our service is always on an "as needed" basis, our responsiveness is on "full-time" basis.
- ✓ Transtech understands the importance of being able to expedite certain projects, when requested, by the City.

Structured Approach: We have a structured approach to execute projects in an efficient manner that makes Transtech capable of providing the City with an efficient and quality product. Transtech has established guidelines and policies, including written manuals on quality control, project management, and design procedures for its staff and for its contract cities. These guidelines ensure a consistent approach to the execution of assignments undertaken by our organization in



compliance with City's specific procedures, standards and requirements. The following paragraphs describe our general approach to deliver projects in an efficient and cost-effective manner. A project specific approach will be provided for each assigned project and will become part of the specific contract for the specific project.

- **Project Management:** Our approach is to provide proactive management and attempt to identify potential issues and problems in advance and take corrective actions before they become problems. This requires extensive hands-on knowledge, experience and management skills of the people involved in managing the project. Our team members have extensive experience and proven track record in managing large and complex projects and bringing them to a completion on time and within budget.
- **Approach to Cost Control and Change Orders:** We evaluate project costs and develop feasible mitigation measures to minimize additional costs. We work as a team to solve problems or make modifications in the field to address unforeseen conditions or owner generated changes in a cost-effective manner.
- **Approach to Scheduling and Timely Completion of Project and Schedule Recovery:** The baseline schedule should properly identify the project scope, critical path, project milestones, target dates, phases and sequences of work, and activity durations. When significant activities show that they are slipping from the baseline, we work with the contractor to develop recovery plans.
- **Management of Documents:** We use an electronic file management system. All construction forms, daily dairies, weekly statement of working days, etc. are stored in our electronic file system, and are per Caltrans documentation system. We provide these documents at the end of the project to the client in organized files as well as pdf files.
- **Safety and Security:** We hold meetings with the contractor to review and discuss safety and security requirements, OSHA conformance, emergency security and safety procedures, and enforce security and safety responsibilities.
- **Funding Closeout:** We prepare necessary closeout documentation required by the funding agencies, submit final reimbursement documentation, follow-up on the reimbursements, and final funds balance report.
- **Project Closeout:** We recognize that closeout is an important part of the construction process. It signifies that the new facility structure is ready to use. We methodically handle all closeout tasks to ensure a smooth transition from construction to occupancy.
- **Methodology for Communication to Inform City on Work Progress:** Key project team members will attend periodic project progress meetings with City staff throughout the project duration.
- **Electronic common project information and file sharing platform:** We create and provide access to project participants a common project information and file sharing platform.

Coordination with City: Key project team members will attend periodic project progress meetings with City staff throughout the project duration. We will establish and maintain a close working relationship with City staff. We will manage assigned projects, carefully control costs and resources, and complete assigned work on schedule. We will provide progress reports to the City at regular intervals.

Expediting Projects: Transtech understands the importance of being able to expedite tasks when requested by the City. Transtech has sufficient staff and resources to expedite projects.

CIP Management: Transtech manages Capital Project Programs and maintains CIP Matrix and Schedule for various contract Cities. The CIP Matrix includes detailed tracking information for each CIP, as well as a high-level project schedule status in bar chart format for various project phases. The CIP Matrix is updated frequently, and project status is presented to City Management at management meetings, as well as to City Council when directed by the City Management.

Project Schedules: Transtech has a proven track record for completing projects on time. Part of our role as Project Managers is to develop, review, update and manage the project schedules and confirm that tasks are scheduled within reasonable and appropriate timeframes. We constantly review, monitor and update the schedule to confirm it is in compliance with the original schedule and that related coordination with external/3rd parties/regulatory agencies/utility companies, etc. are on track. If the look ahead schedule is not in compliance with the original schedule, we take appropriate actions to avoid potential delays. Our approach to Scheduling and Timely Completion of Project and Schedule Recovery includes having the contractor prepare a baseline schedule, which identifies the project scope, critical path, project milestones, target dates, phases and sequences of work, and activity durations. When significant activities show that they are slipping from the baseline, we work with the contractor to develop recovery plans.

Contract Administration Approach (Caltrans LAPM): For construction contract administration, we follow guidelines described in Caltrans Local Assistance Procedures Manual (LAPM). Maintaining complete and accurate files is a very important aspect of managing federally funded projects. Generally, whenever the local agency is unable to produce requested data or information, it is assumed by reviewing personnel that the required actions were either never performed or not properly recorded. Organized project files can minimize these negative assumptions. Organization and content of the project file is one indicator of effective and efficient management of the project by the resident engineer. LAPM has been prepared to aid California local agencies scope, organize, design, construct and maintain their public transportation facilities when they seek Federal Highway Administration (FHWA) funded federal-aid or state funding. This manual describes the processes, procedures, documents, authorizations, approvals and certifications, which are required in order to receive federal-aid and/or state funds for many types of local transportation projects.



Project Controls: Our staff has experience with various document control software systems including Procore, Autodesk ConstructWare (which has now become Construction Cloud), and Primavera P6. In our experience all major control software programs work basically the same way and adapting from one software offering to another has a fairly small learning curve. Because the specific software is generally a choice made by the prime contractor, our staff is ready to partner with any user of any program. That said, not all projects require the 'fire power' associated with an expensive, sophisticated control system. Sometimes an intelligently designed filing system that stores basic Word, Excel, PDF, and email documents in the cloud is all a project really needs.

Project Control System: Transtech has developed its in-house Project Control Procedures and System, follow guidelines similar to what is described in Caltrans Local Assistance Procedures Manual (LAPM). Following is the link to Transtech's Project Control Procedures and System:

<https://www.dropbox.com/scl/fi/ovqszv2odb0egxp6qdo3f/CIP-Filing-System-Index-v20240212.100-003.pdf?rlkey=rar96lbt7yif4qka3y5tck1n&dl=0>

10 Administration

- 10.00 Filing System: Contains all of the generic documents and templates that are used repeatedly. Use master templates on the library for all documents and forms referenced on this index.
- 10.01 CIP Checklist: Contains step by step CIP checklist/workflow applicable to a project from inception to closeout. Update this checklist throughout the project to maintain project workflow.
- 10.02 Correspondence: Contains general correspondence (emails, memos, etc.) throughout the project. Specific correspondence for each project phase should be filed under applicable folder.
- 10.03 Staff Reports: Contains City Council meeting staff reports and resolutions.
- 10.04 Project Funding Sources: Contains CIP Project Sheet/Charter from City Fiscal Year Budget including funding information.
- 10.05 Project Budget: Contains overall project budget throughout the project.
- 10.06 Project Schedule: Contains overall project schedule throughout the project.
- 10.07 Public Records Request: Contains public information requests throughout the project.

20 Planning and Studies

- 20.01 Contracting: If services in this category is contracted, this folder contains all contracting documentation (RFP, proposals, etc.). Use subfolders as needed for different disciplines (environmental, ROW, survey, geotechnical, etc.).
- 20.02 Environmental Determination: Contains environmental documentation (CEQA, NEPA, etc.).
- 20.03 ROW & Easement: Contains right of way acquisition, easement, temporary construction easement, etc..
- 20.04 Land Survey: Contains land survey (topo survey, drawings, reports, etc.).
- 20.05 Geotechnical Investigation: Contains geotechnical investigation (coring results, reports, recommendations, etc.).
- 20.06 Site Utilities: Contains utility company contact information, correspondence log, letters, maps received, etc.
- 20.07 Misc Reports & Studies: Contains any miscellaneous reports and studies.
- 20.08 Permitting: Contains all applicable permits including local, state and federal for the project.

30 Bid Package Development/Design

- 30.01 Contracting: If services in this category is contracted, this folder contains all contracting documentation (RFP, proposals, etc.).
- 30.02 Design Development: Contains design development documents including CAD files, aerials, xref, pdf, etc.
- 30.03 Design Submittals: Contains all PS&E submittals during design phase (typical 30%, 60%, 90%, 100% submittals).
- 30.04 Specifications: Contains general provisions, special provisions, appendices, etc.
- 30.05 Estimates: Contains project construction estimates.
- 30.06 Bid Package: Contains project bid package including front end administrative specs (NIB, IB, Bid, General Provisions/Specifications) and project technical specs (Special Provisions, Appendices, Project Plans).
- 30.07 Project Meetings: Contains design kickoff/progress meetings sign in sheets, agendas, minutes and notes.

40 Bidding

- 40.01 Bid Package as Advertised: Contains as advertised bid package in pdf.
- 40.02 Bid Advertisement: Contains plan holders list and proof of advertisement.
- 40.03 Pre-Bid Meeting: Contains pre-bid meeting (if applicable) sign in sheet, agenda, and notes. Indicate whether mandatory/non-mandatory.
- 40.04 Questions: Contains all questions received during bidding phase.
- 40.05 Addenda: Contains all addenda issued during bidding phase.
- 40.06 Bids Received: Contains bid opening results and all bids received at the bid opening.
- 40.07 Bid Analysis: Contains bid analysis (bid tabulation, review of apparent low bid, reference checks, determination of lowest responsive bid, CA license, DIR registration, state and federal debarments.
- 40.08 Agreement: Contains construction agreement document, appendices, bonds, insurances, W-9, business license.
- 40.09 Notice To Proceed: Contains Notice to Proceed document issued to the Contractor.



50 Construction Management

- 50.01 Contract: Contains fully executed construction contract.
- 50.02 Project Personnel: Contains project personnel during construction including Owner, Construction Manager (CM), Construction Inspector (CI), Construction Contractor, Materials Testing (MT), Labor Compliance, Grant Manager, Emergency Contacts, Utility Companies, Contractor's Emergency Contact Information Sheet, Contractor's Letter designating representative authorized to act for the contractor.
- 50.03 Conformed Construction Documents: Contains conformed set of construction documents (plans and specifications) issued for construction. Update these documents throughout construction with any revisions/redlines.
- 50.04 RFI: Contains a common Request for Information (RFI) log, received and responded RFIs, filed by transmittal number.
- 50.05 Submittals: Contains a common Submittal log, received and responded Submittals, filed by transmittal number.
- 50.06 WSWD: Contains Weekly Statement of Working Days (WSWD) issued to the Contractor.
- 50.07 Quality Assurance: Contains all documents generated as part of any QC/QA process including: Quality Assurance Plan (QAP), Special Inspection Reports, Shop Inspection Reports, Material Placement, Material Testing, Delivery Tickets, Structural Observation, Designer Observation, Pad Certification, Buy America Certifications, Material Certificate of Compliance (CoCs), and any QC/QA Manuals.
- 50.08 Engineer Reports: Contains Resident Engineer Weekly Reports, Incident Reports throughout construction.
- 50.09 Inspector Reports: Contains Construction Inspector (Asst. RE) Daily Reports.
- 50.10 Photographs: Contains all photos taken filed by date.
- 50.11 Quantity Calculation Sheets: Contains monthly progress payment item quantity calculation sheets.
- 50.12 Change Orders (CCO): Contains Request for Change Orders (RFCO), Potential Change Orders (PCO) and finalized Contract Change Orders (CCO).
- 50.13 Progress Payments: Contains monthly progress payments, waiver/release documents.
- 50.14 Labor Compliance & EEO: Contains labor compliance documents.
- 50.15 DBE: Contains Disadvantaged Business Enterprise certificates, reports and documents.
- 50.16 Progress Schedule: Contains baseline schedule, weekly lookahead schedules, and recovery schedules.
- 50.17 Project Meetings: Contains pre construction meetings, special meetings, progress (weekly/bi-weekly) meetings sign in sheets, agendas, minutes and notes.
- 50.18 Construction Notices & Signs: Contains construction notices and signs.

60 Project Closeout

- 60.01 Punch Lists: Contains project punch list prepared by Construction Inspector.
- 60.02 Guarantees & Warranties: Contains guarantees and warranties.
- 60.03 O&M: Contains Operations and Maintenance manuals.
- 60.04 Final Inspection: Contains final inspection report.
- 60.05 As-Built: Contains field redlined construction plans "as-builts".
- 60.06 Notice of Completion: Contains Notice of Completion (NOC) document as filed.

70 Grant Management *(only applicable to projects receiving Caltrans funding, if other special funds are involved on the project, check with the grant manager for specific folders/documents)*

- 70.00 Grant Application: Contains Grant Application.
- 70.01 Master Agreement: Contains Caltrans Master Agreement.
- 70.02 Program Supplemental Agreement: Contains Program Supplemental Agreement (PSA) received from Caltrans.
- 70.03 RFA For Preliminary Engineering: Contains Request for Authorization for Preliminary Engineering (PE) Phase application documents to Caltrans.
- 70.04 Environmental Documents: Contains Preliminary Environmental Study (PES) submittal package to Caltrans.
- 70.05 ROW Certificate: Contains Right of Way Certification submittal to Caltrans.
- 70.06 RFA For Construction: Contains Request for Authorization for Preliminary Engineering (PE) Phase application documents to Caltrans.
- 70.07 CON Award Package: Contains Construction Award Package submitted to Caltrans.
- 70.08 E-76: Contains approved E-76 received from Caltrans.
- 70.09 Reimbursements: Contains reimbursement invoices submitted to Caltrans.
- 70.10 Grant Closeout: Contains Final Report of Expenditures (FROE) submitted to Caltrans.
- 70.11 Process Review: Contains Pre-Construction, Construction, Post-Construction Process Review.



ENGINEERING PLAN CHECK AND PUBLIC WORKS INSPECTION SERVICE APPROACH:**Service Philosophy:**

Our service philosophy is defined by our unique “Customer Care” approach in delivering our services in **High Quality, Timely, Efficient and Customer Friendly** manner:

- ✓ Transtech is well known in providing **Cost Effective Services** on time with a **customer friendly and responsive** approach.
- ✓ Our services are founded on the principles of **Total Quality Management for Total Customer Care.**
- ✓ We have a **structured approach** to execute projects in an efficient manner that makes Transtech capable of providing the City with the highest quality product.
- ✓ We start by **working with the applicant early on** and during plan review to help them prepare a set of plans which have all of the required information clearly and logically presented.
- ✓ Additionally, we never hesitate to make suggestions which help eliminate complicated details, **reduce construction costs, and/or provide details which are easy to verify in the field.** Experience has taught us well that inspection time and applicant frustration can both be substantially reduced, while increasing overall compliance, by producing a better set of plans during the plan review process. And in the case of homeowners, **this policy often demonstrates early on that the City really is truly a partner in a process that can often be a source of stress and tension for many applicants, and we fully understand that.**
- ✓ This policy reduces the number of plan review rechecks required, **allows the applicant to obtain a permit much sooner,** and reduces the overall time our staff is required to spend on that particular plan.
- ✓ Transtech provides all plan check **comments on electronic files.** All plan check comments are provided on pdf format electronically, **as well as hard copies.** Plan review corrections are written clearly and are **fully detailed to explain the Code deficiency.**
- ✓ To help the applicant better understand the problem, Transtech provides as much information during plan review as possible. We believe that if the applicant has a **clear understanding of the problem,** he or she can take the necessary steps to correct the condition. This policy reduces the number of plan review rechecks required, allows the applicant to **obtain a permit much sooner,** and reduces the overall time our staff is required to spend on that particular plan. Unclear and/or cryptic corrections are never written, and all correction lists, except those written over the counter, are typed and printed on a laser printer.
- ✓ Our plan checkers **confer early on and respond to questions** from the architect, engineer, designer, applicant, etc. When requested, our plan checkers also meet with the architect, engineer, designer, applicant, etc. at our offices to answer questions or for rechecks where the plan corrections.
- ✓ Our policy is to assist the architect, engineer, designer, applicant, etc. as much as possible, which helps **eliminate complicated details, reduce construction costs, and/or provide details which are easy to verify in the field.**
- ✓ All telephone calls or e-mails received are returned within the same working day, or the following day. We take pride in our **“Same Day Response”** motto.
- ✓ **Responsiveness is an integral part** of Transtech's “customer friendly” service approach.
- ✓ We will strive to **enhance the City's image by public trust** to be the most desirable community to live, invest and conduct business.
- ✓ Customer Care means highest quality customer service. Transtech is committed to providing **“Customer Care”** to the City, City's patrons, responding quickly and effectively to the walk-in, telephone, and electronic inquiries of the public related to our services.

Plan Check Processing: When a plan check order is received, it is logged and reviewed by Building Staff and then assigned to applicable plan checkers. The plan check duration is monitored thru the plan check log data base, which generates messages at identified intervals to inform plan checkers and supervising Sr. Staff so that they are aware of how the progress and status continuously. If any potential delay is monitored, necessary steps are taken, such as meeting with plan checker to review the schedule, workload, performance, and identify actions, including assigning additional staff, if necessary, to ensure timely completion of assignment.

Plan Check Coordination:

Our plan checkers respond to questions from the architect, engineer, designer, applicant, etc. When requested, our plan checkers also meet with the architect, engineer, designer, applicant, etc. at our offices to answer questions or for rechecks.

- Our policy is to assist the architect, engineer, designer, applicant, etc. as much as possible, which helps eliminate complicated details, reduce construction costs, and/or provide details which are easy to verify in the field. This pro-active approach reduces inspection time and questions, and applicant frustration, while increasing overall compliance, by producing a better set of plans during plan review process. Especially, when the applicant is a



homeowner trying to improve his/her property, this policy often demonstrates early on that the City really is here to help.

Approach to Meeting with Applicants: Our staff is available to applicants by phone and through email or through virtual meeting for questions or available to meet for rechecks if necessary. Our policy is to meet with applicants virtually via TEAMS or ZOOM or when necessary, at City Hall, but we also have an available facility at our office meetings with applicants.

Expedited/Off-Business Hours/Weekend Services: If the City receives a request from applicants for expedited plan check services, Transtech staff is able to provide additional resources to accommodate such a request. If the City requests inspection services, Transtech staff will provide additional resources to accommodate inspection requests during off business hours and weekends.

Quick Turn Around and Expedited Service: Transtech will provide plan checks on a **quick turn-around schedule**. Transtech also provides expedited service when requested. **Applicant will be able to see online on real time the progress of plan check submittals.**

Weekend, Holiday & After Work Inspection: Transtech is readily available and has the resources to provide weekend, holiday, and after-work hour inspections as requested by the City Manager or designee.

4.b. Scope of Services

The RFP includes a detailed Scope of Services, which is cited below.

City Engineer

The firm will provide a qualified individual to serve as the City's designated "City Engineer," who will report directly to the City Manager. The City Engineer shall be a registered professional civil engineer in the State of California for at least the past ten (10) years and have been assigned to serve the role of City Engineer in a California municipality within the past three (3) years. The City Engineer will be available off-site for electronic or telephone communication with City staff, public officials, community leaders, developers, contractors, utilities, public agencies, and the general public. The City Engineer's tasks may include, but not be limited to, the following:

1. Attend public meetings including, but not limited to, meetings of the City Council, and Planning Commission, and staff level meetings with City staff, public officials, community leaders, developers, contractors, utilities, public agencies, and the general public.
2. Analyze the City's needs and prepare, recommend, and administer long- and short-range programs consistent with the economic capabilities of the City. This includes preparation of all documentation related to the City's annual Capital Improvement Program (CIP) project budgets.
3. Identify current and future CIP projects, recommend those future CIP projects to the City Manager for inclusion in the upcoming fiscal year's CIP project budget, assist with the scope, schedule, status updates, and assist with identifying funding sources for CIP projects.
4. Conduct bi-weekly CIP Update meetings, track all CIP projects, including current status, funding/budget status; coordinate with City staff and various consultants to deliver the City's CIP projects; and assist the City Manager with the management of the City's CIP including managing design consultants.
5. Review and comment on private development projects including private development construction plans, site plans, or subdivision maps for compliance with City adopted design standards, subdivision standards, including, but not limited to, review of the following:
 - A. Map Plans: Review tentative maps, final maps, easement deeds and lot line adjustments, and establish recommended Conditions of Approval. The consultant shall check and review map boundaries, metes and bounds, and field check final documentation prior to bond exoneration.
 - B. Hydrology and Hydraulics Plans: Review hydrology and hydraulic studies in compliance with Los Angeles County Drainage Design Standards, Hydrology Manuals, Local Drainage Manuals, and utilize appropriate Hydrology and Hydraulics software programs.
 - C. Street Improvement Plans: Review street, drainage, and traffic control plans in compliance with the following: City



- standards, Standard Plans and Specifications for Public Works Construction (Greenbook), MUTCD, Caltrans Highway Design Manual, Caltrans Traffic Manual, Caltrans Standard Plans and Specifications, Los Angeles County Hydrology Manuals, Local Drainage Manuals, the Americans with Disabilities Act, and California Title 24.
- D. Structural Improvement Plans and calculations.
- E. Provide general engineering consultation in connection with problems such as traffic congestion, need for traffic calming, parking issues, street sign programs, etc.
- 6. Recommend policies, regulations and/or ordinances pertaining to engineering matters.
- 7. Provide technical advice to the City's personnel assigned to Public Works maintenance activities.
- 8. Advise the City regarding engineering, construction financing, and grant funding opportunities available from other governmental agencies.
- 9. Make recommendations pertaining to land development project control.
- 10. Establish working relationships and coordination with all other public agencies and private utilities involving engineering matters affecting City.
- 11. Conduct field investigations of various engineering issues.
- 12. Assist the City with the processing of required federal, state and regional permits.
- 13. Assist the City with processing grant applications and administration of awarded grants.
- 14. Perform miscellaneous engineering tasks, feasibility studies, investigations, and other duties as directed by the City Manager.

As-Needed Traffic Engineer

The firm will provide a qualified individual to serve as the City's designated "City Traffic Engineer" on an as-needed basis. The City Traffic Engineer shall be a registered professional traffic engineer in the State of California for at least the past ten (10) years and have been assigned to serve the role of City Traffic Engineer in a California municipality within the past three (3) years. The City Traffic Engineer's tasks may include, but not be limited to, the following:

1. Advise and assist City's departments, commissions, committees, and the City Council on various traffic related issues and provide interface with regional and State transportation agencies.
2. Assess the potential traffic impact of proposed development/redevelopment projects.
3. When requested by the City Manager (or his/her designee), prepare engineering reports in response to requests for traffic control device installations and modifications, including, but not limited to, stop signs, crosswalks, traffic channelization, speed humps/bumps, parking restrictions, and speed zones; disabled parking requests; and any other traffic-related matters.
4. Prepare grant applications for funding from federal, state, and regional/local agencies for traffic safety studies and improvements.
5. Identify, review, and develop recommendations for corrective measures at locations experiencing accident rates higher than normally anticipated.
6. Provide technical advice to City's staff in connection with the maintenance and operation of City's traffic signal facilities.
7. Conduct or review traffic engineering, traffic analysis, speed analysis, and transportation planning studies or project-specific traffic-related issues.
8. Provide comprehensive analyses of existing and projected traffic conditions.
9. Provide electronic traffic control device studies and design including, but not limited to, signs, signals, pavement markings, pedestrian flashers, and rectangular rapid flashing beacons.
10. Review subdivision or new development projects involving traffic impact analyses.
11. Ensure compliance with traffic standards including, but not limited to, the CA Manual on Uniform Traffic Control Devices (CA MUTCD).
12. Perform miscellaneous traffic engineering services.

Public Works Permit Management and Inspection

The firm will provide a qualified individual to serve as the City's designated "Public Works Inspector and the Public Works Technician." The Public Works Inspector and Public Works Technician shall have at least three (3) years of experience conducting public works inspections for municipal right-of-way or encroachment permits and have performed public works inspection services in a California municipality within the past twelve (12) months. The Public Works Inspector's and Public Works Technician tasks may include, but not be limited to, the following:

1. Receive, review, process Public Works permit applications; assess permit fees; and issue permits to applicants.
2. Handle public works permit and other engineering-related matters and inquiries, including responding to inquiries



- from permittees or potential permit applicants.
- 3. Provide construction inspection/observation of permit work within the public right-of way, including issuing correction notices, if necessary, and closing out finalized permits.
- 4. Provide a daily schedule of inspections to the Public Works Superintendent.
- 5. Issue stops work notices for unpermitted work.
- 6. Maintain a log of Public Works permits, showing the permit status.
- 7. Ensure permittees are complying with minimum construction BMPs to prevent construction debris from entering the storm drain system.

Public Works/CIP Project Design, Project Management & Administration, Funding Management, Construction Management, Construction Inspection, and Labor Compliance Services

The firm will provide a Public Works/CIP project design, project management & administration, funding management, construction management and inspection, and labor compliance services through qualified individuals at the request of the City Manager. The firm's design phase and construction phase staff must each have at least five (5) years of experience of providing design phase and construction phase engineering services to municipalities in California and have performed these services for California municipalities within the past twelve (12) months. Plans, specifications, engineering reports and/or studies must contain a valid registered professional engineer/architect stamp from Consultant's staff, who shall be registered professionals in the State of California. The firm's tasks may include, but not be limited to, the following:

1. Public Works/CIP Project Design Services:

A. General Design Services

- I. Prepare preliminary and final design for Public Works/CIP projects, including, but not limited to, plans, specifications, design calculations, analyses and project design schedules as required by the conditions on the respective project.
- II. Prepare plans and specifications in accordance with a format appropriate for the respective project including, but not limited to, City standard plans and specifications, "Greenbook" Standard Specifications for Public Works Construction and Standard Plans for Public Works Construction, Caltrans standards, or Construction Specifications Institute (CSI) standards.
- III. Conduct all field, topographic, and control surveys; prepare all geotechnical studies and reports; obtain title reports for adjacent properties as required; and include survey by a licensed surveyor of all property lines and easements for anticipated right-of-way and easement acquisitions. All topographic survey, property lines, and easements shall be mapped and accurately provided in AutoCAD format for use during design.
- IV. Provide 30% conceptual plans, as well as 60%, 90%, and 100% plans, specifications, and estimate (PS&E) submittal packages for City review.
- V. Prepare project cost estimates and perform field reviews as needed.
- VI. Perform peer review services for general compliance.
- VII. Prepare utility coordination letters and coordinate with all utilities to obtain existing utility record plans, as-builts, schematics, etc. The existing utility information shall be shown on the final design plans.
- VIII. Prepare feasibility studies as needed.
- IX. Prepare final bid documents incorporating all comments from previous reviews. Final plans shall be plotted electronically to PDF in full size and shall be signed by the engineer in responsible charge licensed in the State of California.
- X. Attend pre-bid meetings to address any questions about the project.
- XI. Assist in the preparation of any necessary addenda that may be required.
- XII. Review and respond to contractors Requests for Information as well as review and approve submittals.
- XIII. Attend pre-construction meetings.
- XIV. Review, prepare and approve shop drawings.
- XV. Coordinate with pertinent regulatory agencies, stakeholders, material and equipment suppliers and assist the City with obtaining approvals and permits as may be required from applicable agencies including, but not limited to, Los Angeles County, Metropolitan Water District, Metropolitan Transportation Authority, Caltrans, or other federal, state, regional, and local agencies.

B. Environmental Compliance and Permitting

The Consultant shall be responsible for determining all environmental or jurisdictional permits and clearances required to deliver the respective project. Based on the assessment, the Consultant shall prepare, submit all required permit applications, environmental review documentation, and related documents for processing by the City; and obtain all required environmental or jurisdictional permits required by federal, state, local, and jurisdictional agencies to ensure the project is cleared for construction.

- I. The Consultant shall prepare appropriate California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) documentation and any associated technical studies, if applicable, that are required to clear the project for construction. The documentation may include, but not be limited to, the following:
 - 1. Initial Study



2. Mitigated Negative Declaration
 3. Negative Declaration
 4. CEQA/NEPA Compliance
 5. Environmental Impact Statement/Environmental Impact Report
 6. Biological Assessment
 7. Regulatory agency permitting
 - II. The Consultant shall prepare a schedule of permits with the required timelines to ensure each permit is obtained prior to the start of construction.
 - III. The Consultant shall prepare all environmental documents in preliminary and final draft stages for City review and shall incorporate any comments made during the preliminary document review.
 - IV. If applicable, the Consultant shall coordinate and manage the environmental document approval process, including all public review and hearings that may be required.
2. **Project Management & Administration:** The Consultant shall perform the following tasks:
- I. Assist City staff in scoping, developing, and scheduling capital projects.
 - II. Prepare RFQs and RFPs, as necessary.
 - III. Assist City staff with coordination with other City departments, agencies, utilities, and community as required; monitoring budget and schedule; community outreach as required; and serving as the City's owner representative in all aspects of the project process, if directed by the City Manager.
3. **Funding Management:**
- I. The Consultant shall manage the local, state, or federal funding and reporting to the respective funding agencies including Caltrans, Metro, FHWA, FTA, HUD, State Parks, etc.
4. **Construction Management and Inspection Services:**
- A. The Consultant shall provide professional engineers/construction managers with significant experience in administering Public Works/CIP projects. The proposed Consultant staff will be well versed in all aspects of construction administration including, but not limited to, project scheduling, project controls, project management, partnering, and claims resolution, in order to ensure project completion on time and within the established budget of the respective project. Projects in the City vary in size, magnitude, and scope including, but not limited to, street improvements, facility improvements, park improvements, storm drain, pipeline or utility improvements, and traffic signal improvements. The Consultant shall provide experienced personnel, equipment, and facilities to perform the following tasks:
 - I. Provide and maintain contract administration and full-time project inspection for the duration of each respective project.
 - II. Coordinate meetings with City representatives, contractors, and other agencies related to the project, including scheduling and chairing of pre- construction meetings and progress meetings; providing assistance in responding to all questions in a timely manner and preparing meeting minutes.
 - III. Establish coordination and communication procedures among project participants.
 - IV. Provide videotape and photographic documentation of project site prior to and during construction.
 - V. Assist the City's representatives in conducting and coordinating field meetings with contractors and act as the City's liaison for coordination and communication with other agencies, engineers, and architects as needed.
 - VI. Coordinate with design engineers and project managers on design issues encountered during construction.
 - VII. Coordinate and facilitate coordination with utility companies and the contractor.
 - VIII. Provide public outreach services as required.
 - IX. Review the project contract documents and perform a constructability review.
 - X. Review the contractor's submittals in accordance with the requirements of the project specifications and the City's requirements prior to final approval.
 - XI. Review and respond to all project Requests for Information (RFIs) in a timely manner.
 - XII. Review and facilitate submittals and shop drawings.
 - XIII. Establish and implement procedures for processing and expediting RFIs/Requests for Clarification (RFCs), approval of shop drawing submittals, approval of material and equipment sample submittals, approval of contract schedule adjustments, negotiate and recommend for approval of change orders, substitutions and review and recommend for approval of payment requests; and provide document management including maintain logs for RFIs/RFCs, change orders, submittals, Requests for Quotations, Correction Notices, Stop Work Notices, and other related construction documents.
 - XIV. Log compliance with environmental documentation and stormwater compliance, including the proper implementation of construction stormwater best management practices (BMPs).
 - XV. Review, negotiate, process, and monitor contract change orders with the City's approval.
 - XVI. Review extra work invoices and time and material tickets.
 - XVII. Provide construction inspection and quality control services; including ensuring the scheduling of any applicable specialty inspections that may be required for a project, including for concrete work, electrical/telemetry, structural, and equipment testing; and ensure specialty inspectors have all necessary certifications.
 - XVIII. Ensure the contractor is complying with all applicable permitting requirements, agency requirements, local regulations, and utility requirements.
 - XIX. Verify that contractor used proper materials and equipment, and that all street and facility construction, street restoration, and site improvements are properly completed in accordance with the plans and specifications.



- from permittees or potential permit applicants.
- 3. Provide construction inspection/observation of permit work within the public right-of way, including issuing correction notices, if necessary, and closing out finalized permits.
- 4. Provide a daily schedule of inspections to the Public Works Superintendent.
- 5. Issue stops work notices for unpermitted work.
- 6. Maintain a log of Public Works permits, showing the permit status.
- 7. Ensure permittees are complying with minimum construction BMPs to prevent construction debris from entering the storm drain system.

Public Works/CIP Project Design, Project Management & Administration, Funding Management, Construction Management, Construction Inspection, and Labor Compliance Services

The firm will provide a Public Works/CIP project design, project management & administration, funding management, construction management and inspection, and labor compliance services through qualified individuals at the request of the City Manager. The firm's design phase and construction phase staff must each have at least five (5) years of experience of providing design phase and construction phase engineering services to municipalities in California and have performed these services for California municipalities within the past twelve (12) months. Plans, specifications, engineering reports and/or studies must contain a valid registered professional engineer/architect stamp from Consultant's staff, who shall be registered professionals in the State of California. The firm's tasks may include, but not be limited to, the following:

1. Public Works/CIP Project Design Services:

A. General Design Services

- I. Prepare preliminary and final design for Public Works/CIP projects, including, but not limited to, plans, specifications, design calculations, analyses and project design schedules as required by the conditions on the respective project.
- II. Prepare plans and specifications in accordance with a format appropriate for the respective project including, but not limited to, City standard plans and specifications, "Greenbook" Standard Specifications for Public Works Construction and Standard Plans for Public Works Construction, Caltrans standards, or Construction Specifications Institute (CSI) standards.
- III. Conduct all field, topographic, and control surveys; prepare all geotechnical studies and reports; obtain title reports for adjacent properties as required; and include survey by a licensed surveyor of all property lines and easements for anticipated right-of-way and easement acquisitions. All topographic survey, property lines, and easements shall be mapped and accurately provided in AutoCAD format for use during design.
- IV. Provide 30% conceptual plans, as well as 60%, 90%, and 100% plans, specifications, and estimate (PS&E) submittal packages for City review.
- V. Prepare project cost estimates and perform field reviews as needed.
- VI. Perform peer review services for general compliance.
- VII. Prepare utility coordination letters and coordinate with all utilities to obtain existing utility record plans, as-builts, schematics, etc. The existing utility information shall be shown on the final design plans.
- VIII. Prepare feasibility studies as needed.
- IX. Prepare final bid documents incorporating all comments from previous reviews. Final plans shall be plotted electronically to PDF in full size and shall be signed by the engineer in responsible charge licensed in the State of California.
- X. Attend pre-bid meetings to address any questions about the project.
- XI. Assist in the preparation of any necessary addenda that may be required.
- XII. Review and respond to contractors Requests for Information as well as review and approve submittals.
- XIII. Attend pre-construction meetings.
- XIV. Review, prepare and approve shop drawings.
- XV. Coordinate with pertinent regulatory agencies, stakeholders, material and equipment suppliers and assist the City with obtaining approvals and permits as may be required from applicable agencies including, but not limited to, Los Angeles County, Metropolitan Water District, Metropolitan Transportation Authority, Caltrans, or other federal, state, regional, and local agencies.

B. Environmental Compliance and Permitting

The Consultant shall be responsible for determining all environmental or jurisdictional permits and clearances required to deliver the respective project. Based on the assessment, the Consultant shall prepare, submit all required permit applications, environmental review documentation, and related documents for processing by the City; and obtain all required environmental or jurisdictional permits required by federal, state, local, and jurisdictional agencies to ensure the project is cleared for construction.

- I. The Consultant shall prepare appropriate California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) documentation and any associated technical studies, if applicable, that are required to clear the project for construction. The documentation may include, but not be limited to, the following:
 - 1. Initial Study



EXHIBIT B

COMPENSATION

Submitted To

City of MAYWOOD

City Clerk's Office
4319 E. Slauson Avenue
Maywood, CA 90270
Attn: Miguel Leon



Cost Proposal

MUNICIPAL CITY ENGINEERING AND TRAFFIC ENGINEERING SERVICES



TRANSTECH

Est. 1989

www.transtech.org
855.595.2495 (toll-free)

Submitted By

TRANSTECH Engineers, Inc.

Contact Person:

Ahmad Ansari, PE, Principal

E: ahmad.ansari@transtech.org

C: 949-702-5612; O: 909-595-8599

Following is Transtech's Fee Schedule for all staff qualifications.

TRANSTECH ENGINEERS, INC. SCHEDULE OF HOURLY RATES Effective: July 1, 2025 - June 30, 2026 Rates are average ranges, negotiable and can be adjusted to establish a fee for each assignment based on the specific project's scope, when such projects are identified by the City.		
ENGINEERING		
Field Technician	\$91	- \$101
Engineering Technician	\$101	- \$112
Assistant CAD Drafter	\$112	- \$128
Senior CAD Drafter	\$128	- \$144
Associate Designer	\$144	- \$160
Senior Designer	\$160	- \$176
Design Project Manager	\$203	- \$213
Assistant Engineer	\$123	- \$133
Associate / Staff Engineer	\$155	- \$171
Senior Civil Engineer	\$213	- \$235
Traffic Analyst Technician	\$106	- \$118
Associate Traffic Analyst	\$160	- \$171
Senior Traffic Analyst	\$171	- \$181
Professional Transportation Planner	\$181	- \$197
Traffic Engineer Technician	\$101	- \$112
Associate/Staff Traffic Engineer	\$155	- \$171
Traffic Engineer	\$181	- \$197
Senior Traffic Engineer	\$197	- \$218
Project Manager	\$197	- \$218
Senior Project Manager	\$218	- \$235
Deputy City Engineer	\$181	- \$203
City Engineer	\$203	- \$218
Principal Engineer	\$218	- \$240
BUILDING & SAFETY		
Permit Technician	\$80	- \$91
Plan Check Technician/Analyst/Supervisor	\$133	- \$149
Building Inspector	\$123	- \$139
Senior Inspector	\$133	- \$149
Plans Examiner/Checker	\$149	- \$165
Plan Check Engineer	\$160	- \$181
Deputy Building Official	\$171	- \$181
Building Official	\$176	- \$192
CONSTRUCTION MANAGEMENT		
Labor Compliance Analyst	\$155	- \$165
Funds Coordinator	\$160	- \$171
Office Engineer	\$155	- \$165
Construction Inspector	\$149	- \$160
Senior Construction Inspector	\$160	- \$171
Construction Manager	\$181	- \$197
Resident Engineer	\$197	- \$213
PUBLIC WORKS INSPECTION		
Public Works Inspector	\$149	- \$160
Senior Public Works Inspector	\$160	- \$171
Supervising PW Inspector	\$171	- \$181
SURVEY AND MAPPING		
Survey Analyst	\$160	- \$165
Senior Survey Analyst	\$165	- \$171
2-Man Survey Crew	\$368	- \$384
Survey & Mapping Specialist	\$197	- \$213
Licensed Land Surveyor	\$224	- \$235
FUNDING & GRANT WRITING		
Funds Analyst	\$155	- \$160
Senior Funds Analyst	\$160	- \$171
Grant Writer	\$176	- \$181
Funds & Grant Project Manager	\$197	- \$208
PLANNING		
Community Development Technician	\$85	- \$96
Planning Technician	\$96	- \$106
Assistant Planner	\$106	- \$128
Associate Planner	\$128	- \$149
Senior Planner	\$155	- \$176
Planning Manager	\$181	- \$203
ADMINISTRATIVE STAFF		
Administrative/Clerical	\$75	- \$85
Project Accountant	\$85	- \$96
The above fees are increased each year July 1st automatically by the percentage change Los Angeles-Long Beach-Anaheim California Consumer Price Index-All Urban Consumers ("CPI-U") for the preceding twelve-month period as calculated for February by the U.S. Department of Labor Bureau of Labor Statistics and published by the United States Bureau of Labor Statistic.		

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 6.

DATE: July 30, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: MIGUEL LEON, DEPUTY CITY CLERK/ASSISTANT TO THE CITY MANAGER

SUBJECT: CONSIDERATION OF APPROVAL OF THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF MAYWOOD AND THE LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION (METRO) AUTHORITY FOR GRANT FUNDING UNDER THE SOUTHEAST LOS ANGELES TRANSIT IMPROVEMENTS PROJECT (SELA TIP) FOR THE MAYWOOD BUS SHELTER INSTALLATION PROJECT

RECOMMENDATION:

It is recommended that the City Council:

1. Approve the Memorandum of Understanding (MOU) between the City of Maywood and the Los Angeles County Metropolitan Transportation Authority (Metro) under the Southeast Los Angeles Transit Improvements Project (SELA TIP), in the amount of \$180,000 for the procurement and installation of three (3) new bus shelters with integrated solar-powered real-time information boards; and
2. Authorize the City Manager to execute the MOU and all related documents necessary to implement the project, in a form approved by the City Attorney.

BACKGROUND:

Metro secured funding through the California Transportation Commission's 2022 Local Partnership Program (LPP) to implement the Southeast Los Angeles Transit Improvements Project (SELA TIP), a regional initiative designed to improve transit infrastructure, increase bus service reliability, and enhance customer amenities in Southeast Los Angeles communities.

In November 2023, Metro approached the City staff to participate in the program. Staff worked collaboratively with Metro to assess the condition of existing transit stops and identify locations lacking adequate or non-existing shelter infrastructure. Through this joint effort, three (3) high-priority sites were selected for shelter installation based on transit ridership demand, pedestrian accessibility, and proximity to community destinations. Metro has allocated \$180,000 in funding to this project.

DISCUSSION:

The MOU outlines the roles and responsibilities of both Metro and the City. Under the agreement, Metro will reimburse the City up to \$180,000 for eligible project costs on a reimbursement basis. A 10% retainer will be held until completion of the project and submission of a final closeout report.

The City will be responsible for the procurement, installation, and long-term maintenance of three (3) Tolar

“Signa Sunset-50” shelters. These shelters will include integrated solar-powered real-time information boards and other amenities such as seating, trash receptacles, and lighting.

The shelters and equipment will be installed at the following locations:

- Slauson Avenue and Carmelita Avenue (Eastbound, Nearside)
- Slauson Avenue and Maywood Avenue (Westbound, Farside)
- Atlantic Boulevard and 52nd Street (Southbound, Farside)

The project must be completed on December 31, 2026, and the City must submit quarterly progress reports to Metro. The City is also responsible for ensuring all facilities comply with the ADA requirements, obtaining any necessary permits, and maintaining the shelters after installation.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

There is no fiscal impact on the City’s General Fund. An appropriation of \$180,000 is required in Grant Fund 261. Metro will reimburse the City up to the grant-funded amount of \$180,000 for eligible project-related expenses. Any costs exceeding the reimbursable amount will be the responsibility of the City and charged to the appropriate special revenue fund.

ATTACHMENT(S)

1. Memorandum of Understanding with Metro (SELA TIP)

Office of the Chief Executive Officer

Approval Routing Form

Updated: April 11, 2025

Procedure: Both required hard copy and email to Adriana Kharaud (99-25-59 and KharaudA@metro.net).
Must include: Routing form, background memo and supporting document(s).

General Information

Southeast LA Transit Improvements Project - City of Maywood New Bus Shelters		April 25, 2025
Subject	Date	
Monica Waggoner	2-7414	
Prepared By	Extension	

approver	approver sequence	approval needed by	initials/ date of approval	Comments
Stephanie N. Wiggins, Chief Executive Officer	Last			
Sharon Gookin, Deputy CEO				
Kimberly Houston, Deputy Chief, Management Audit Services				
Tashai Smith, EO, Diversity & Economic Opportunity Department				
Dan Estrada, Sr. EO, Project Management Oversight, Program Control (Interim)				
Nicole Englund, Chief of Staff	5th			
Elba Higueros, Deputy Chief of Staff	4th			
Althea Bovell, Deputy Chief, Civil Rights, Racial Equity & Inclusion				
Amit Katzir, Sr. EO, Civil Rights Programs				
KeAndra Cylear-Dodds, EO, Equity and Race				
Craig Joyce, DEO, Administration, Homeless Outreach and Strategic Planning				
Michael Turner, EO, Government Relations				
Nalini Ahuja, Chief Financial Officer				
Melissa Wang, Deputy Chief Financial Officer				

approver	approver sequence	approval needed by	initials/ date of approval	Comments
Rodney Johnson, <i>Treasurer</i>				
Anelli-Michelle Navarro, Sr. <i>EO, Finance</i>				
Diana Estrada, Sr. <i>EO, Finance</i>				
David Sutton, Sr. <i>EO, Finance</i>				
Irene Fine, Sr. <i>EO, Finance</i>				
Debra Avila, <i>Deputy Chief Vendor/Contract Management Officer</i>				
Carolina Coppolo, <i>Deputy Chief Vendor/Contract Management Officer</i>				
Dr. Irma Licea, <i>EO, Vendor/Contract Management</i>				
Selena Landero, <i>EO, Supply Chain/Logistics</i>				
Ivan Page, <i>EO, Vendor/Contract Management</i>				
Ray Sosa, <i>Chief Planning Officer</i>				
Nicole Ferrara, <i>Deputy Chief Planning Officer</i>				
Avital Barnea, Sr. <i>EO, Multimodal Integrated Planning Division</i>				
Laurie Lombardi, Sr. <i>EO, Financial Planning, Programming & Grants</i>				
David Mieger, Sr. <i>EO, Long Range Trans & Mobility Corridors</i>				
Holly Rockwell, Sr. <i>EO, Real Property Management and Development</i>				
Cecily Way, Sr. <i>EO, Special Projects</i>				
Julie Owen, Sr. <i>EO, Project Management Oversight</i>				
Conan Cheung, <i>Chief Operations Officer</i>	3rd			
Matt Dake, Deputy, <i>COO, Vehicle Maintenance & Engineering</i>				
Jesus Montes, Sr. <i>EO, Vehicle Engineering & Acquisition</i>				

approver	approver sequence	approval needed by	initials/ date of approval	Comments
Bob Spadafora, Sr. EO, Rail Fleet Services				
Gary Jolly, Sr. EO, Bus Maintenance (Interim)				
Shahrzad Amiri, Deputy COO, Shared Mobility				
Lena Babayan, EO, Facilities Contract Maintenance				
Steve Gota, EO, Intelligent Transportation Systems (ITS), Shared Mobility				
Kenneth Coleman, EO, Congestion Reduction, Shared Mobility				
Mark Linsenmayer, EO, Congestion Reduction, Shared Mobility				
Errol Taylor, Deputy COO, Infrastructure Maintenance & Engineering				
Kelvin Zan, EO, Projects Engineering				
Leticia Solis, DEO, Wayside Engineering & Maintenance				
Christopher Limon, EO, Operations Administration				
Edna Stanley, Deputy COO, Transit Service Delivery				
Hector Guerrero, Sr. EO, Rail Transportation				
Roman Alarcon, Sr. EO, Rail Transportation				
Diane Frazier, Sr. EO, Bus Transportation				
Dan Dzyacky, EO, OCI Bus Transportation				
Dan Nguyen, Sr. EO, Strategic Initiatives				
Al Martinez, DEO, Enterprise & Info Management				
Quintin Sumabat, EO, Capital Oversight and Programming Strategies				
George Williamson, DEO, Capital Oversight and Programming Strategies				

approver	approver sequence	approval needed by	initials/ date of approval	Comments
Joe Forgiarini, Sr. EO, Service Development, Scheduling & Analysis	1st signer		 4/25/25	
Diane Corral-Lopez, EO, Operations Administration				
Stephen Tu, DEO, Operations Administration				
Karen Gorman, Inspector General				
Ken Hernandez, Chief Transit Safety Officer (Interim)				
Vijay Khawani, Sr. EO, Project Management Oversight				
Claudia Castillo del Murro, EO, Risk Management				
Denise Longley, EO, Administration: Enterprise Transit Asset Management				
Robert Gummer, Deputy Chief, System Security & Law Enforcement				
Collette Langston, Board Clerk				
Deanna Phillips, Deputy Board Clerk				
Tim Lindholm, Chief Program Management Officer				
Emmanuel Liban, Deputy Chief Sustainability Officer				
Sameh Ghaly, Deputy Chief Program Management Officer				
Mat Antonelli, Deputy Chief Program Management Officer				
McKenna, Mike, Deputy Chief Program Management Officer (Interim)				
Kathy Knox, Sr EO, Project Management Oversight				
Androush Danielians, Sr. EO, Engineering				
Camelia Davis, EO, Projects Engineering				
Michael Ratnasingham, Sr. EO, Systems Engineering				
Tom Kefalas, EO, Projects Engineering				

approver	approver sequence	approval needed by	initials/ date of approval	Comments
Eduardo Cervantes, EO, Projects Engineering				
Quinn Tang, Acting Assistant County Counsel				
Elena Eggers, Sr. Deputy County Counsel				
Janice L. Kasai, Sr. Deputy County Counsel				
Greg Levine, Senior Deputy County Counsel	2nd Signer		Digitally signed by 4d58fa4b- a304-429a-9907-89e6d5a7c9a6 DN: cn = 4d58fa4b-a304-429a- 9907-89e6d5a7c9a6 Date: 2020.07.08 09:52:18 -0700	
Teddy Low, Senior Deputy County Counsel				
Byron Shibata, Sr. Deputy County Counsel				
Ronald Stamm, Principal Deputy County Counsel				
Joanne Nielsen, Principal Deputy County Counsel				
Lauren Sible, Deputy County Counsel				
Dawn Jackson-Perkins, Chief People Officer				
Bryan Sastokas, Deputy Chief Information Technology Officer				
Cristian Leiva, Deputy Chief, Labor & Employee Relations				
Sandra Blanco-Sanchez, EO, Talent Management (interm)				
Donald Howey, EO, Administration, Workforce Services Department				
Miguel Cabral, Sr. EO, Talent Development				
Shinina Butler, DEO, HEAR & Well Being Services				
Patrick Astredo, EO, Information Technology, Business Application Services				
Vacant, EO, Information Technology, IT Operations & Service Delivery				
Medik Ghazikhanian, EO, Information Technology, Center of Excellence				

approver	approver sequence	approval needed by	initials/ date of approval	Comments
Vincent Tee, <i>EO, Information Technology, Enterprise Arch. & Tech. Integration</i>				
Jennifer Vides, <i>Chief Customer Experience Officer</i>				
Yvette Rapose, <i>Deputy Chief Customer Experience Officer</i>				
Monica Boudin, <i>Deputy Chief Customer Experience Officer</i>				
Devon Deming, <i>DEO, Fare Programs</i>				
Zoe Zeigler, <i>EO, Marketing</i>				
Anthony Crump, <i>EO, Construction Relations, Project Delivery, Planning,</i>				
Pamela Krebs, <i>EO, Communications, Public Relations</i>				
Lilian De Loza-Gutierrez, <i>EO, Community Relations, Local Government & Countywide Programs</i>				
Maya Emsden, <i>EO, Arts Programs, Rail Safety Education, Older Adult Programs, and Youth Council</i>				
Vanessa Smith, <i>EO, Customer Care</i>				
Jeff Zimm, <i>DEO, Creative & Brand</i>				
Desarae Jones, <i>DEO, Strategy & Insight</i>				
Seleta Reynolds, <i>Chief Innovation Officer</i>				
Marcel Porras, <i>Deputy Chief Innovation Officer</i>				
Ernesto Chaves, Sr. <i>EO, Innovation Office</i>				
Mark Vallianatos, <i>EO, Innovation Office</i>				
Paul Solis, <i>Chief Ethics Officer</i>				



Metro™

Interoffice Memo

Date	April 25, 2025
To	Stephanie Wiggins Chief Executive Officer
Cc	Nicole Englund, Chief of Staff Elba Higueros, Deputy Chief of Staff
From	Joseph Forgiarini Senior Executive Officer, Service Development via Conan Cheung Chief Operations Officer
Subject	Southeast Los Angeles (SELA) Transit Improvements Project – Request for Signature of Funding Agreement with City of Maywood for new bus shelters

This memo is to request CEO signature approval of the attached funding agreement with City of Maywood for three (3) new bus shelters to be purchased, installed and maintained by City of Maywood. The agreement is in the value of \$180,000 towards the cost of these shelters expected to be installed before the end of CY2025.

There are a total of 100 new bus shelters to be installed in SELA cities as part of \$6 million in funding. This was made available through a grant secured by Metro from California Transportation Commission through their 2022 round of the Local Partnership Program. The project also includes funding for lighting improvements at 100 additional bus stops that do not have shelters, 3 transit center improvements (including 10 charging masts) as well as investment in 114 intersection transit signal priority.

If you have any questions or require additional information, please contact me at forgiarinij@metro.net or at 213.418.3400.

Thank you,

Joseph Forgiarini

**Southeast Los Angeles Transit Improvement Project (SELA TIP)
MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding (MOU) is entered into between the Los Angeles County Metropolitan Transportation Authority (“Metro” or “Grantee”) and City of Maywood, CA (“Sub-Grantee”), as of this date of April 25, 2025, for the Metro Southeast Los Angeles Transit Improvements Project (“SELA TIP”) Metro and Sub-Grantee may each be referred to individually as a “Party” and collectively as the “Parties”.

WHEREAS, Metro applied for and secured grant funding under the 2022 Local Partnership Program for transit improvements in Southeast Los Angeles; and

WHEREAS, the SELA TIP will include procurement and installation of new bus shelters at 100 stops along high-frequency (NextGen Tiers 1 & 2) bus lines within various jurisdictions; and

WHEREAS, The Metro Board of Directors on April 25, 2024 approved the East Los Angeles – Long Beach Corridor Mobility Investment Plan, which identifies bus stop improvements as a component project, including the SELA TIP; and

WHEREAS, on June 27, 2024 the California Transportation Commission (“CTC”) approved the project baseline agreement for the SELA TIP, the “Baseline Agreement”, which is attached as Attachment D.

WHEREAS, bus shelters will be procured and maintained by the jurisdiction in which the bus stop is located; and

WHEREAS, eligible expenditures consist of new bus stop shelters in locations that do not have an existing shelter, which include a shade structure, night-time lighting, real-time information boards, and typically include other amenities such as seating and trash receptacles; and

WHEREAS, the Parties desire to set forth the roles and responsibilities with respect to the implementation and funding of the SELA TIP.

NOW THEREFORE, the parties hereby agree as follows:

1. CONDITIONS

1.1 The Sub-grantee shall use the Funds, as described below, to complete the Project as described in the Scope of Work attached as Attachment A. The Funds, as granted under this MOU, can only be used towards the completion of this Scope of Work. Sub-Grantee shall not use the Funds to substitute for any other funds or projects not specified in this MOU. The Scope of Work shall include a list of selected bus stop

locations as indicated by: street and cross street, LA Metro bus stop identification number, direction of travel, and near or far side of intersection; a description and illustration of shelter(s) to be used (where more than one shelter type is employed, the list of locations shall indicate which type is selected for each location); a project schedule that must be adhered to and that includes milestones consistent with purchase and installation of the new shelters and any site preparation work; and a breakdown of costs by activity.

1.2 The Sub-grantee shall use the Funds in accordance with the Financial Plan attached to this MOU as Attachment B. The Financial Plan shows the Project's cash flow and includes the Project's entire financial commitment as well as the fiscal year that the funds will be expended.

1.3 The Sub-Grantee must demonstrate timely use of Funds by: (I) executing this MOU by June 1, 2025, and by (II) expending the Funds granted under this MOU by no later than September 1, 2027, which is the construction contract acceptance milestone date for the LPP grant.

1.4 During the term of this MOU, the Sub-grantee shall submit Quarterly Progress Reports in the form attached as Attachment C. These reports shall include quarterly and inception to date actual expenditures, tasks completed during the reporting period, projected activities for the next quarter and any information that describes the progress of the scope of work. The Quarterly Reports are due to the Metro Project Manager on or before the thirtieth day (30th) of the first month following the close of the October-December, January-March, April-June, and July-September quarters.

1.5 Quarterly Reports, notices, and draft invoices shall be submitted as PDF documents via email to:

Joseph Forgiarini, Sr. Executive Officer, Service Development
forgiarinij@metro.net
with CC to Monica Waggoner, Principal Transportation Planner, Gateway Cities
waggonerm@metro.net

1.6 The Sub-grantee is responsible for reviewing and approving the design plans for the Project. The Sub-grantee must obtain all necessary permits and approvals from the appropriate agencies.

1.7 The Sub-grantee must design the Project to fully comply with the Americans with Disabilities Act (ADA).

1.8 This MOU shall terminate on 2/28/2028.

1.9 In the event that the Sub-Grantee is unable to provide the real-time information boards, Metro is responsible for acquiring and installing real-time information boards, including hardware, software and power connections, onto the new bus shelters at no expense to the County. The real-time information boards remain the property of Metro after installation. Metro's expenses for these real-time information boards will reduce the amount of funding available to the Sub-Grantee per shelter.

1.10 The Sub-grantee is responsible for all maintenance and repair costs for bus shelters and appurtenances, excluding real-time information boards installed by Metro, incurred during the Project asset anticipated normal life span. Metro is responsible for technical supports (including software updates), maintenance, fees, operation and necessary repairs or replacements of real-time information boards installed by Metro, while Sub-grantee is responsible for general cleaning, graffiti removal, and maintenance of lighting equipment. This requirement shall survive the termination of this agreement.

1.11 This is a one-time only grant subject to the terms and conditions agreed to herein. This grant does not imply nor obligate any future funding commitment on the part of Metro.

1.12 The Sub-grantee shall carry out the Project in accordance with the terms of this MOU and all applicable laws, regulations, and rules.

2. TRANSFER OF FUNDS

2.1 To the extent that funds are available, Metro shall make a one-time grant of the funds in the amount of \$180,000 for the Project subject to the terms of the Baseline Agreement and any additional terms and conditions contained herein. These Funds are programmed during the project span, from execution of agreement to September 1, 2027, and are allocated among the scope of work as specified in the Financial Plan.

2.2 The Funds will be transferred to the Sub-grantee on reimbursement basis only and no advance of Funds shall be granted. The Sub-grantee shall submit invoices to Metro upon completion of construction and installation of shelters (including any site preparation work), for the total grant-funded portion of the share of the Project expended by the Sub-grantee. Sub-grantee may submit invoices as individual shelters are completed, or after completion of all installations included in attachments A and A-1.

2.3 The invoice submitted to Metro should only relate to approved goods or services provided in accordance with this MOU. The invoice should clearly identify the charges, copies of the invoices, number of the MOU, and the period covered.

2.4 Metro shall reimburse the Sub-grantee the full amount of the invoice less a ten-percent (10%) retainage. The retainage will be paid to the Sub-grantee upon the successful completion of the Project's closeout audit to be conducted by Metro.

2.5 The Sub-grantee is responsible for all cost overruns incurred as a result of this Project. Under no circumstance will the total amount of money that Metro reimburses the Sub-grantee exceed the amount of the Funds allocated in the project's Financial Plan.

2.6 If any amounts paid to Sub-grantee are disallowed or not reimbursed by the CTC for any reason, Sub-grantee shall remit to LACMTA the disallowed or non-reimbursed amount(s) within 30 days from receipt of LACMTA's notice. All payments made by LACMTA hereunder are subject to the audit provisions contained herein and within the Baseline Agreement.

2.7 Sub-grantee shall comply with and ensure that work performed under this Agreement is done in compliance with all applicable provisions of federal, state and local laws, statutes, ordinances, rules, regulations and procedural requirements, including without limitation, Federal Acquisition Regulations (FAR) and the applicable requirements and regulations of LACMTA. Sub-grantee acknowledges responsibility for obtaining copies of and complying with the terms of the most recent federal, state or local laws and regulations and LACMTA requirements, including any amendments thereto.

2.8 Following Metro Operations staff approval, invoices shall be addressed to accountspayable@metro.net, sent as a PDF attachment.

2.9 Payments and notices shall be addressed to:

Payments
Finance Department
City of Maywood
4319 Slauson Avenue
Maywood, CA 90270
Email: rimo.hanson@cityofmaywood.org with CC to raul.herrera@cityofmaywood.org
Phone: (323) 562-5707

Notices
Miguel Leon
Administrative Analyst
City Manager's Office, City of Maywood
4319 Slauson Avenue
Maywood, CA 90270
Email: miguel.leon@cityofmaywood.org with CC to jennifer.vasquez@cityofmaywood.org
Phone: (323) 562-5700

3. PENALTIES

Metro reserves the right to terminate this MOU and withhold all payments of Funds in the event of Sub-grantee's breach or defaults of any term or condition contained in this MOU.

4. MISCELLANEOUS

4.1 California law shall govern this MOU. If any provision of this MOU is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

4.2 The Sub-grantee shall not assign this MOU, or any part thereof, without written consent and prior approval of Metro's Chief Executive Officer or designee, and any assignment without said consent shall be void and unenforceable.

4.3 This MOU constitutes the entire understanding between parties, with respect to subject matter herein. This MOU shall not be amended, nor any provision or breach hereof waived except in writing signed by the parties.

4.4 The covenants and agreements of this MOU shall inure to the benefit of, and shall be binding upon, each of the parties and their respective successors and assigns.

4.5 Metro shall have the right to conduct a financial and compliance audit(s) of the Project. Sub-grantee agrees to establish and maintain proper accounting procedures and cash management records and documents in accordance with generally accepted accounting principals. The Sub-grantee shall reimburse Metro for any expenditure not in compliance with the Scope of Work and/or not in compliance with other terms and conditions of this MOU and Guidelines.

4.6 Neither Metro nor any officer or employee thereof shall be responsible for any damage or liability occurring with any work performed by and or service provided by Sub-grantee, its officers, agents employees, and subcontractors under this MOU. Sub-grantee shall fully indemnify, defend and hold Metro, and its officers, agents and employees harmless from and against any liability and expenses, including without limitation, defense costs, any costs or liability on account of bodily injury, death or personal injury of any person for damage to or loss of risk of property, any environmental obligation, any legal fees and any claims for damages of any nature whatsoever arising from the Project, including without limitation: (i) misuse of the Funds by Sub-grantee, or its officers, agents, employees, or subcontractors; (ii) breach of the Sub-grantee's obligations under this MOU; or (iii) any act or omission of the Sub-grantee, or its officers, agents, employees or subcontractors in the performance of the work or the provision of the services, including, without limitation, the Scope of Work, described in this MOU. In return, Metro shall fully indemnify, defend and hold Sub-Grantee and its officers, agents and employees harmless from and against any liability

and expenses to the full extent as described in this paragraph for works performed and / or service provided by Metro, its officers, agents, employees, contractors and subcontractors under this MOU.

4.7 Sub-grantee in the performance of the work required by this MOU is an independent contractor and not an agent or employee of Metro. Sub-Grantee shall not represent itself as an agent or employee of Metro and shall have no powers to bind Metro in contract or otherwise.

IN WITNESS WHEREOF, the parties have caused this MOU to be executed by their duly authorized representatives as of the dates indicated below:

SUB-GRANTEE:
City of Maywood

LOS ANGELES COUNTY
METROPOLITAN TRANSPORTATION
AUTHORITY

By: _____
Name Date
Title

By: _____
Stephanie Wiggins Date
Chief Executive Officer

APPROVED AS TO
FORM:

Name of Counsel
Title

APPROVED AS TO
FORM:

Dawyn R. Harrison
County Counsel

By: _____
Deputy Date

By:  _____
Deputy Date

Digitally signed by: 4dd8a4b6-a104-429a-9907-9b6d6de7c696
DN: CN = 4dd8a4b6-a104-429a-9907-9b6d6de7c696
Date: 2025.07.08 09:51:33 -08'00'

Attachment A: Scope of Work

Project Title: Maywood Bus Shelter Installation Project

Sub-Grantee: City of Maywood

Project Timeline: May 1, 2025 – December 31, 2026

1. Project Overview

This Scope of Work (“SOW”) delineates the obligations of the City of Maywood (“Sub-Grantee” or “City”) for the execution of the Maywood Bus Shelter Installation Project (“Project”). The Project is designed to enhance public transit amenities by installing standardized bus shelters, inclusive of integrated digital real-time information boards, at three (3) high-priority designated Metro bus stop locations that currently lack such infrastructure. The installation of these shelters shall improve rider safety, comfort, and accessibility while ensuring compliance with all applicable federal, state, and local statutes, including the Americans with Disabilities Act (ADA), California Public Contract Code, and Los Angeles County Metropolitan Transportation Authority (“Metro”) guidelines.

2. Project Scope and Deliverables

The City shall be responsible for the procurement, delivery, and installation of the bus shelters, as well as the necessary site preparation, according to the following components:

a. Procurement and Delivery

- Acquisition of three (3) prefabricated transit shelters from Tolar Manufacturing Company, consistent with the design detailed and incorporated herein by reference as Appendix A, which includes an integrated digital real-time information board for transit arrival and service updates.

b. Site Preparation

- Execution of any necessary minor demolition, grading, and right-of-way clearance to accommodate the installation of shelters and digital real-time information systems;
- Coordination with Metro to secure bus stop approvals, adjustment or removal of existing street elements (e.g., newspaper racks, signage, poles) as required to comply with ADA and pedestrian flow standards.

c. Shelter Installation

- Installation of the shelters in accordance with manufacturer specifications, including the secure anchoring of structural components and the integration of the digital real-time information boards;
- Final inspection and certification to ensure compliance with all safety, structural, lighting, and ADA requirements.

d. Reporting and Closeout

- Submittal of photographic documentation, invoices, inspection records, and any required progress or final reports to the funding agency or grant administrator.

3. Project Locations

The following locations have been selected based on ridership demand, transit visibility, sidewalk clearance, and proximity to major arterials. The Sub-Grantee shall coordinate all work in compliance with Metro’s bus stop requirements and applicable engineering and safety standards.

Street and Cross Street	Metro Stop ID	Direction of Travel	Intersection Placement
Slauson Avenue / Carmelita Avenue	6264	Eastbound	Nearside (SW Corner)
Slauson Avenue / Maywood Avenue	14657	Westbound	Farside (NW Corner)
Atlantic Boulevard / 52nd Street	8783	Southbound	Farside (West Side)

4. Shelter Design, Specifications, and Integrated Digital Information Boards

The Project shall utilize a single uniform shelter design across all installation sites. The key specifications are as follows:

- **Model:** Tolar Manufacturing, 16-foot wide “Signa Sunset-50”
- **Design Reference:** Appendix F
- **Materials:**
 - Aluminum Frame: Durable aluminum, ensuring strength, corrosion resistance, and reliable performance in outdoor transit environments.
 - Powder-coated finish in RAL7045 “Telegrey 1”
- **Amenities:**
 - Two (2) 5-foot benches: Powder-coated finish in RAL7045 Telegrey 1
 - Two (2) trash receptacles: Powder-coated finish in RAL7045 Telegrey 1
 - Integrated Digital Real-Time Information Board: 23" Papercast Outdoor E-Paper Display (or approved equal), designed to display transit arrival times and service alerts, fully compliant with Metro data feed requirements. The board shall be weatherproof, energy-efficient, and solar-powered, with the display mounted into the bus stop sign.

- City of Maywood logo plate and seal
- **Compliance:**
 - All shelters and digital information boards shall be installed in strict accordance with manufacturer specifications, applicable building codes, ADA standards, and Metro guidelines
 - Installation shall ensure unobstructed pedestrian access and maintain the required clearances

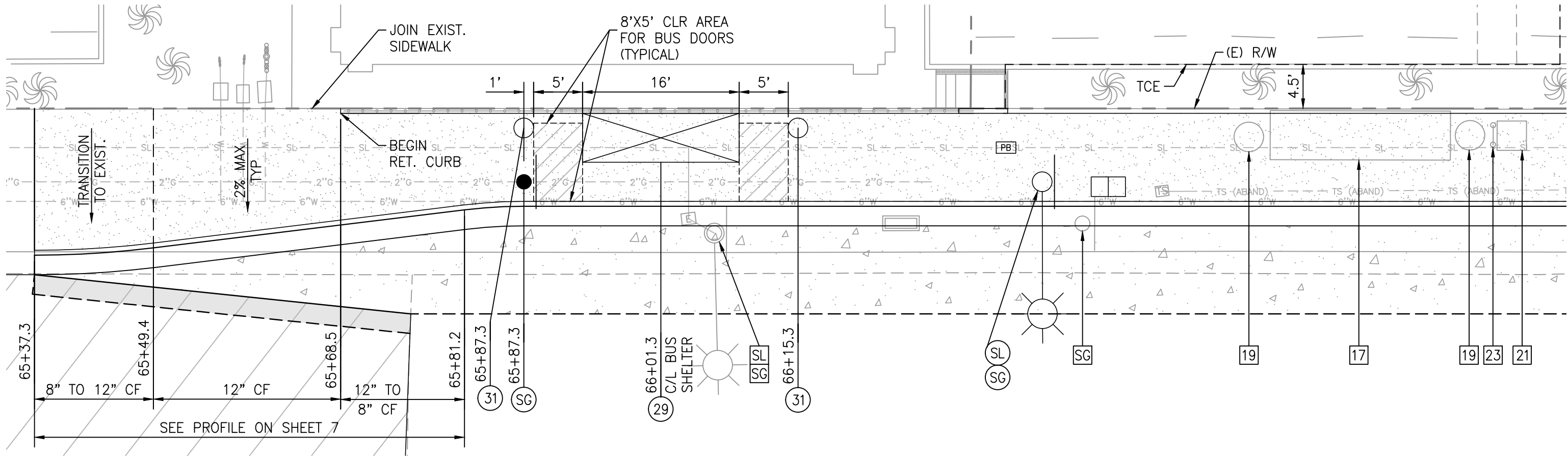
5. Project Schedule

The Project shall be executed in accordance with the following schedule. The City shall notify the funding agency in writing upon the completion of each phase and submit the requisite documentation in a timely manner:

Project Phase	Target Completion Date
Site Assessments/Design	May 31, 2025
Shelter Procurement (including digital boards)	August 31, 2026
Site Preparation	September 30, 2026
Shelter Installation	October 31, 2026
Project Closeout and Final Reporting	December 30, 2026

6. General Provisions

All work performed under this SOW shall be subject to the relevant federal, state, and local laws, ordinances, and permitting requirements. The City shall ensure that all contractors, subcontractors, and suppliers engaged in this Project are duly licensed, insured, and compliant with all prevailing wage laws where applicable. Any modifications to this SOW shall require prior written approval from the designated funding agency.

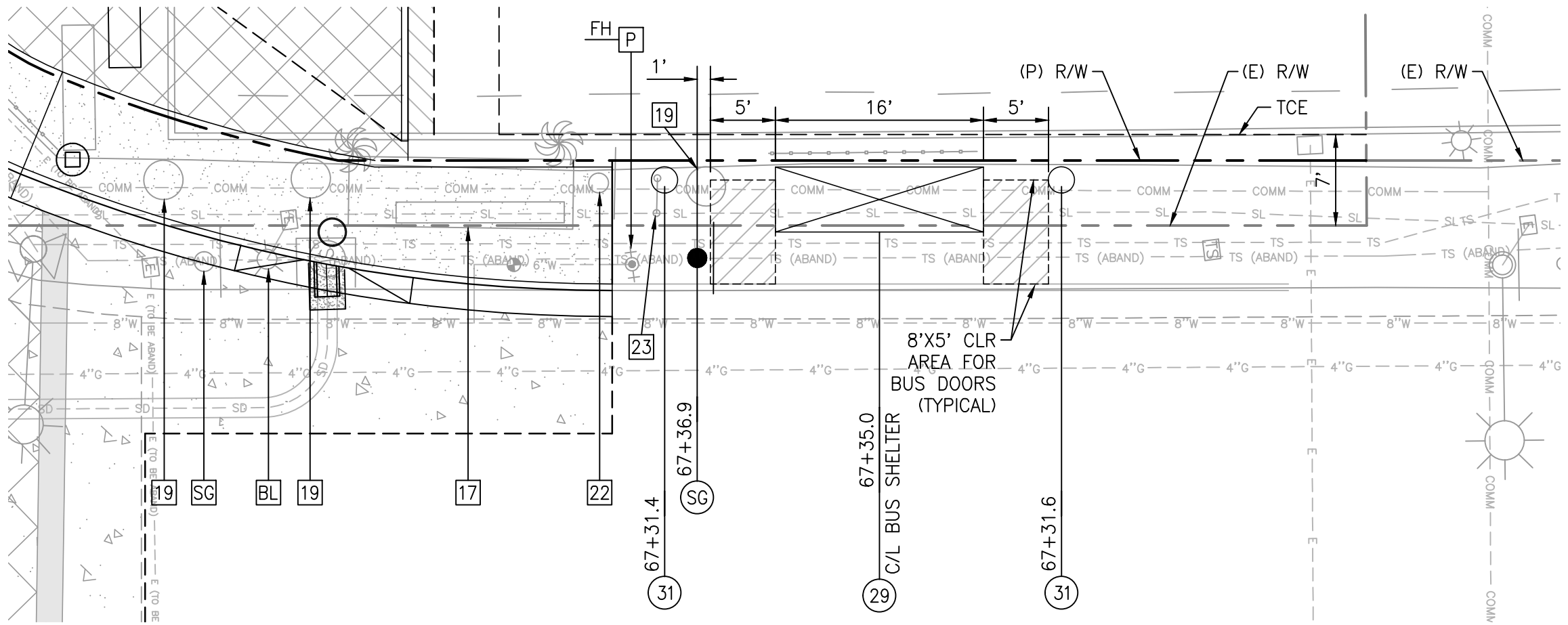


SLAUSON AVENUE

SLAUSON AVE. BUS STOP DETAIL

SCALE: 1"=10'

1

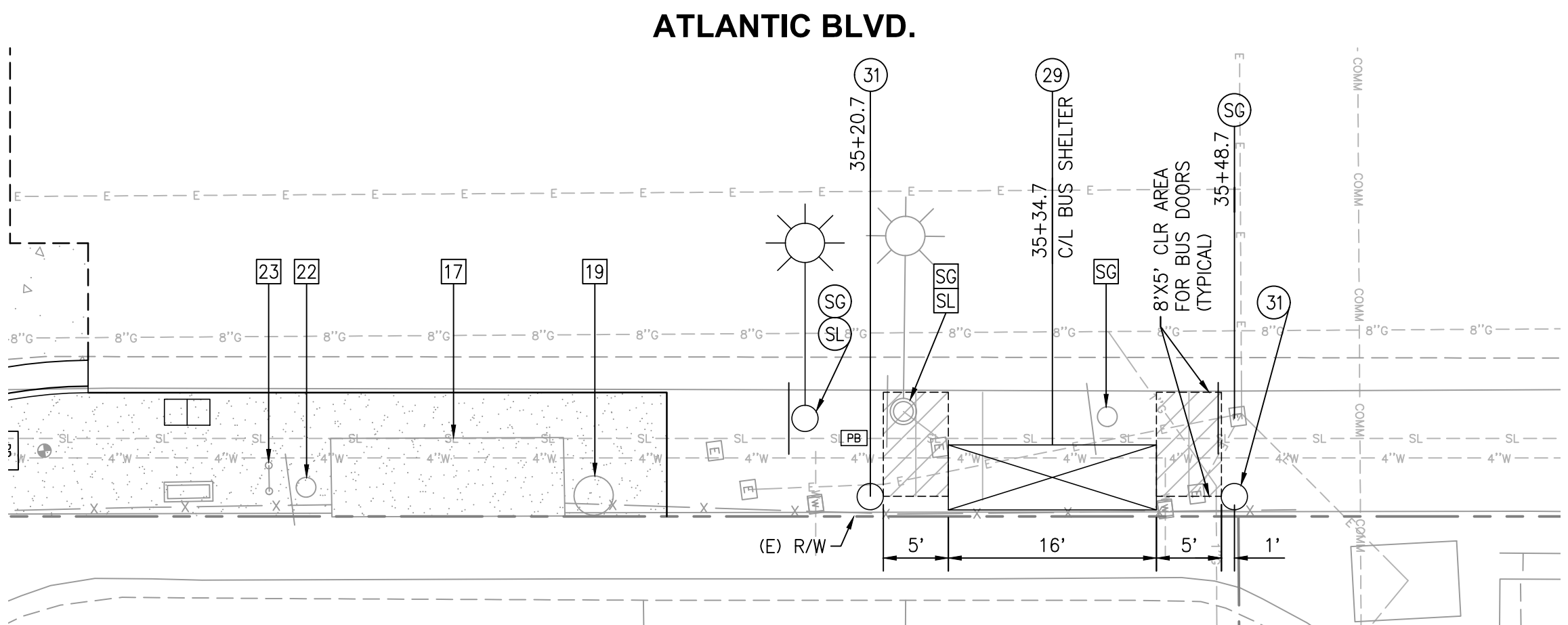


ATLANTIC BLVD.

ATLANTIC BLVD. (WEST SIDE) BUS STOP DETAIL

SCALE: 1"=10'

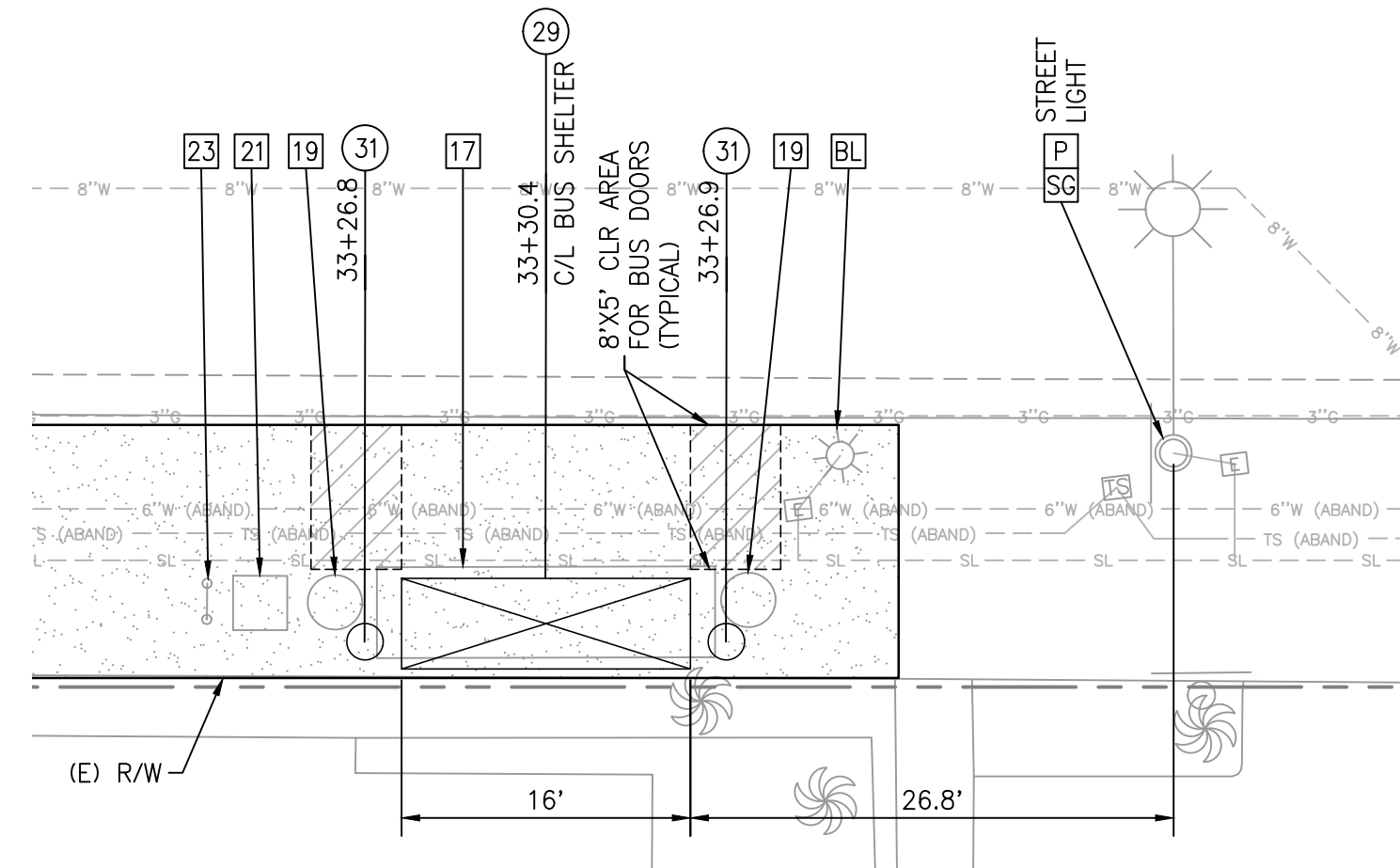
2



ATLANTIC BLVD. (EAST SIDE) BUS STOP DETAIL

SCALE: 1"=10'

3

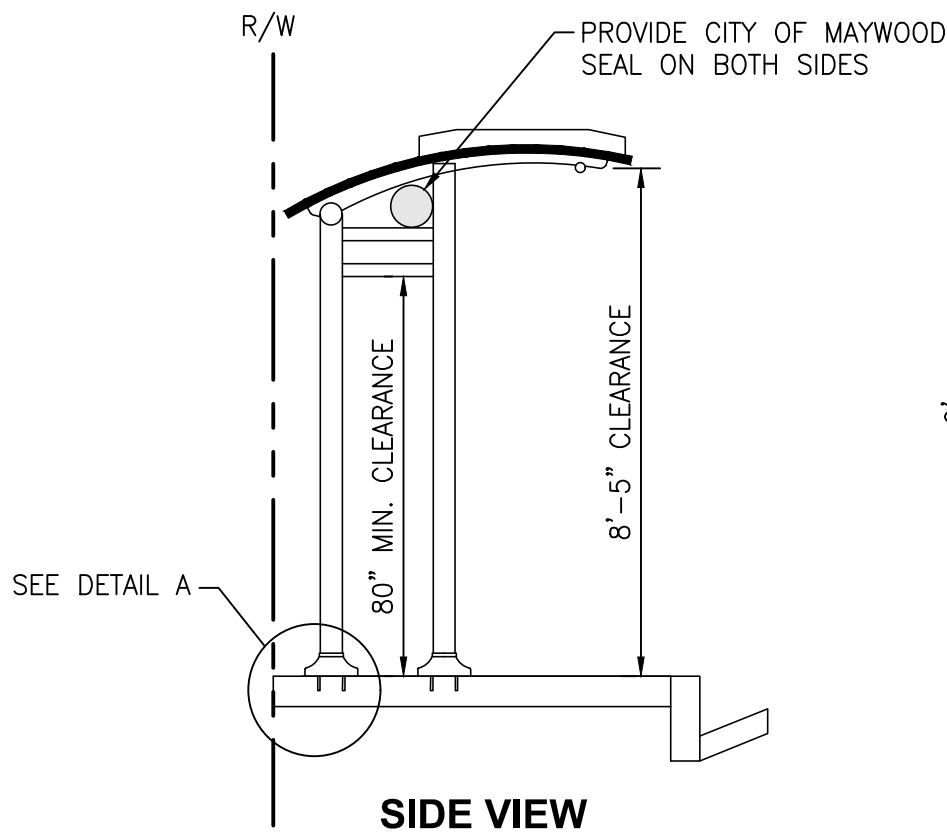


SLAUSON AVENUE

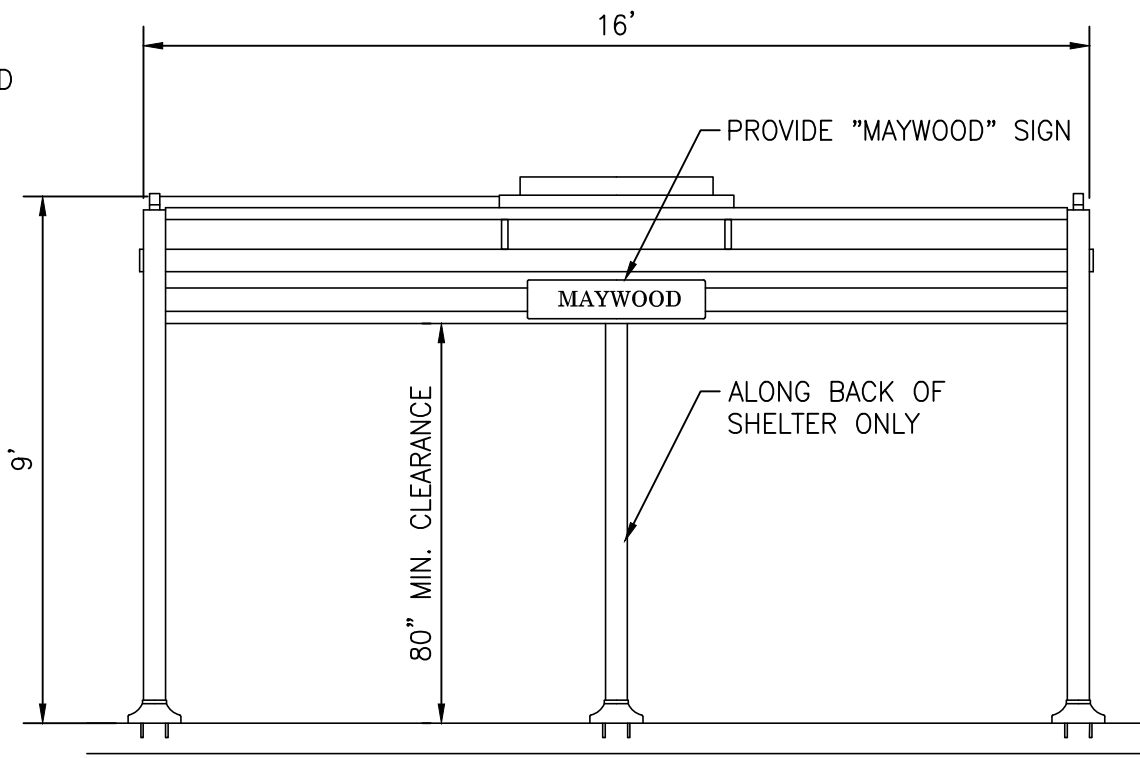
SLAUSON AVE. BUS STOP DETAIL

SCALE: 1"=10'

4

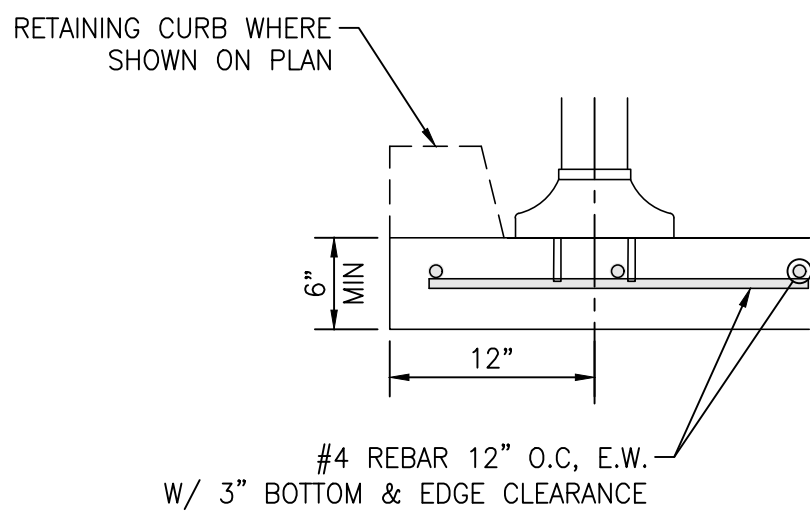


SIDE VIEW



FRONT ELEVATION

See page 2 and 3 for additional details



DETAIL A

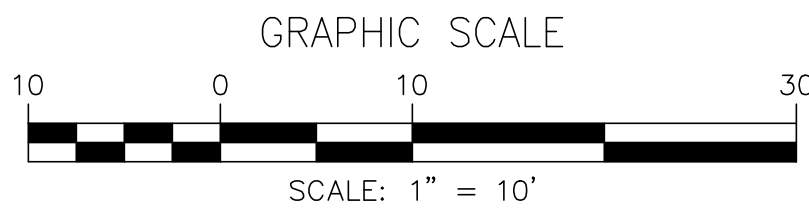
NOTES

1. NEW BUS SHELTERS SHALL BE TOLAR SIGNA SUNSET-50 WITH INTERIOR SOLAR LIGHTING OR APPROVED EQUAL. COLOR SHALL BE "TELEGREY 1". CONTRACTOR SHALL SUBMIT PLANS FROM TOLAR TO ENGINEER FOR APPROVAL PRIOR TO PLACING ORDER. PLANS SHALL ALSO INCLUDE STRUCTURAL CALCULATIONS PROVIDED BY TOLAR.
2. PROVIDE TWO (2) NEW BENCHES PER SHELTER AND ALIGN THEM TO ONE SIDE TO PROVIDE THE REQUIRED 30" X 48" AREA FOR WHEELCHAIRS. BENCHES SHALL BE TOLAR SFBN-08 (5' WIDE) OR APPROVED EQUAL. COLOR SHALL BE "TELEGREY 1".
3. NEW TRASH CANS SHALL TOLAR SFTR-02 OR APPROVED EQUAL. COLOR SHALL BE "TELEGREY 1".
4. ALL BUS SHELTERS AND AMENITIES SHALL BE INSTALLED PER MANUFACTURER'S APPROVED PLANS AND INSTALLATION RECOMMENDATIONS.

BUS SHELTER DETAIL

SCALE: NTS

5



CONSTRUCTION NOTES

- (29) INSTALL NEW BUS SHELTER AND BENCHES PER DETAIL 5 ON SHEET 14.
- (31) INSTALL NEW TRASH CAN.
- (SG) INSTALL SIGN PER SIGNING AND STRIPING PLAN ON SHEET 20.
- (SL) INSTALL STREET LIGHT PER UTILITY AND DRAINAGE PLAN ON SHEET 15.

DEMOLITION/DISPOSITION NOTES

- (P) PROTECT IN PLACE (ITEM PER PLAN).
- (17) REMOVE EXISTING BUS SHELTER, FOOTINGS, AND BENCH. SALVAGE BUS STOP BENCHES ON ATLANTIC BOULEVARD AND DELIVER TO CITY YARD.
- (19) REMOVE EXISTING TRASH RECEPTACLE AND DELIVER TO CITY YARD.
- (21) REMOVE EXISTING HAND WASHING STATION.
- (22) REMOVE EXISTING "METRO" MONUMENT SIGN AND FOOTING.
- (23) REMOVE EXISTING BIKE RACK AND SALVAGE TO CITY YARD.
- (BL) DISPOSITION OF BUS STOP LIGHT PER UTILITY AND DRAINAGE PLAN ON SHEET 15.
- (SG) DISPOSITION OF EXISTING SIGN PER SIGNING AND STRIPING PLAN ON SHEET 20.
- (SL) DISPOSITION OF EXISTING STREET LIGHT PER UTILITY AND DRAINAGE PLAN ON SHEET 15.

LEGEND

- CONSTRUCT PCC SIDEWALK AND DRIVEWAYS

APPROVAL RECOMMENDED:

Steve Fowler
STEVE FOWLER
DIRECTOR OF PLANNING
AND BUILDING

DATE: 10-08-24



PLANS PREPARED BY: 38 TECHNOLOGY DRIVE, STE #200
IRVINE, CA 92618
(949) 923-6000 TEL
(949) 923-6121 FAX

DESIGNED BY: JWW/DML
DRAWN BY: DML/JAL
CHECKED BY: MRH DATE: 10-07-24
UNDER THE SUPERVISION OF:
JEFF W. WILKERSON 10-07-24
RCE 63466 DATE

NO.	REVISION	DATE
	DESCRIPTION	

CITY OF MAYWOOD
DEPARTMENT OF PUBLIC WORKS

SLAUSON AVE. AND ATLANTIC BLVD. CONGESTION RELIEF AND HSIP CYCLE 11 FUNDED TRAFFIC SIGNAL IMPROVEMENTS AT VARIOUS LOCATIONS

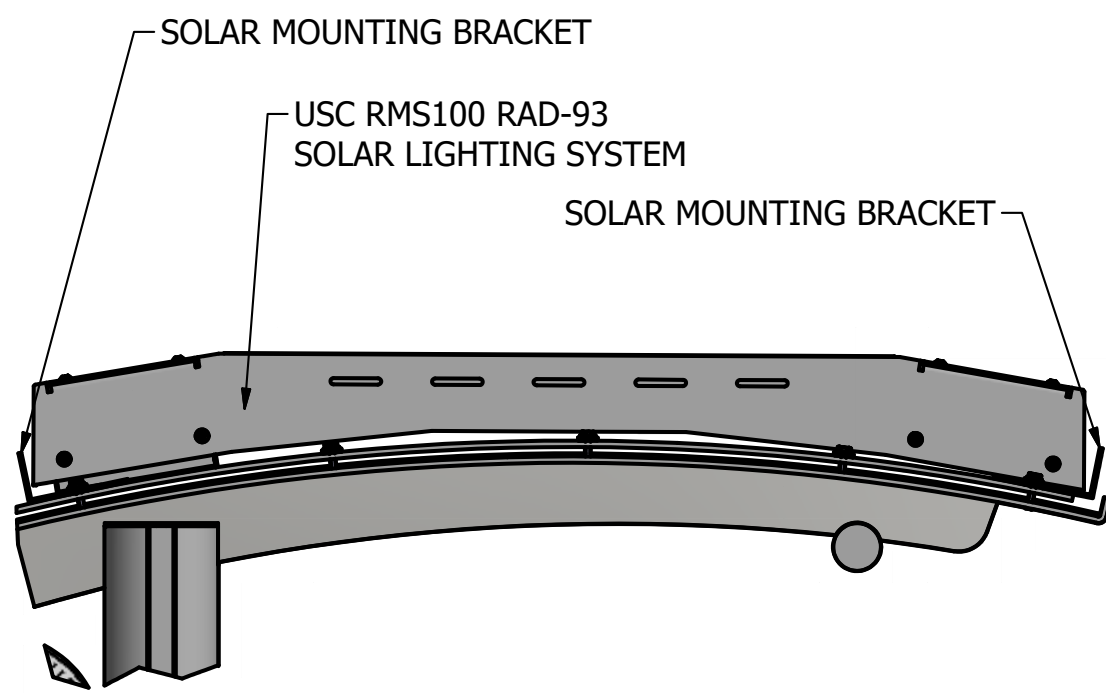
BUS STOP DETAILS
SLAUSON AVENUE AND ATLANTIC BOULEVARD

Scale: **AS SHOWN**

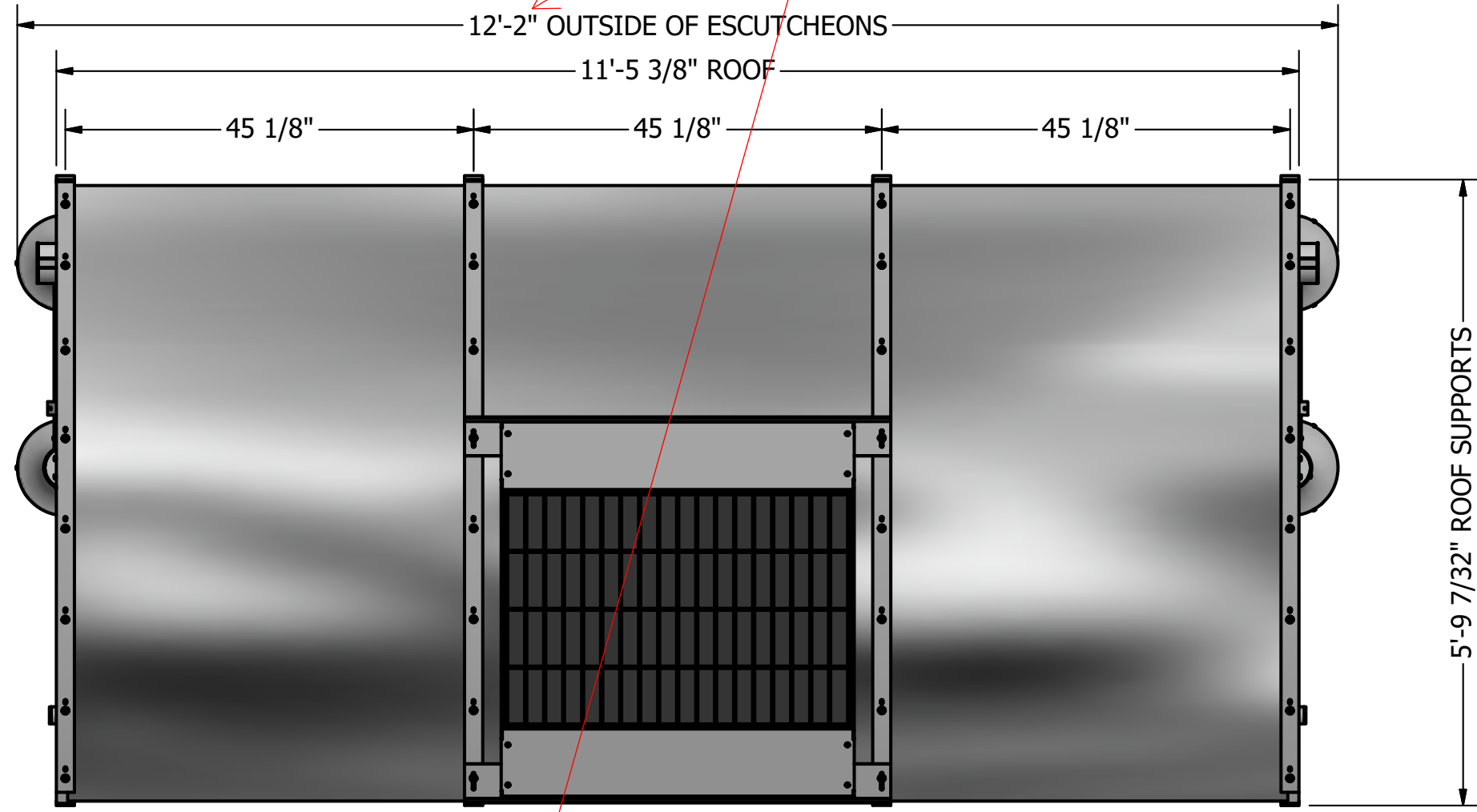
Plan Number: **X##**

Sheet Number: **14** OF **42**

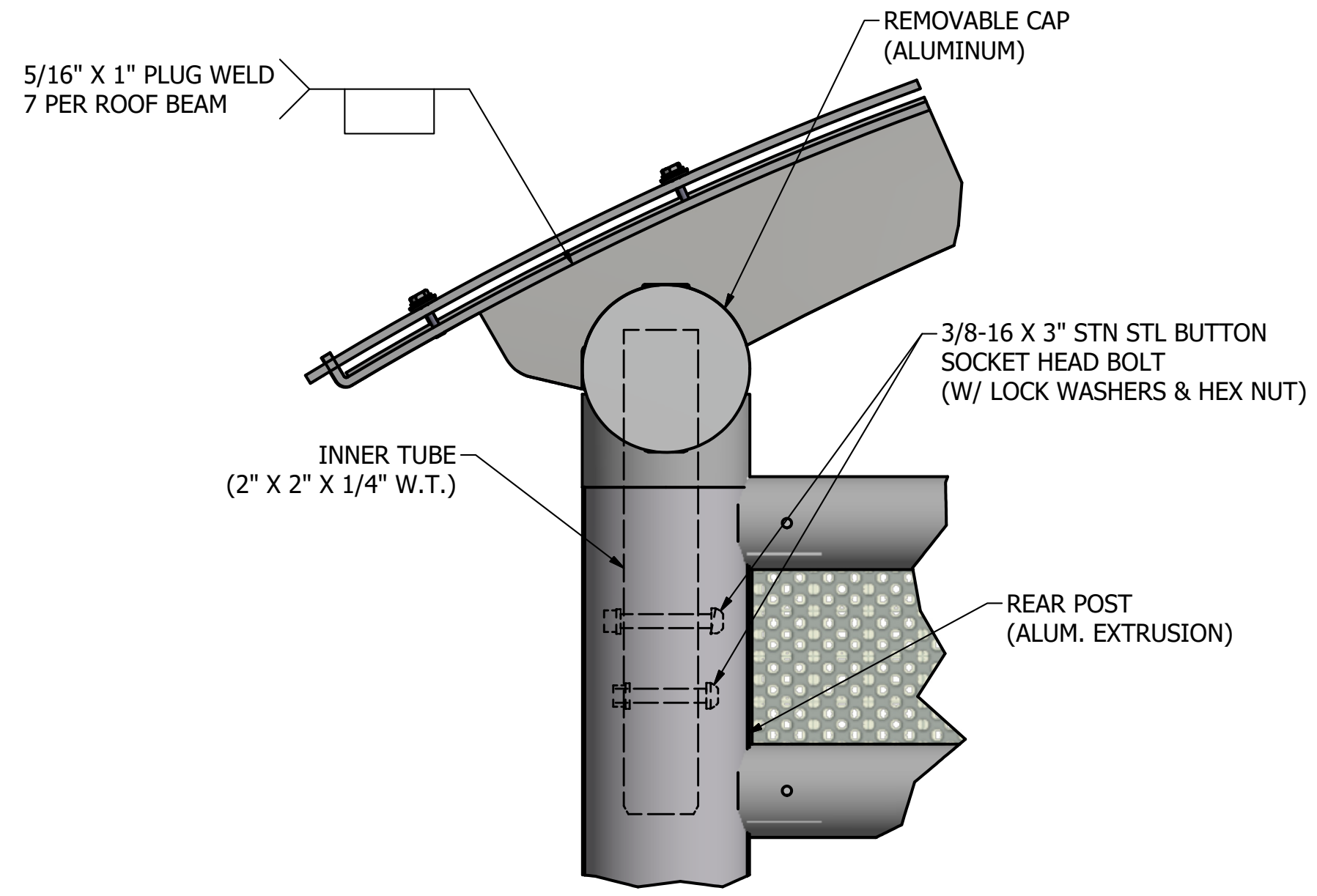
- GENERAL NOTES:
1. ALL STRUCTURAL STEEL, UNLESS OTHERWISE NOTED, SHALL BE ASTM A-36, MINIMUM YIELD STRENGTH 36,000 PSI.
 2. ALL STRUCTURAL ALUMINUM MEMBERS, UNLESS OTHERWISE NOTED, SHALL BE OF ALLOY 6063-T5 OR GREATER.
 3. ALL HOLES TO BE DRILLED OR PUNCHED.
 4. STEEL WELDING SHALL CONFORM TO AMERICAN WELDING SOCIETY STANDARD D1. 1-10. ELECTRODES SHALL CONFORM TO AWS 5.1, CLASS E70S-5.
 5. ALUMINUM WELDING SHALL CONFORM TO AMERICAN WELDING SOCIETY STANDARD D1. 2-08. ELECTRODES SHALL CONFORM TO AWS/SFA 5.10 CLASS ER4043.
 6. ALL WELDING TO BE DONE AT TOLAR MANUFACTURING COMPANY, INC. FACILITY.
 7. ALL CORPORATE PROCEDURES, INCLUDING FABRICATION, MUST BE IN COMPLIANCE WITH TOLAR MANUFACTURING CO. INC'S QUALITY CONTROL MANUAL.
 8. MINIMUM 240 HOUR SLAB CURE PRIOR TO ANCHOR INSTALLATION



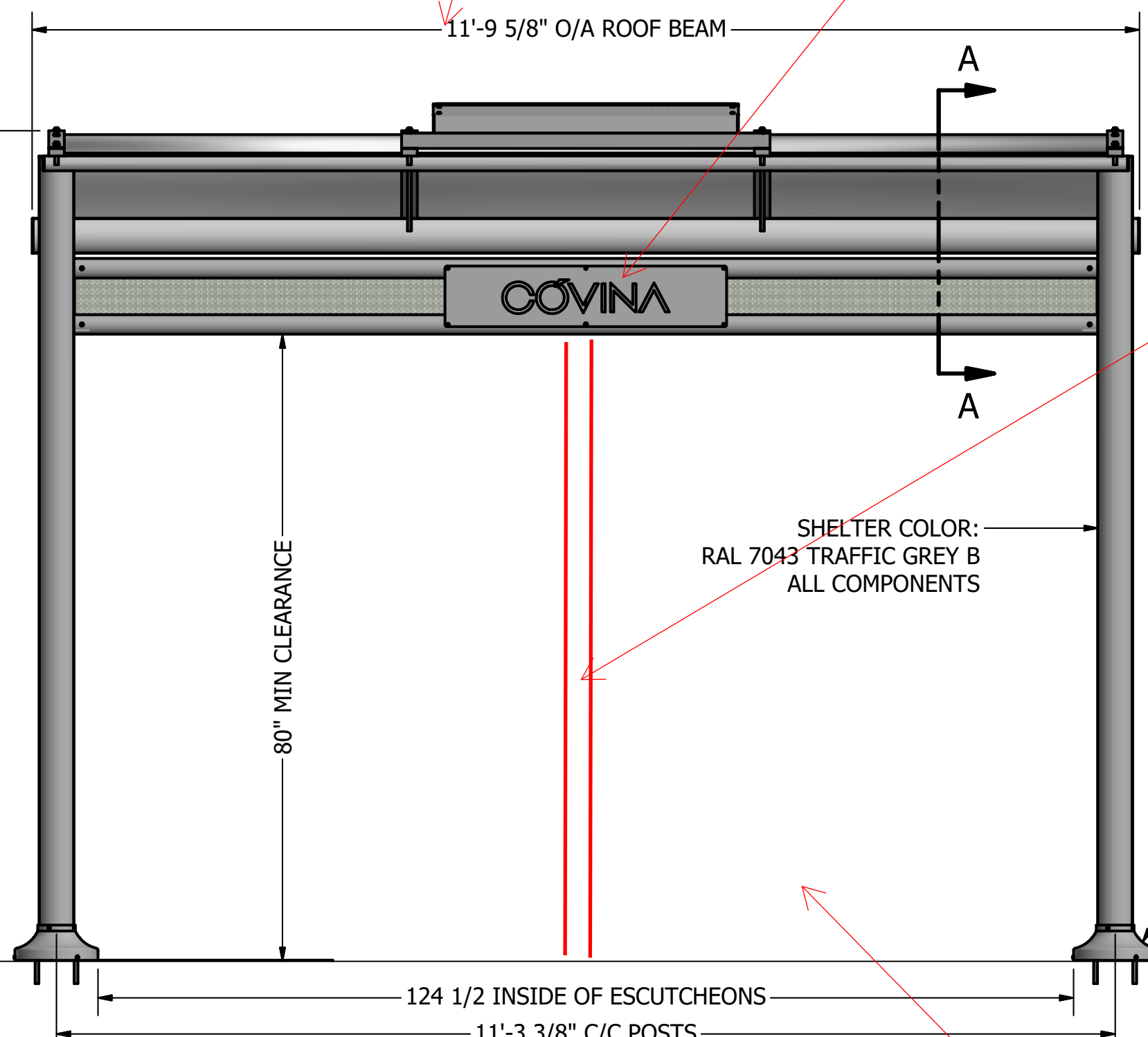
DETAIL E
SCALE 1 / 8



TOP VIEW

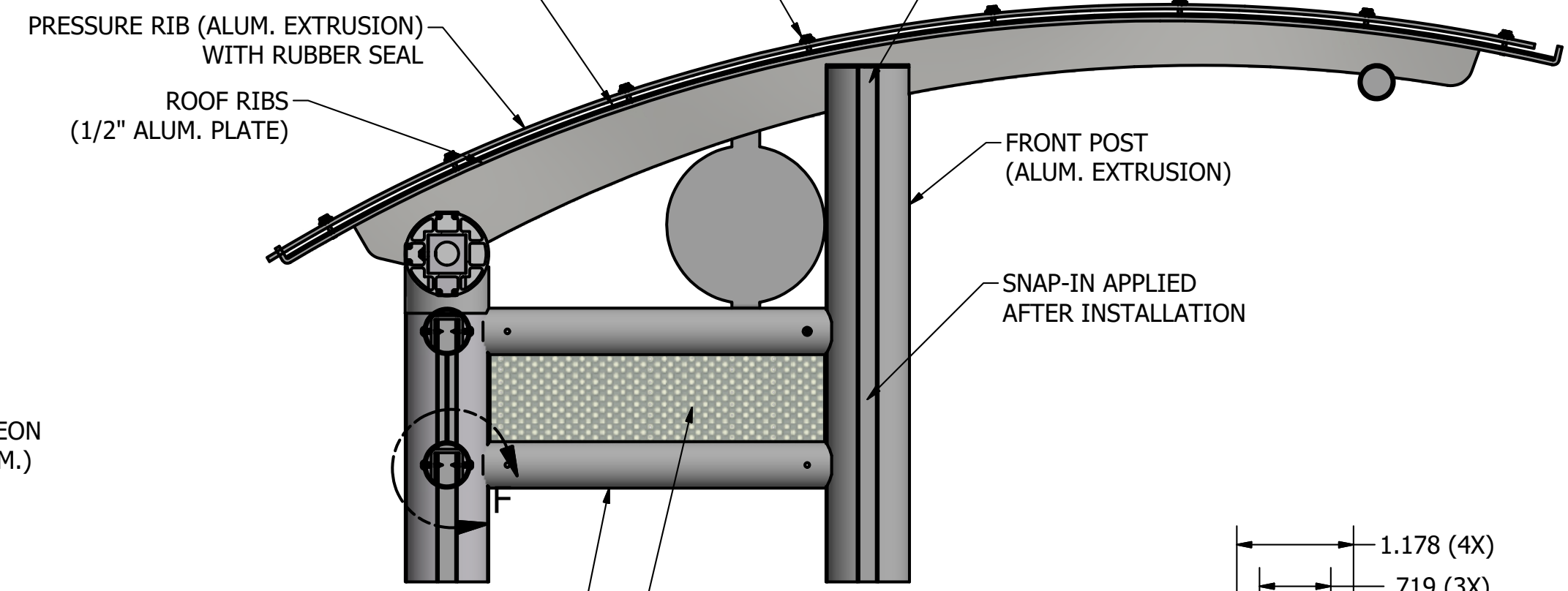


DETAIL B
SCALE 1 / 4

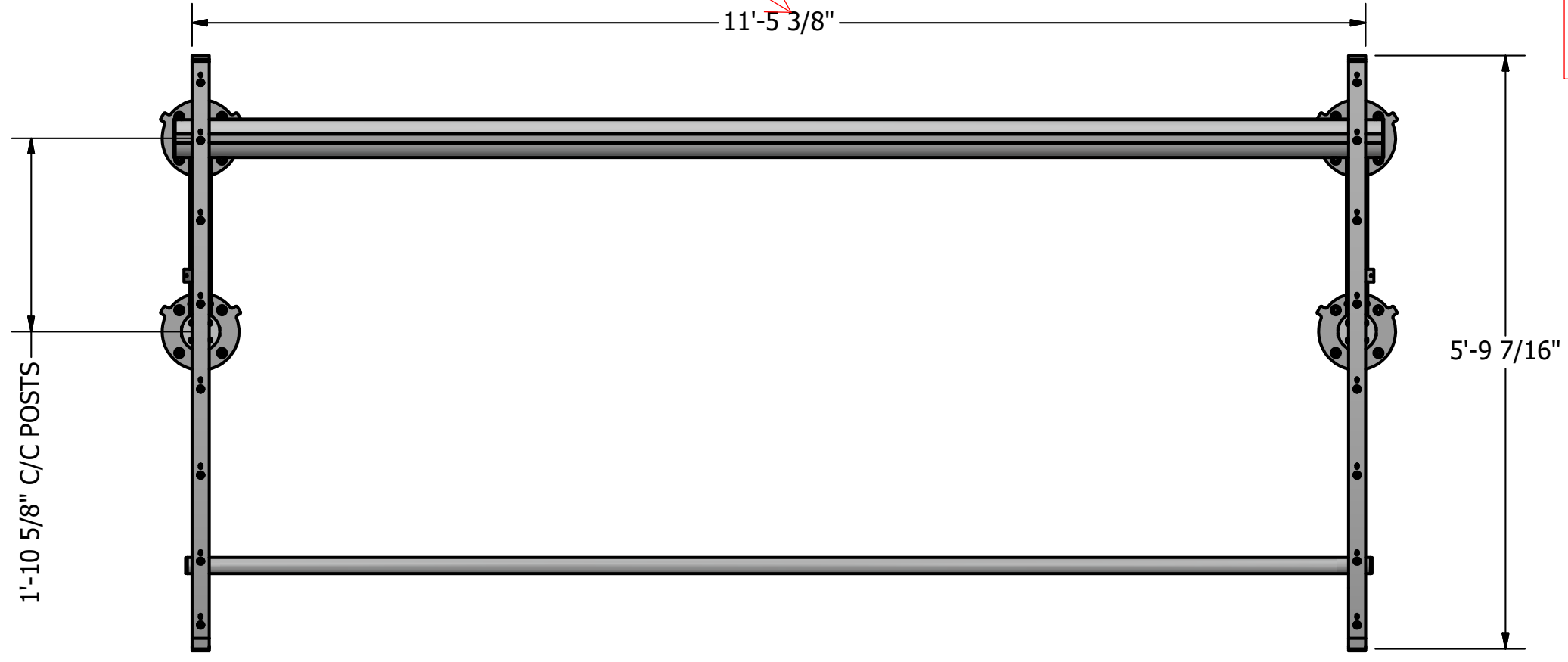


FRONT ELEVATION

PROVIDE ADDITIONAL
POST IN BACK OF
SHELTER ONLY

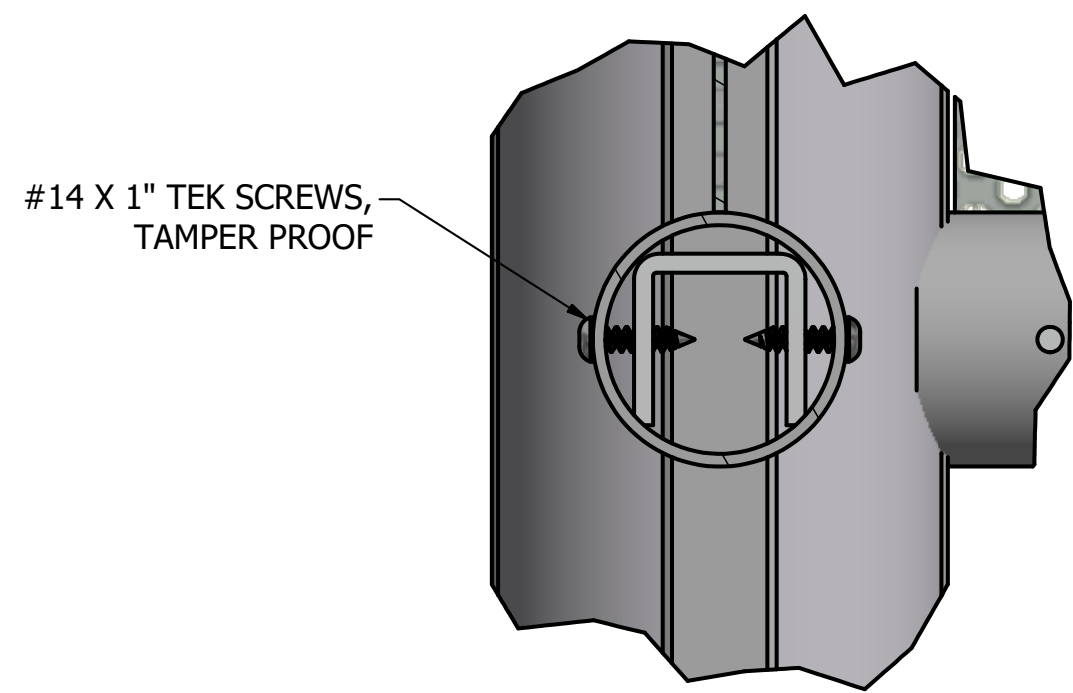


SECTION A-A
SCALE 1 / 8

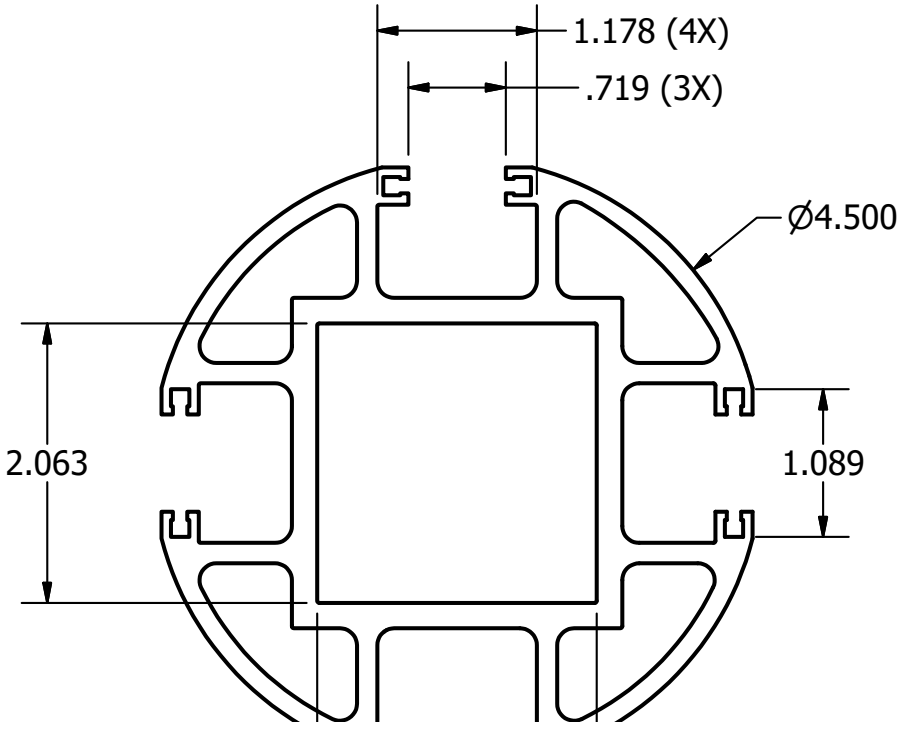


PLAN VIEW
(SHOWN WITHOUT ROOF PANELS)

PROVIDE TWO 5' WIDE
BENCHES AND 2X TRASH
CANS (SEE NEXT PAGE)

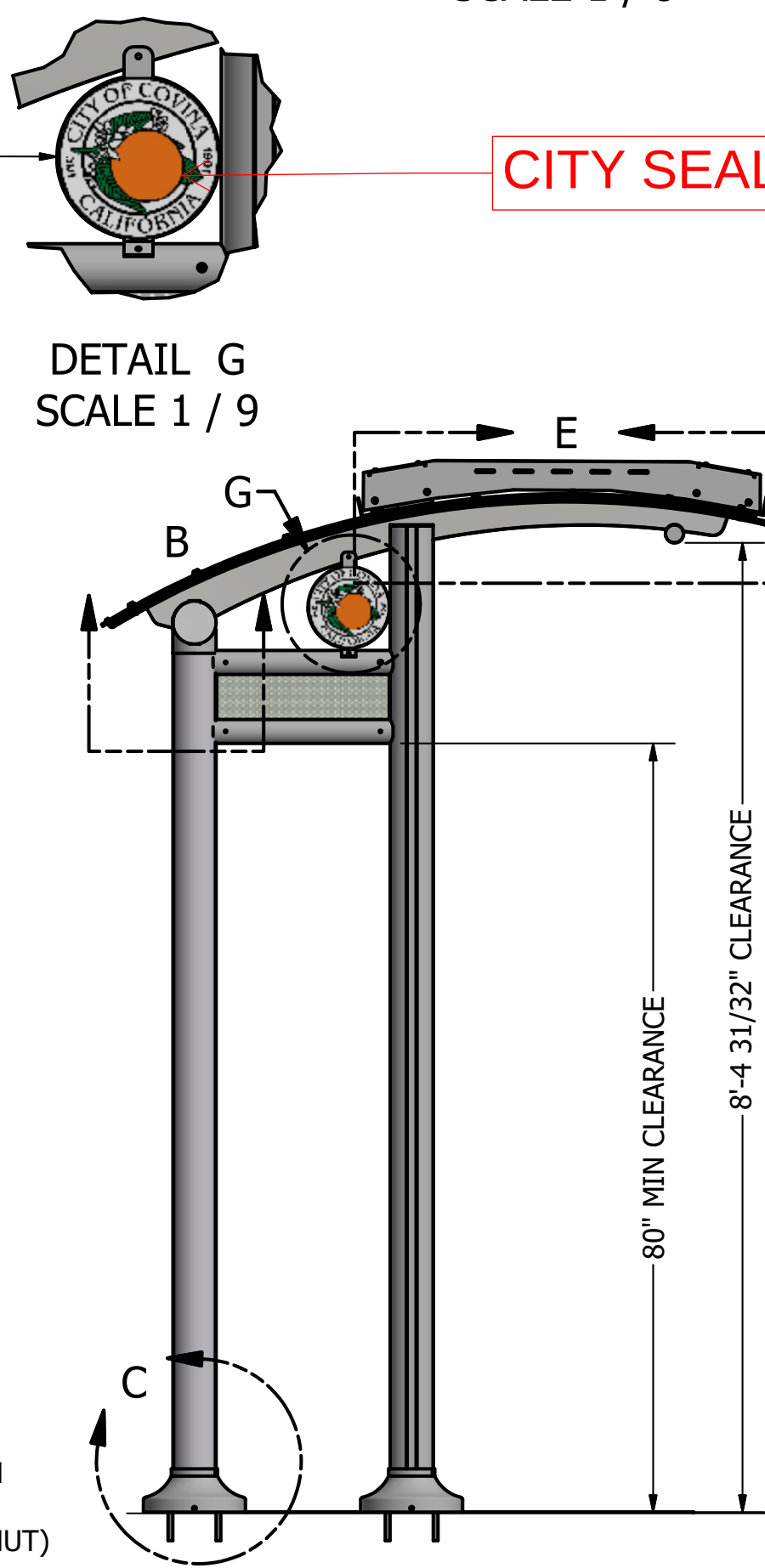


DETAIL F
SCALE 1 / 2

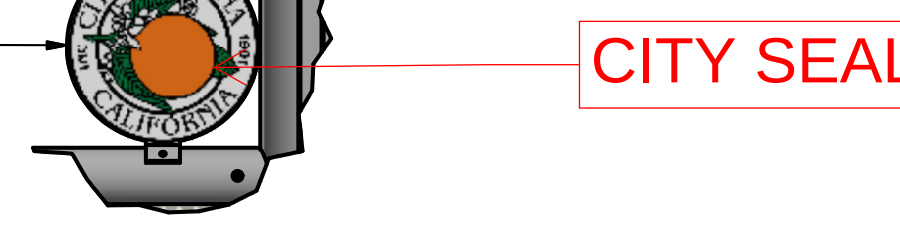


RAL 5005 9840-50920R
Signal Blue

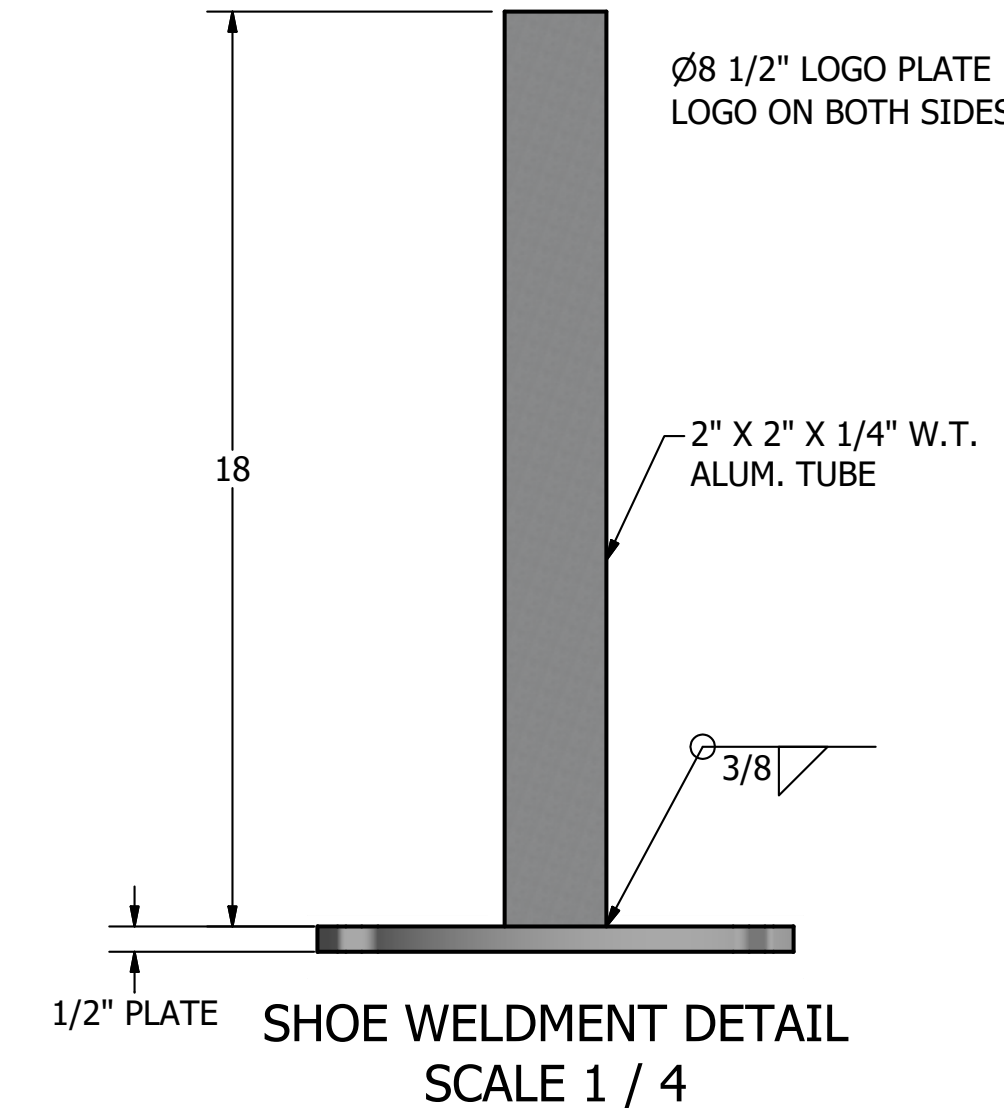
COLOR IS SIGNAL BLUE



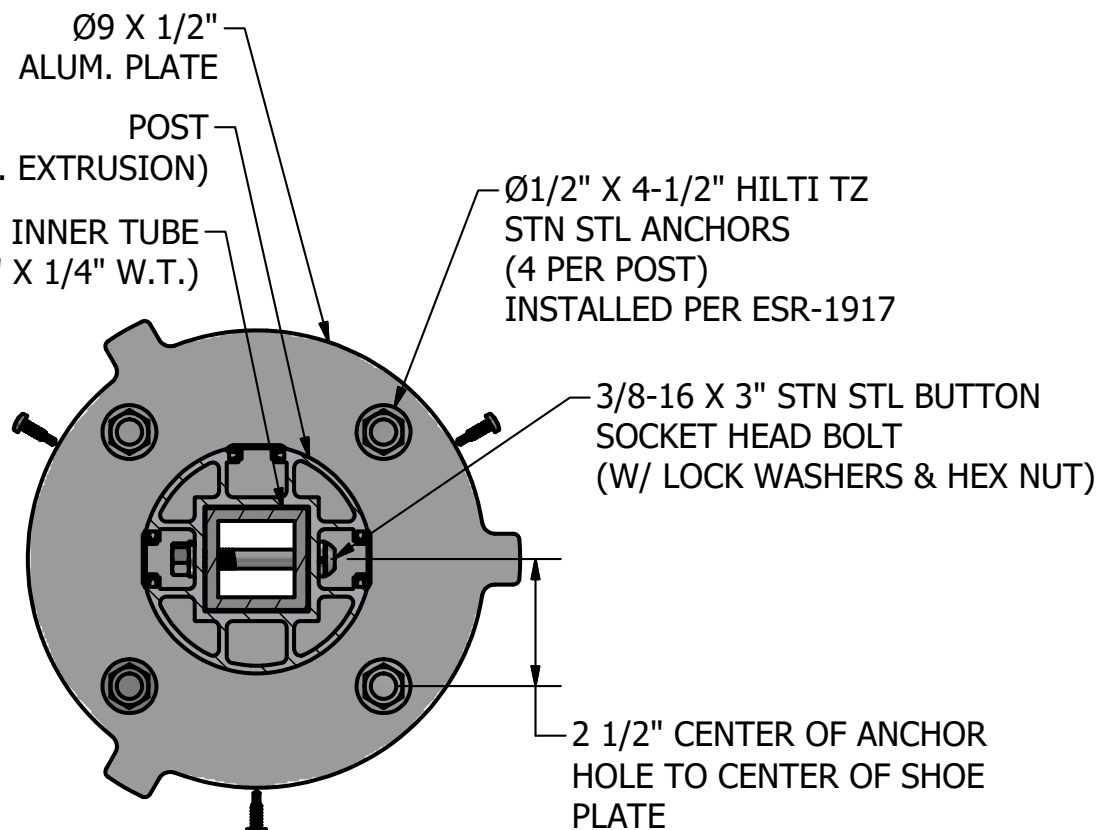
SIDE VIEW



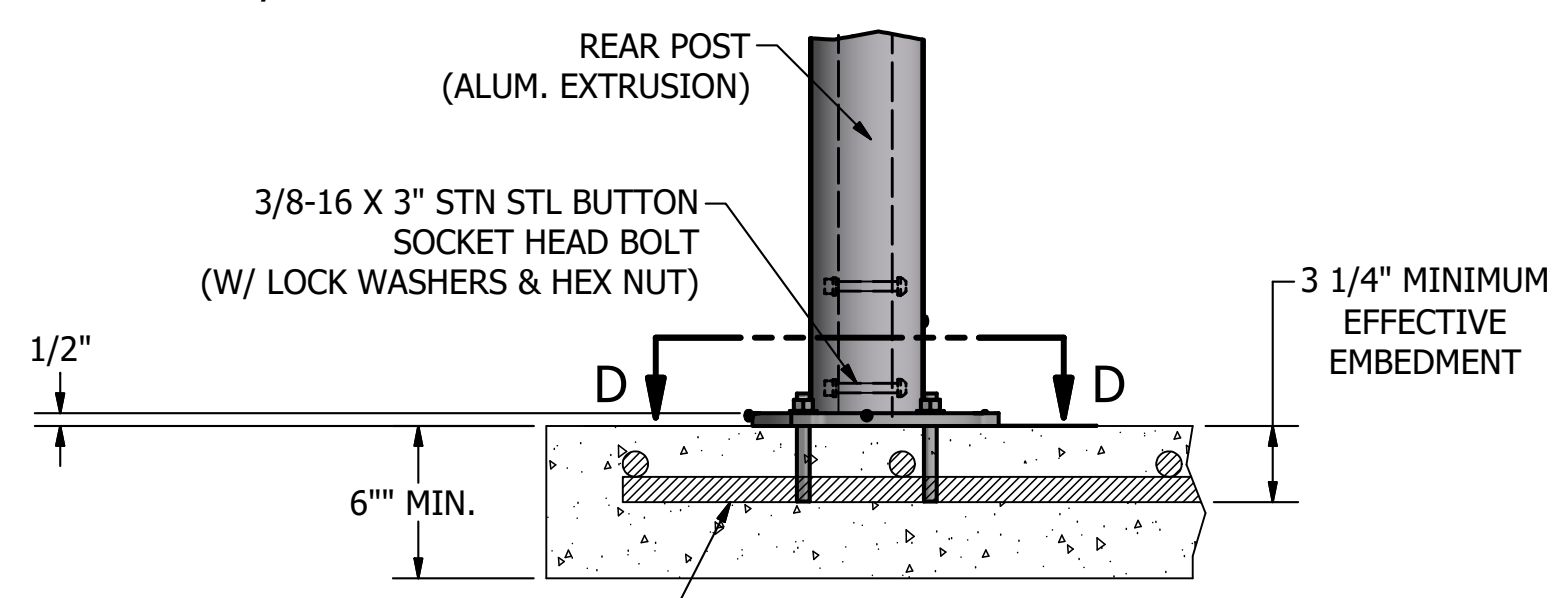
DETAIL G
SCALE 1 / 9



SHOE WELDMENT DETAIL
SCALE 1 / 4



SECTION D-D
SCALE 1 / 4



DETAIL C
SCALE 1 / 8

SFBEN-08

5' perforated metal bench with no back and two anti-vagrant bars. Available in lengths from 3' to 8'. Can also come without anti-vagrant bars.

I LIKE THIS, SEND ME MORE INFO



SFTR-02

32 gallon steel strap trash receptacle with hard rubber liner, rain deflector and lockable lid.

I LIKE THIS, SEND ME MORE INFO



COLOR IS SIGNAL BLUE
FOR BOTH



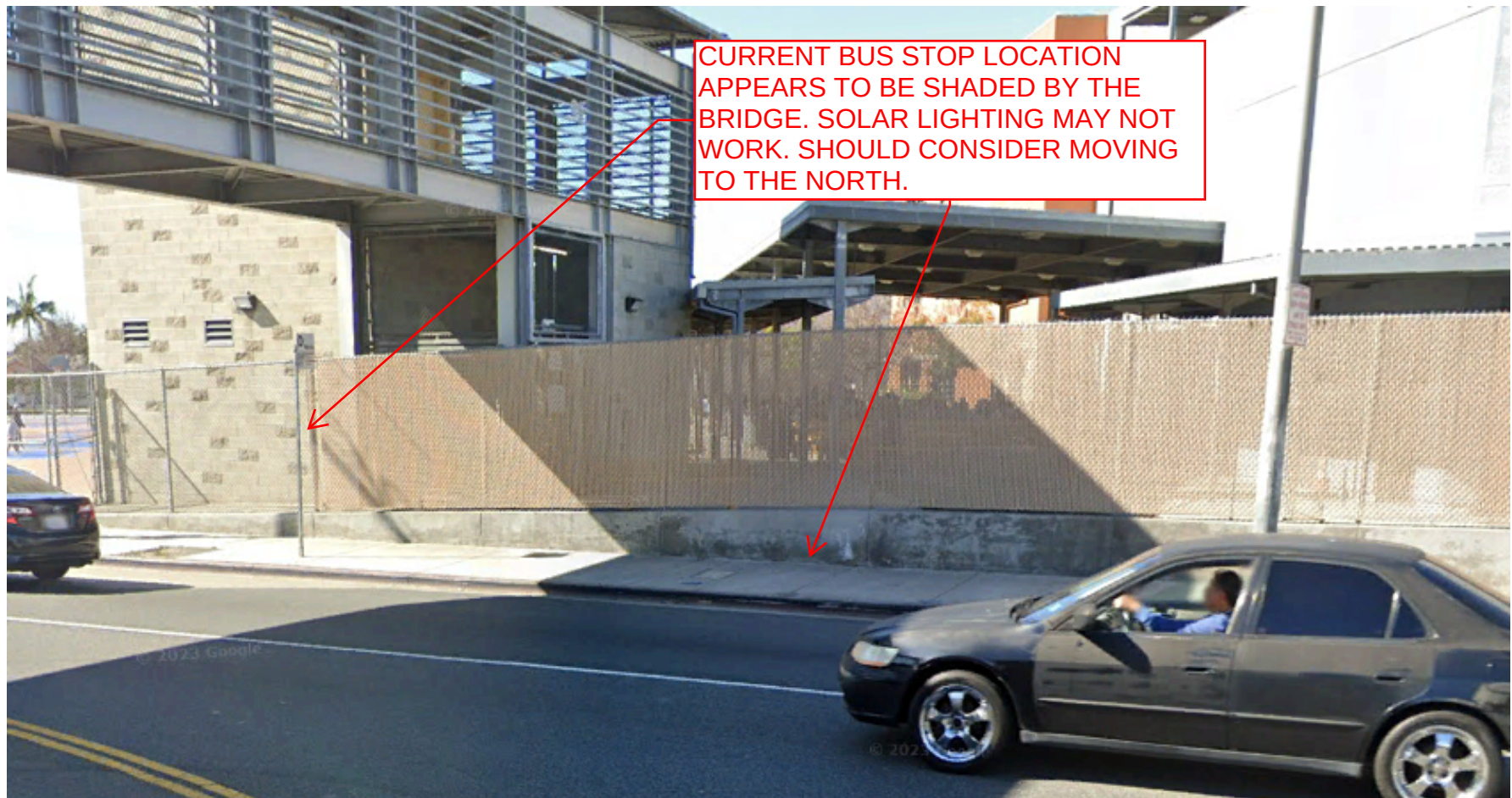
RAL 5005 9840-50920R
Signal Blue



NW CORNER OF SLAUSON AND MAYWOOD (10-FT SIDEWALK)



NW CORNER OF SLAUSON AND MAYWOOD (10-FT SIDEWALK)



WESTERN SIDE OF ATLANTIC AND 52ND ST. (10-FT SIDEWALK)

Attachment B: Financial Plan

1. Financial Commitment

The City of Maywood (“Sub-Grantee”) hereby commits to implementing the Maywood Bus Shelter Installation Project (“Project”) in accordance with this Financial Plan. The total funding allocation shall be used exclusively for eligible expenditures directly related to the scope of work outlined in **Attachment A**. Under no circumstances shall Project funds be used to supplant other budgeted expenditures or projects not specifically identified within this agreement.

All expenditures shall be incurred, documented, and reported in accordance with generally accepted accounting principles, applicable grant compliance requirements, and relevant provisions of the California Government Code. The City shall maintain detailed records of all expenditures for audit and reporting purposes.

2. Project Budget and Cost Allocation

The following itemized budget reflects the anticipated costs associated with the successful delivery of the Project, inclusive of procurement, construction, and administrative oversight. Expenditures shall be incurred within the specified fiscal year, subject to reimbursement or direct drawdown from the approved funding source.

Activity	Estimated Cost	Fiscal Year Expended
Shelter(s) Specifications and Layout Validation	\$8,000	FY 2024 -2025
Bus Shelter Procurement (3 units)	\$60,000	FY 2025–2026
Digital Information Boards (3 units)	\$40,000	FY 2025–2026
Site Preparation	\$22,000	FY 2025–2026
Installation and Labor	\$22,000	FY 2025–2026
Project Management	\$10,000	FY 2025–2026
Contingency 10%	\$18,000	FY 2025–2026
Total Project Cost	\$180,000	FY 2025–2026

Note: The above budget reflects estimates at the time of execution. Adjustments between budget categories may be made with prior written approval from the funding agency, provided the total project cost remains unchanged. City reserves the right to request additional funds if the project exceeds the estimated cost listed above at the time of the agreement's execution.

3. Cash Flow and Expenditure Plan

To ensure timely completion of the Project in accordance with milestone requirements, the following phased expenditure plan shall be followed:

Activity	Description	Estimated Allocation
Design and Engineering	Completion of shelter specifications and layout validation	\$8,000
Procurement	Purchase of three (3) bus shelters and digital boards	\$100,000
Site Preparation	Demolition, grading, ADA compliance improvements	\$25,000
Installation	Labor and materials for shelter installation and digital information boards	\$25,000
Project Closeout	Inspections, reporting, final compliance review	\$22,000
Total Allocated		\$180,000

The City shall submit expenditure reports and payment requests in accordance with the funding agency's prescribed schedule and shall promptly notify the Metro ("agency") of any material changes in project cost, scope, or delivery timelines.

4. Fiscal Controls and Compliance

All funds disbursed under this agreement shall be subject to oversight by the City's Finance Department and shall be managed within a segregated project-specific account. Internal controls shall be implemented to ensure fiscal integrity, prevent merging of funds, and ensure funds are expended solely for allowable purposes.

Any unspent or unencumbered funds remaining at the end of the Project term shall be returned to the funding agency unless otherwise authorized in writing.

ATTACHMENT C: Please use this template to craft your quarterly reports on your bus shelter progress for the SELA TIP.

Southeast Los Angeles Transit Improvement Program (SELA TIP)

Quarterly Report

Agency: _____ Reporting period end date: _____

Stop No.	Intersection	Direction/Corner	Status

Expenditures

Budget amount:	\$
Expenditures this period:	\$
Prior expenditures:	\$
Budget remaining:	\$

Narrative

ATTACHMENT C: Please use this template to craft your quarterly reports on your bus shelter progress for the SELA TIP.

Instructions

Add more rows to or delete rows from the stop table as required, based on the number of stops approved for inclusion.

Stop Number and Intersection: These should match the lists provided for Attachment A.

Direction/Corner:

Direction is northbound, southbound, eastbound, or westbound. Corner is nearside (before the intersection), farside (after the intersection), or midblock.

Abbreviate direction as NB, SB, EB, or WB, for the direction of travel of the street (not necessarily the bus line).

Abbreviate corner as NS, FS, or M.

Final should look like this: EB/NS is a nearside bus stop on the eastbound side of the street.

Status -- record as one of the following:

- Not Started
- Planning
- Construction
- Installed

Expenditures: please provide copies of invoices/receipts for Expenditures this period.

Narrative: Provide here a description of successes, challenges, lessons learned, upcoming milestones, or anything else that you would like to share with Metro about this project. These comments may be used in our reporting to the Metro Board or State of California on grant progress. They will also inform our processes for similar projects in the future.

ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017
PROJECT BASELINE AGREEMENT

Southeast Los Angeles Transit Improvements Project

Resolution LPP-P-2324-14B

(to be completed by CTC)

1. FUNDING PROGRAM

- ☐ Active Transportation Program
- ☒ Local Partnership Program (Competitive)
- ☐ Solutions for Congested Corridors Program
- ☐ State Highway Operation and Protection Program
- ☐ Trade Corridor Enhancement Program

2. PARTIES AND DATE

- 2.1 This Project Baseline Agreement (Agreement) effective on 6/28/2024 (will be completed by CTC), is made by and between the California Transportation Commission (Commission), the California Department of Transportation (Caltrans), the Project Applicant, Los Angeles County Metropolitan Transportation Authority, and the Implementing Agency, Los Angeles County Metropolitan Transportation Authority, sometimes collectively referred to as the "Parties".

3. RECITAL

- 3.1 Whereas at its 6/28/2023 meeting the Commission approved the Local Partnership Program and included in this program of projects the Southeast Los Angeles Transit Improvements Project, the parties are entering into this Project Baseline Agreement to document the project cost, schedule, scope and benefits, as detailed on the Project Programming Request Form attached hereto as **Exhibit A**, the Project Report attached hereto as **Exhibit B**, the Performance Metrics Form, if applicable, attached hereto as **Exhibit C**, as the baseline for project monitoring by the Commission.
- 3.2 The undersigned Project Applicant certifies that the funding sources cited are committed and expected to be available; the estimated costs represent full project funding; and the scope and description of benefits is the best estimate possible.

4. GENERAL PROVISIONS

The Project Applicant, Implementing Agency, and Caltrans agree to abide by the following provisions:

- 4.1 To meet the requirements of the Road Repair and Accountability Act of 2017 (Senate Bill [SB] 1, Chapter 5, Statutes of 2017) which provides the first significant, stable, and on-going increase in state transportation funding in more than two decades.
- 4.2 To adhere, as applicable, to the provisions of the Commission:
- ☐ Resolution [REDACTED], "Adoption of Program of Projects for the Active Transportation Program", dated [REDACTED]
- ☒ Resolution G-23-47, "Adoption of Program of Projects for the Local Partnership Program", dated 6/28/2023
- ☐ Resolution [REDACTED], "Adoption of Program of Projects for the Solutions for Congested Corridors Program", dated [REDACTED]
- ☐ Resolution [REDACTED], "Adoption of Program of Projects for the State Highway Operation and Protection Program", dated [REDACTED]
- ☐ Resolution [REDACTED], "Adoption of Program of Projects for the Trade Corridor Enhancement Program", dated [REDACTED]

- 4.3 All signatories agree to adhere to the Commission's Guidelines. Any conflict between the programs will be resolved at the discretion of the Commission.
- 4.4 All signatories agree to adhere to the Commission's SB 1 Accountability and Transparency Guidelines and policies, and program and project amendment processes.
- 4.5 Los Angeles County Metropolitan Transportation Authority agrees to secure funds for any additional costs of the project.
- 4.6 Los Angeles County Metropolitan Transportation Authority agrees to report to Caltrans on a quarterly basis; on the progress made toward the implementation of the project, including scope, cost, schedule, and anticipated benefits/performance metric outcomes.
- 4.7 Caltrans agrees to prepare program progress reports on a semi-annual basis and include information appropriate to assess the current state of the overall program and the current status of each project identified in the program report.
- 4.8 Los Angeles County Metropolitan Transportation Authority agrees to submit a timely Completion Report and Final Delivery Report as specified in the Commission's SB 1 Accountability and Transparency Guidelines.
- 4.9 Los Angeles County Metropolitan Transportation Authority agrees to submit a timely Project Performance Analysis as specified in the Commission's SB 1 Accountability and Transparency Guidelines.
- 4.10 All signatories agree to maintain and make available to the Commission and/or its designated representative, all work related documents, including without limitation engineering, financial and other data, and methodologies and assumptions used in the determination of project benefits and performance metric outcomes during the course of the project, and retain those records for six years from the date of the final closeout of the project. Financial records will be maintained in accordance with Generally Accepted Accounting Principles.
- 4.11 The Inspector General of the Independent Office of Audits and Investigations has the right to audit the project records, including technical and financial data, of the Department of Transportation, the Project Applicant, the Implementing Agency, and any consultant or sub-consultants at any time during the course of the project and for six years from the date of the final closeout of the project, therefore all project records shall be maintained and made available at the time of request. Audits will be conducted in accordance with Generally Accepted Government Auditing Standards.

5. SPECIFIC PROVISIONS AND CONDITIONS

- 5.1 Project Schedule and Cost
See Project Programming Request Form, attached as Exhibit A.
- 5.2 Project Scope
See Project Report or equivalent, attached as Exhibit B. At a minimum, the attachment shall include the cover page, evidence of approval, executive summary, and a link to or electronic copy of the full document.
- 5.3 Performance Metrics
See Performance Metrics Form, if applicable, attached as Exhibit C.
- 5.4 Additional Provisions and Conditions *(Please attach an additional page if additional space is needed.)*

The state will not cover costs in the event of a cost overrun.

Attachments:

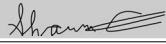
- Exhibit A: Project Programming Request Form
Exhibit B: Project Report
Exhibit C: Performance Metrics Form *(if applicable)*

SIGNATURE PAGE
TO
PROJECT BASELINE AGREEMENT

Project Name Southeast Los Angeles Transit Improvements Project

Resolution LPP-P-2324-14B

(to be completed by CTC)



Digitally signed by Shawn Atlow
Date: 2024.05.13 20:19:40 -07'00'

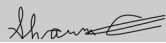
5/13/2024

Date

Stephanie N. Wiggins

CEO, LA County Metropolitan Transportation Authority (LA Metro)

Project Applicant



Digitally signed by Shawn Atlow
Date: 2024.05.13 20:20:05 -07'00'

5/13/2024

Date

Stephanie N. Wiggins

CEO, LA County Metropolitan Transportation Authority (LA Metro)

Implementing Agency



District 7 Director

District Director

California Department of Transportation

05/20/2024

Date



Tony Tavares

Director

California Department of Transportation

06/14/2024

Date



Tanisha Taylor

Executive Director

California Transportation Commission

07/08/2024

Date

B. Fact Sheet

Project Title: Southeast Los Angeles Transit Improvements Project (SELA TIP)

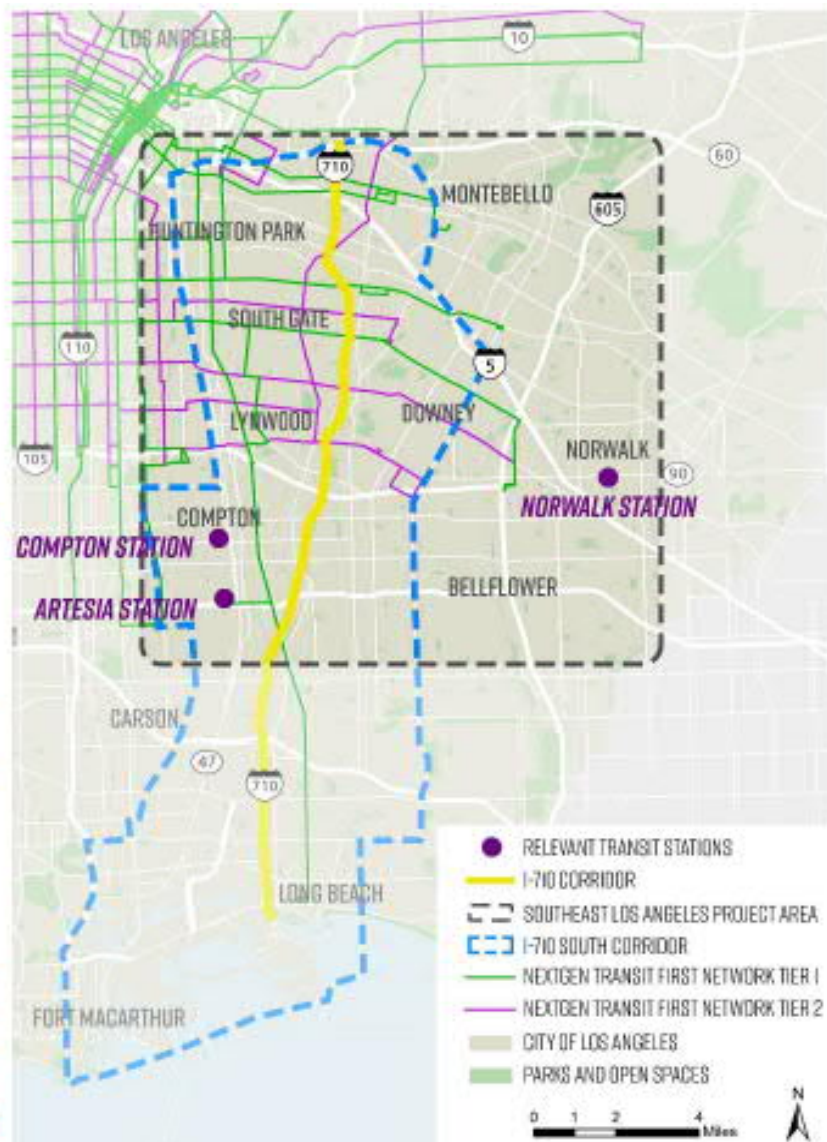
Nominating Agency: Los Angeles County Metropolitan Authority (Metro)

Implementing Agency: Los Angeles County Metropolitan Authority (Metro)

Project Location: Multiple Metro NextGen Tier One and Tier two bus line corridors throughout southeast Los Angeles County along the I-710 corridor.

Scope: Metro is seeking funding for transit improvements along multiple Tier 1 and 2 bus line corridors. Improvements include Cloud-Based Transit Signal Priority at 114 intersections, terminal/layover expansion improvements at Norwalk, Artesia, and Compton Station, 10 ZEB charging masts, and waiting improvements include the addition of 100 shelters at stops without existing shelters, 100 electronic real time arrival solar powered displays, and 100 bus stop solar lighting upgrades at locations that lack shelters and have limited existing lighting.

Benefits: Benefits of this project include improved transit accessibility, reduction of GHG and pollutants, reduction of VMT, enhanced bus service speed and bus stop amenities/safety, addressing needs of disadvantaged/historically disadvantaged communities, creating higher quality transit lines and regional connectivity.



Cost

Total Project Cost: \$31,130,000
Total LPP-C Request: \$14,500,000

Schedule:

- PA&ED: FY 2024
- PS&E: FY 2024
- R/W: FY 2024
- Begin CON: FY 2024
- End CON: FY 2025

Southeast Los Angeles Transit Improvements Project

SB1 LPP-Competitive Cycle 3 Project

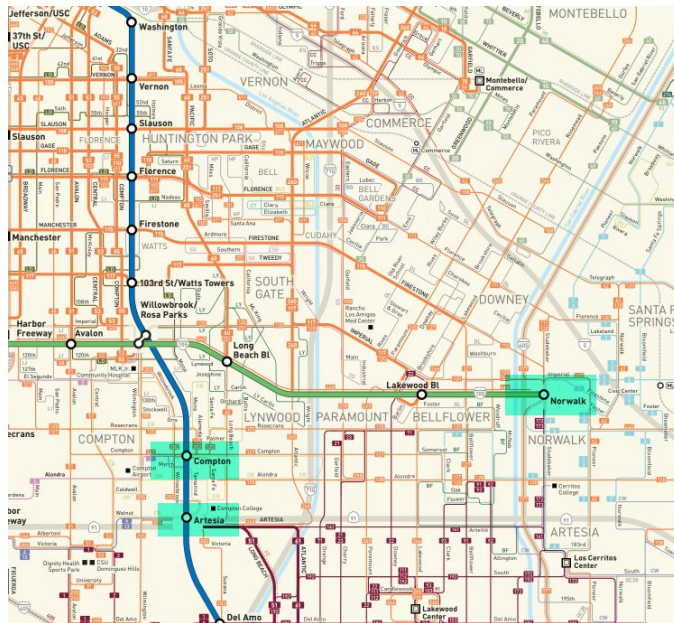
SB1 Project Baseline Agreement – Scope, Schedule, Costs, Benefits

PPNOs (5 segments) :-- LP011A, LP011B, LP011C, LP011D, LP011E

Project Location :-- Multiple Metro NextGen Tier One and Tier two bus line corridors throughout southeast Los Angeles County along the I-710 corridor

Total Project Cost = \$31,130,000 ; LPP-Competitive Funding = \$14,500,000

LA Metro website – Projects :-- <https://www.metro.net/projects/>



LP011A - Scope, Schedule, Costs, Benefits

Scope :-- The purchase, design, and installation of cloud-based transit signal priority in NextGen Tier 1 and 2 high frequency corridors throughout the I-710 South communities in southeast Los Angeles County to improve bus service with speed and reliability infrastructure and enhanced customer amenities. The project will be delivered via the design-build method.

Schedule :--

PA&ED (Environmental)	Begin = 06/01/2023	End = 07/01/2023
PS&E (Design)	Begin = 12/01/2024	End = 06/01/2026
ROW-Certification	Begin = 11/01/2024	End = 11/30/2024
Construction (Contract)	Begin = 07/01/2026	End = 12/01/2027

Costs (Funding) :-- Total = \$6.63M (Local) – FY 24/25 ; LPP-C = \$0

Benefits/Outputs :-- TMS – Transit Signal Priority (TSP) = 114 each

Southeast Los Angeles Transit Improvements Project

SB1 LPP-Competitive Cycle 3 Project

SB1 Project Baseline Agreement – Scope, Schedule, Costs, Benefits

LP011B - Scope, Schedule, Costs, Benefits

Scope :-- The purchase and installation of bus shelters with real-time display and security lighting in NextGen Tier 1 and 2 high frequency corridors throughout the I-710 South communities in southeast Los Angeles County to improve bus service with speed and reliability infrastructure and enhanced customer amenities.

Schedule :--

PA&ED (Environmental)	Begin = 06/01/2023	End = 07/01/2023
PS&E (Design)	Begin = 07/02/2023	End = 01/31/2025
ROW-Certification	Begin = 07/02/2023	End = 01/31/2025
Construction (Contract)	Begin = 04/01/2025	End = 09/01/2027

Costs (Funding) :-- Total = \$6M – FY 24/25 ; LPP-C = \$3M

Benefits/Outputs :-- Rail/Multi-Modal – Station Improvements = 100 each

LP011C - Scope, Schedule, Costs, Benefits

Scope :-- The purchase and installation of solar-powered lighting upgrades in NextGen Tier 1 and 2 high frequency corridors throughout the I-710 South communities in southeast Los Angeles County to improve bus service with speed and reliability infrastructure and enhanced customer amenities.

Schedule :--

PA&ED (Environmental)	Begin = 06/01/2023	End = 07/01/2023
PS&E (Design)	Begin = 07/02/2023	End = 08/02/2024
ROW-Certification	Begin = 07/02/2023	End = 08/02/2024
Construction (Contract)	Begin = 12/01/2024	End = 06/30/2026

Costs (Funding) :-- Total = \$500K – FY 24/25 ; LPP-C = \$250K

Benefits/Outputs :-- Rail/Multi-Modal – Station Improvements = 100 each

Amendment (Existing Project) ☐ YES ☒ NO					Date	05/13/2024 17:27:50	
Programs ☒ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☐ STIP ☒ Other							
District	EA	Project ID	PPNO	Nominating Agency			
07			LP011A	Los Angeles County Metropolitan Transportation Authority			
County	Route	PM Back	PM Ahead	Co-Nominating Agency			
Los Angeles County							
				MPO	Element		
				SCAG	Mass Transit (MT)		
Project Manager/Contact			Phone	Email Address			
TYRONE CRUMP			213-547-4377	crumpt@metro.net			

Project Title

Southeast Los Angeles Transit Improvements Project (Transit Signal Priority)

Location (Project Limits), Description (Scope of Work)

The purchase, design, and installation of cloud-based transit signal priority in NextGen Tier 1 and 2 high frequency corridors throughout the I-710 South communities in southeast Los Angeles County to improve bus service with speed and reliability infrastructure and enhanced customer amenities. The project will be delivered via the design-build method.

Component	Implementing Agency
PA&ED	Los Angeles County Metropolitan Transportation Authority
PS&E	Los Angeles County Metropolitan Transportation Authority
Right of Way	Los Angeles County Metropolitan Transportation Authority
Construction	Los Angeles County Metropolitan Transportation Authority

Legislative Districts

Assembly:	64,51,53,58,63	Senate:	32,33,35,24	Congressional:	34,38,40,44
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Project Milestone	Existing	Proposed
Project Study Report Approved		
Begin Environmental (PA&ED) Phase		06/01/2023
Circulate Draft Environmental Document Document Type CE		06/01/2023
Draft Project Report		06/01/2023
End Environmental Phase (PA&ED Milestone)		07/01/2023
Begin Design (PS&E) Phase		12/01/2024
End Design Phase (Ready to List for Advertisement Milestone)		06/01/2026
Begin Right of Way Phase		11/01/2024
End Right of Way Phase (Right of Way Certification Milestone)		11/30/2024
Begin Construction Phase (Contract Award Milestone)		07/01/2026
End Construction Phase (Construction Contract Acceptance Milestone)		12/01/2027
Begin Closeout Phase		01/01/2028
End Closeout Phase (Closeout Report)		06/01/2028

Date 05/13/2024 17:27:50

Purpose and Need

The Project is part of Metro’s commitment to creating an equitable, shared I-710 South Corridor transportation system that provides safe, quality multimodal options for moving people that will foster clean air and sustainable communities for all residents, communities, and users in the corridor who have long suffered from health and mobility issues caused by growing congestion along and near the freeway. The Project’s improvements implement several of Metro’s programs and plans for transforming the speed and reliability, customer experience, and zero emission operations of bus service.

NHS Improvements ☐ YES ☒ NO

Roadway Class NA

Reversible Lane Analysis ☐ YES ☒ NO

Inc. Sustainable Communities Strategy Goals ☒ YES ☐ NO

Reduce Greenhouse Gas Emissions ☒ YES ☐ NO

Project Outputs

Category	Outputs	Unit	Total
TMS (Traffic Management Systems)	Transit Signal Priority (TSP)	EA	114

Date 05/13/2024 17:27:50

Additional Information

Categorical Exemption (CE) is shown as 'Document Type' under Project Milestones but the actual exempt status is Statutory Exemption (SE). SE was not listed as an option in the drop-down list.

There is no Right-of-Way phase proposed, as all Right-of-Way is within LA Metro’s, Caltrans, or City jurisdictions existing Right-of-Way and no additional acquisition is required.

While the Project depends on all of the separate contracted components, LA Metro acknowledges the LPP-C funding will be applied to the bus shelters, solar lighting, terminal/layover, and zero emission bus charging infrastructure improvements only. No LPP-C funds are proposed for the transit signal priority component.

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
Congestion Reduction	LPPC, SCCP, LPPF	Change in Daily Vehicle Miles Travelled	Miles	0	0	0
			VTM per Capita	0	0	0
	LPPC, SCCP, LPPF	Person Hours of Travel Time Saved (Only 'Change' required)	Person Hours	-192,064	0	-192,064
			Hours per Capita	788,223	725,165	63,058
Throughput (Freight)	Optional	Bicyclist/ Pedestrian Screen Line Counts	# of Bikes	0	0	0
			# of Pedestrians	0	0	0
System Reliability (Freight)	LPPC, SCCP, LPPF	Peak Period Travel Time Reliability Index (Only 'No Build' Required)	Index	0	0	0
	LPPC, SCCP, LPPF	Level of Transit Delay (if required)	% "On-time"	0	0	0
Air Quality & GHG (only 'Change' required)	LPPC, SCCP, TCEP, LPPF	Particulate Matter	PM 2.5 Tons	5.36	5.64	-0.28
			PM 10 Tons	5.36	5.64	-0.28
	LPPC, SCCP, TCEP, LPPF	Carbon Dioxide (CO2)	Tons	4,113	71,030	-66,917
	LPPC, SCCP, TCEP, LPPF	Volatile Organic Compounds (VOC)	Tons	0	2.63	-2.63
	LPPC, SCCP, TCEP, LPPF	Sulphur Dioxides (SOx)	Tons	0	0.51	-0.51
	LPPC, SCCP, TCEP, LPPF	Carbon Monoxide (CO)	Tons	0	1,102	-1,102
	LPPC, SCCP, TCEP, LPPF	Nitrogen Oxides (NOx)	Tons	0	7.13	-7.13
Safety	LPPC, SCCP, TCEP, LPPF	Number of Fatalities	Number	0	0	0
	LPPC, SCCP, TCEP, LPPF	Fatalities per 100 Million VMT	Number	0	0	0
	LPPC, SCCP, TCEP, LPPF	Number of Serious Injuries	Number	0	0	0
	LPPC, SCCP, TCEP, LPPF	Number of Serious Injuries per 100 Million VMT	Number	0	0	0
Accessibility	Optional	Number of Jobs Accessible by Mode	Number	0	0	0
	Optional	Number of Destinations Accessible by Mode	Number	0	0	0
	Optional	Percent of Population Defined as Low Income or Disadvantaged Within 1/2 Mile of Rail Station, Ferry Terminal, or High-Frequency Bus Stop	%	0	0	0
Economic Development	LPPC, SCCP, TCEP, LPPF	Jobs Created (Only 'Build' Required)	Number	362.4	0	362.4
Cost Effectiveness (only 'Change' required)	LPPC, SCCP, TCEP, LPPF	Cost Benefit Ratio	Ratio	4.36	0	4.36

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
System Preservation Pavement	Optional	Pavement Condition Index	Index	0	0	0
			Rating	NA	NA	
System Preservation Bridges	Optional	Bridge Deck Rating	Rating	NA	NA	
	Optional	Bridge Superstructure Rating	Rating	NA	NA	
	Optional	Bridge Substructure Rating	Rating	NA	NA	
Noise Level (Soundwalls Only)	Optional	Number of Receptors	Number	0	0	0
	Optional	Properties Directly Benefited	Number	0	0	0
	Optional	Number of Decibels	Number	0	0	0
Vehicle Volume	LPPC, LPPF, SCCP	Existing Average Annual Vehicle Volume on Project Segment	Number	0	0	0
	LPPC, LPPF, SCCP	Estimated Year 20 Average Annual Vehicle Volume on Project Segment with Project	Number	0	0	0

District	County	Route	EA	Project ID	PPNO
07	Los Angeles County				LP011A
Project Title					
Southeast Los Angeles Transit Improvements Project (Transit Signal Priority)					

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	
E&P (PA&ED)									Los Angeles County Metropolitan Tra
PS&E									Los Angeles County Metropolitan Tra
R/W SUP (CT)									Los Angeles County Metropolitan Tra
CON SUP (CT)									Los Angeles County Metropolitan Tra
R/W									Los Angeles County Metropolitan Tra
CON									Los Angeles County Metropolitan Tra
TOTAL									
Proposed Total Project Cost (\$1,000s)									Notes
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			6,630					6,630	
TOTAL			6,630					6,630	

Fund #1:	Local Funds - Local Measure (Committed)								Program Code
Existing Funding (\$1,000s)									
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	Funding Agency
E&P (PA&ED)									Los Angeles County Metropolitan Tra
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			6,630					6,630	
TOTAL			6,630					6,630	

Fund #2:	State SB1 LPP - Local Partnership Program - Competitive program (Committed)								Program Code
Existing Funding (\$1,000s)									
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	Funding Agency
E&P (PA&ED)									Los Angeles County Metropolitan Tra
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									LPP-C funds are not proposed for this component.
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									

Amendment (Existing Project) ☐ YES ☒ NO					Date	05/13/2024 17:22:40	
Programs ☒ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☐ STIP ☒ Other							
District	EA	Project ID	PPNO	Nominating Agency			
07			LP011B	Los Angeles County Metropolitan Transportation Authority			
County	Route	PM Back	PM Ahead	Co-Nominating Agency			
Los Angeles County							
				MPO	Element		
				SCAG	Mass Transit (MT)		
Project Manager/Contact			Phone	Email Address			
TYRONE CRUMP			213-547-4377	crumpt@metro.net			

Project Title

Southeast Los Angeles Transit Improvements Project (Bus Shelters)

Location (Project Limits), Description (Scope of Work)

The purchase and installation of bus shelters with real-time display and security lighting in NextGen Tier 1 and 2 high frequency corridors throughout the I-710 South communities in southeast Los Angeles County to improve bus service with speed and reliability infrastructure and enhanced customer amenities.

Component	Implementing Agency
PA&ED	Los Angeles County Metropolitan Transportation Authority
PS&E	Los Angeles County Metropolitan Transportation Authority
Right of Way	Los Angeles County Metropolitan Transportation Authority
Construction	Los Angeles County Metropolitan Transportation Authority

Legislative Districts

Assembly:	64,51,53,58,63	Senate:	32,33,35,24	Congressional:	34,38,40,44
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Project Milestone	Existing	Proposed
Project Study Report Approved		
Begin Environmental (PA&ED) Phase		06/01/2023
Circulate Draft Environmental Document Document Type CE		06/01/2023
Draft Project Report		06/01/2023
End Environmental Phase (PA&ED Milestone)		07/01/2023
Begin Design (PS&E) Phase		07/02/2023
End Design Phase (Ready to List for Advertisement Milestone)		01/31/2025
Begin Right of Way Phase		07/02/2023
End Right of Way Phase (Right of Way Certification Milestone)		01/31/2025
Begin Construction Phase (Contract Award Milestone)		04/01/2025
End Construction Phase (Construction Contract Acceptance Milestone)		09/01/2027
Begin Closeout Phase		09/02/2027
End Closeout Phase (Closeout Report)		02/28/2028

Date 05/13/2024 17:22:40

Purpose and Need

The Project is part of Metro’s commitment to creating an equitable, shared I-710 South Corridor transportation system that provides safe, quality multimodal options for moving people that will foster clean air and sustainable communities for all residents, communities, and users in the corridor who have long suffered from health and mobility issues caused by growing congestion along and near the freeway. The Project’s improvements implement several of Metro’s programs and plans for transforming the speed and reliability, customer experience, and zero emission operations of bus service.

NHS Improvements ☐ YES ☒ NO

Roadway Class NA

Reversible Lane Analysis ☐ YES ☒ NO

Inc. Sustainable Communities Strategy Goals ☒ YES ☐ NO

Reduce Greenhouse Gas Emissions ☒ YES ☐ NO

Project Outputs

Category	Outputs	Unit	Total
Rail/ Multi-Modal	Station improvements	EA	100

Date 05/13/2024 17:22:40

Additional Information

Categorical Exemption (CE) is shown as 'Document Type' under Project Milestones but the actual exempt status is Statutory Exemption (SE). SE was not listed as an option in the drop-down list.

There is no Right-of-Way phase proposed, as all Right-of-Way is within LA Metro’s, Caltrans, or City jurisdictions existing Right-of-Way and no additional acquisition is required.

While the Project depends on all of the separate contracted components, LA Metro acknowledges the LPP-C funding will be applied to the bus shelters, solar lighting, terminal/layover, and zero emission bus charging infrastructure improvements only. No LPP-C funds are proposed for the transit signal priority component.

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
Congestion Reduction	LPPC, SCCP, LPPF	Change in Daily Vehicle Miles Travelled	Miles	0	0	0
			VMT per Capita	0	0	0
	LPPC, SCCP, LPPF	Person Hours of Travel Time Saved (Only 'Change' required)	Person Hours	-192,064	0	-192,064
			Hours per Capita	788,223	725,165	63,058
Throughput (Freight)	Optional	Bicyclist/ Pedestrian Screen Line Counts	# of Bikes	0	0	0
			# of Pedestrians	0	0	0
System Reliability (Freight)	LPPC, SCCP, LPPF	Peak Period Travel Time Reliability Index (Only 'No Build' Required)	Index	0	0	0
	LPPC, SCCP, LPPF	Level of Transit Delay (if required)	% "On-time"	0	0	0
Air Quality & GHG (only 'Change' required)	LPPC, SCCP, TCEP, LPPF	Particulate Matter	PM 2.5 Tons	5.36	5.64	-0.28
			PM 10 Tons	5.36	5.64	-0.28
	LPPC, SCCP, TCEP, LPPF	Carbon Dioxide (CO2)	Tons	4,113	71,030	-66,917
	LPPC, SCCP, TCEP, LPPF	Volatile Organic Compounds (VOC)	Tons	0	2.63	-2.63
	LPPC, SCCP, TCEP, LPPF	Sulphur Dioxides (SOx)	Tons	0	0.51	-0.51
	LPPC, SCCP, TCEP, LPPF	Carbon Monoxide (CO)	Tons	0	1,102	-1,102
	LPPC, SCCP, TCEP, LPPF	Nitrogen Oxides (NOx)	Tons	0	7.13	-7.13
Safety	LPPC, SCCP, TCEP, LPPF	Number of Fatalities	Number	0	0	0
	LPPC, SCCP, TCEP, LPPF	Fatalities per 100 Million VMT	Number	0	0	0
	LPPC, SCCP, TCEP, LPPF	Number of Serious Injuries	Number	0	0	0
	LPPC, SCCP, TCEP, LPPF	Number of Serious Injuries per 100 Million VMT	Number	0	0	0
Accessibility	Optional	Number of Jobs Accessible by Mode	Number	0	0	0
	Optional	Number of Destinations Accessible by Mode	Number	0	0	0
	Optional	Percent of Population Defined as Low Income or Disadvantaged Within 1/2 Mile of Rail Station, Ferry Terminal, or High-Frequency Bus Stop	%	0	0	0
Economic Development	LPPC, SCCP, TCEP, LPPF	Jobs Created (Only 'Build' Required)	Number	362.4	0	362.4
Cost Effectiveness (only 'Change' required)	LPPC, SCCP, TCEP, LPPF	Cost Benefit Ratio	Ratio	4.36	0	4.36

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
System Preservation Pavement	Optional	Pavement Condition Index	Index	0	0	0
			Rating	NA	NA	
System Preservation Bridges	Optional	Bridge Deck Rating	Rating	NA	NA	
	Optional	Bridge Superstructure Rating	Rating	NA	NA	
	Optional	Bridge Substructure Rating	Rating	NA	NA	
Noise Level (Soundwalls Only)	Optional	Number of Receptors	Number	0	0	0
	Optional	Properties Directly Benefited	Number	0	0	0
	Optional	Number of Decibels	Number	0	0	0
Vehicle Volume	LPPC, LPPF, SCCP	Existing Average Annual Vehicle Volume on Project Segment	Number	0	0	0
	LPPC, LPPF, SCCP	Estimated Year 20 Average Annual Vehicle Volume on Project Segment with Project	Number	0	0	0

District	County	Route	EA	Project ID	PPNO
07	Los Angeles County				LP011B
Project Title					
Southeast Los Angeles Transit Improvements Project (Bus Shelters)					

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	
E&P (PA&ED)									Los Angeles County Metropolitan Tra
PS&E									Los Angeles County Metropolitan Tra
R/W SUP (CT)									Los Angeles County Metropolitan Tra
CON SUP (CT)									Los Angeles County Metropolitan Tra
R/W									Los Angeles County Metropolitan Tra
CON									Los Angeles County Metropolitan Tra
TOTAL									
Proposed Total Project Cost (\$1,000s)									Notes
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			6,000					6,000	
TOTAL			6,000					6,000	

Fund #1:	State SB1 LPP - Local Partnership Program - Competitive program (Committed)								Program Code
Existing Funding (\$1,000s)									
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	Funding Agency
E&P (PA&ED)									Los Angeles County Metropolitan Tra
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			3,000					3,000	
TOTAL			3,000					3,000	

Fund #2:	Local Funds - Local Transportation Funds (Committed)								Program Code
Existing Funding (\$1,000s)									
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	Funding Agency
E&P (PA&ED)									Los Angeles County Metropolitan Tra
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			3,000					3,000	
TOTAL			3,000					3,000	

Amendment (Existing Project) ☐ YES ☒ NO					Date	05/13/2024 17:25:29	
Programs ☒ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☐ STIP ☒ Other							
District	EA	Project ID	PPNO	Nominating Agency			
07			LP011C	Los Angeles County Metropolitan Transportation Authority			
County	Route	PM Back	PM Ahead	Co-Nominating Agency			
Los Angeles County							
				MPO	Element		
				SCAG	Mass Transit (MT)		
Project Manager/Contact			Phone	Email Address			
TYRONE CRUMP			213-547-4377	crumpt@metro.net			

Project Title

Southeast Los Angeles Transit Improvements Project (Lighting)

Location (Project Limits), Description (Scope of Work)

The purchase and installation of solar-powered lighting upgrades in NextGen Tier 1 and 2 high frequency corridors throughout the I-710 South communities in southeast Los Angeles County to improve bus service with speed and reliability infrastructure and enhanced customer amenities.

Component	Implementing Agency
PA&ED	Los Angeles County Metropolitan Transportation Authority
PS&E	Los Angeles County Metropolitan Transportation Authority
Right of Way	Los Angeles County Metropolitan Transportation Authority
Construction	Los Angeles County Metropolitan Transportation Authority

Legislative Districts			
Assembly:	64,51,53,58,63	Senate:	32,33,35,24
Congressional:	34,38,40,44		
Project Milestone		Existing	Proposed
Project Study Report Approved			
Begin Environmental (PA&ED) Phase			06/01/2023
Circulate Draft Environmental Document	Document Type CE		06/01/2023
Draft Project Report			06/01/2023
End Environmental Phase (PA&ED Milestone)			07/01/2023
Begin Design (PS&E) Phase			07/02/2023
End Design Phase (Ready to List for Advertisement Milestone)			08/02/2024
Begin Right of Way Phase			07/02/2023
End Right of Way Phase (Right of Way Certification Milestone)			08/02/2024
Begin Construction Phase (Contract Award Milestone)			12/01/2024
End Construction Phase (Construction Contract Acceptance Milestone)			06/30/2026
Begin Closeout Phase			07/01/2026
End Closeout Phase (Closeout Report)			12/31/2026

Date 05/13/2024 17:25:29

Purpose and Need

The Project is part of Metro’s commitment to creating an equitable, shared I-710 South Corridor transportation system that provides safe, quality multimodal options for moving people that will foster clean air and sustainable communities for all residents, communities, and users in the corridor who have long suffered from health and mobility issues caused by growing congestion along and near the freeway. The Project’s improvements implement several of Metro’s programs and plans for transforming the speed and reliability, customer experience, and zero emission operations of bus service.

NHS Improvements ☐ YES ☒ NO

Roadway Class NA

Reversible Lane Analysis ☐ YES ☒ NO

Inc. Sustainable Communities Strategy Goals ☒ YES ☐ NO

Reduce Greenhouse Gas Emissions ☒ YES ☐ NO

Project Outputs

Category	Outputs	Unit	Total
Rail/ Multi-Modal	Station improvements	EA	100

Date 05/13/2024 17:25:29

Additional Information

Categorical Exemption (CE) is shown as 'Document Type' under Project Milestones but the actual exempt status is Statutory Exemption (SE). SE was not listed as an option in the drop-down list.

There is no Right-of-Way phase proposed, as all Right-of-Way is within LA Metro’s, Caltrans, or City jurisdictions existing Right-of-Way and no additional acquisition is required.

While the Project depends on all of the separate contracted components, LA Metro acknowledges the LPP-C funding will be applied to the bus shelters, solar lighting, terminal/layover, and zero emission bus charging infrastructure improvements only. No LPP-C funds are proposed for the transit signal priority component.

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
Congestion Reduction	LPPC, SCCP, LPPF	Change in Daily Vehicle Miles Travelled	Miles	0	0	0
			VTM per Capita	0	0	0
	LPPC, SCCP, LPPF	Person Hours of Travel Time Saved (Only 'Change' required)	Person Hours	788,223	725,165	63,058
			Hours per Capita	-192,064	0	-192,064
Throughput (Freight)	Optional	Bicyclist/ Pedestrian Screen Line Counts	# of Bikes	0	0	0
			# of Pedestrians	0	0	0
System Reliability (Freight)	LPPC, SCCP, LPPF	Peak Period Travel Time Reliability Index (Only 'No Build' Required)	Index	0	0	0
	LPPC, SCCP, LPPF	Level of Transit Delay (if required)	% "On-time"	0	0	0
Air Quality & GHG (only 'Change' required)	LPPC, SCCP, TCEP, LPPF	Particulate Matter	PM 2.5 Tons	5.36	5.64	-0.28
			PM 10 Tons	5.36	5.64	-0.28
	LPPC, SCCP, TCEP, LPPF	Carbon Dioxide (CO2)	Tons	4,113	71,030	-66,917
	LPPC, SCCP, TCEP, LPPF	Volatile Organic Compounds (VOC)	Tons	0	2.63	-2.63
	LPPC, SCCP, TCEP, LPPF	Sulphur Dioxides (SOx)	Tons	0	0.51	-0.51
	LPPC, SCCP, TCEP, LPPF	Carbon Monoxide (CO)	Tons	0	1,102	-1,102
	LPPC, SCCP, TCEP, LPPF	Nitrogen Oxides (NOx)	Tons	0	7.13	-7.13
Safety	LPPC, SCCP, TCEP, LPPF	Number of Fatalities	Number	0	0	0
	LPPC, SCCP, TCEP, LPPF	Fatalities per 100 Million VMT	Number	0	0	0
	LPPC, SCCP, TCEP, LPPF	Number of Serious Injuries	Number	0	0	0
	LPPC, SCCP, TCEP, LPPF	Number of Serious Injuries per 100 Million VMT	Number	0	0	0
Accessibility	Optional	Number of Jobs Accessible by Mode	Number	0	0	0
	Optional	Number of Destinations Accessible by Mode	Number	0	0	0
	Optional	Percent of Population Defined as Low Income or Disadvantaged Within 1/2 Mile of Rail Station, Ferry Terminal, or High-Frequency Bus Stop	%	0	0	0
Economic Development	LPPC, SCCP, TCEP, LPPF	Jobs Created (Only 'Build' Required)	Number	362.4	0	362.4
Cost Effectiveness (only 'Change' required)	LPPC, SCCP, TCEP, LPPF	Cost Benefit Ratio	Ratio	4.36	0	4.36

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
System Preservation Pavement	Optional	Pavement Condition Index	Index	0	0	0
			Rating	NA	NA	
System Preservation Bridges	Optional	Bridge Deck Rating	Rating	NA	NA	
	Optional	Bridge Superstructure Rating	Rating	NA	NA	
	Optional	Bridge Substructure Rating	Rating	NA	NA	
Noise Level (Soundwalls Only)	Optional	Number of Receptors	Number	0	0	0
	Optional	Properties Directly Benefited	Number	0	0	0
	Optional	Number of Decibels	Number	0	0	0
Vehicle Volume	LPPC, LPPF, SCCP	Existing Average Annual Vehicle Volume on Project Segment	Number	0	0	0
	LPPC, LPPF, SCCP	Estimated Year 20 Average Annual Vehicle Volume on Project Segment with Project	Number	0	0	0

District	County	Route	EA	Project ID	PPNO
07	Los Angeles County				LP011C
Project Title					
Southeast Los Angeles Transit Improvements Project (Lighting)					

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	
E&P (PA&ED)									Los Angeles County Metropolitan Tra
PS&E									Los Angeles County Metropolitan Tra
R/W SUP (CT)									Los Angeles County Metropolitan Tra
CON SUP (CT)									Los Angeles County Metropolitan Tra
R/W									Los Angeles County Metropolitan Tra
CON									Los Angeles County Metropolitan Tra
TOTAL									
Proposed Total Project Cost (\$1,000s)									Notes
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			500					500	
TOTAL			500					500	

Fund #1:	State SB1 LPP - Local Partnership Program - Competitive program (Committed)								Program Code
Existing Funding (\$1,000s)									
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	Funding Agency
E&P (PA&ED)									Los Angeles County Metropolitan Tra
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			250					250	
TOTAL			250					250	

Fund #2:	Local Funds - Local Transportation Funds (Committed)								Program Code
Existing Funding (\$1,000s)									
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	Funding Agency
E&P (PA&ED)									Los Angeles County Metropolitan Tra
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			250					250	
TOTAL			250					250	

Amendment (Existing Project) ☐ YES ☒ NO					Date	05/13/2024 17:20:08	
Programs ☒ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☐ STIP ☒ Other							
District	EA	Project ID	PPNO	Nominating Agency			
07			LP011D	Los Angeles County Metropolitan Transportation Authority			
County	Route	PM Back	PM Ahead	Co-Nominating Agency			
Los Angeles County							
				MPO	Element		
				SCAG	Mass Transit (MT)		
Project Manager/Contact			Phone	Email Address			
TYRONE CRUMP			213-547-4377	crumpt@metro.net			

Project Title

Southeast Los Angeles Transit Improvements Project (Termini/Layover)

Location (Project Limits), Description (Scope of Work)

The construction of civil works at bus termini/layovers at Norwalk, Artesia, and Compton Stations in NextGen Tier 1 and 2 high frequency corridors throughout the I-710 South communities in southeast Los Angeles County to improve bus service with speed and reliability infrastructure and enhanced customer amenities.

Component	Implementing Agency
PA&ED	Los Angeles County Metropolitan Transportation Authority
PS&E	Los Angeles County Metropolitan Transportation Authority
Right of Way	Los Angeles County Metropolitan Transportation Authority
Construction	Los Angeles County Metropolitan Transportation Authority

Legislative Districts

Assembly:	64,51,53,58,63	Senate:	32,33,35,24	Congressional:	34,38,40,44
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Project Milestone	Existing	Proposed
Project Study Report Approved		
Begin Environmental (PA&ED) Phase		06/01/2023
Circulate Draft Environmental Document Document Type CE		06/01/2023
Draft Project Report		06/01/2023
End Environmental Phase (PA&ED Milestone)		12/01/2023
Begin Design (PS&E) Phase		01/01/2024
End Design Phase (Ready to List for Advertisement Milestone)		01/01/2025
Begin Right of Way Phase		01/01/2024
End Right of Way Phase (Right of Way Certification Milestone)		01/01/2025
Begin Construction Phase (Contract Award Milestone)		06/30/2025
End Construction Phase (Construction Contract Acceptance Milestone)		12/30/2026
Begin Closeout Phase		01/01/2027
End Closeout Phase (Closeout Report)		06/01/2027

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Purpose and Need

The Project is part of Metro’s commitment to creating an equitable, shared I-710 South Corridor transportation system that provides safe, quality multimodal options for moving people that will foster clean air and sustainable communities for all residents, communities, and users in the corridor who have long suffered from health and mobility issues caused by growing congestion along and near the freeway. The Project’s improvements implement several of Metro’s programs and plans for transforming the speed and reliability, customer experience, and zero emission operations of bus service.

NHS Improvements ☐ YES ☒ NO

Roadway Class NA

Reversible Lane Analysis ☐ YES ☒ NO

Inc. Sustainable Communities Strategy Goals ☒ YES ☐ NO

Reduce Greenhouse Gas Emissions ☒ YES ☐ NO

Project Outputs

Category	Outputs	Unit	Total
Rail/ Multi-Modal	Station improvements	EA	3

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Additional Information

Categorical Exemption (CE) is shown as 'Document Type' under Project Milestones but the actual exempt status is Statutory Exemption (SE). SE was not listed as an option in the drop-down list.

There is no Right-of-Way phase proposed, as all Right-of-Way is within LA Metro’s, Caltrans, or City jurisdictions existing Right-of-Way and no additional acquisition is required.

While the Project depends on all of the separate contracted components, LA Metro acknowledges the LPP-C funding will be applied to the bus shelters, solar lighting, terminal/layover, and zero emission bus charging infrastructure improvements only. No LPP-C funds are proposed for the transit signal priority component.

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
Congestion Reduction	LPPC, SCCP, LPPF	Change in Daily Vehicle Miles Travelled	Miles	0	0	0
			VTM per Capita	0	0	0
	LPPC, SCCP, LPPF	Person Hours of Travel Time Saved (Only 'Change' required)	Person Hours	-192,064	0	-192,064
			Hours per Capita	788,223	725,165	63,058
Throughput (Freight)	Optional	Bicyclist/ Pedestrian Screen Line Counts	# of Bikes	0	0	0
			# of Pedestrians	0	0	0
System Reliability (Freight)	LPPC, SCCP, LPPF	Peak Period Travel Time Reliability Index (Only 'No Build' Required)	Index	0	0	0
	LPPC, SCCP, LPPF	Level of Transit Delay (if required)	% "On-time"	0	0	0
Air Quality & GHG (only 'Change' required)	LPPC, SCCP, TCEP, LPPF	Particulate Matter	PM 2.5 Tons	5.36	5.64	-0.28
			PM 10 Tons	5.36	5.64	-0.28
	LPPC, SCCP, TCEP, LPPF	Carbon Dioxide (CO2)	Tons	4,113	71,030	-66,917
	LPPC, SCCP, TCEP, LPPF	Volatile Organic Compounds (VOC)	Tons	0	2.63	-2.63
	LPPC, SCCP, TCEP, LPPF	Sulphur Dioxides (SOx)	Tons	0	0.51	-0.51
	LPPC, SCCP, TCEP, LPPF	Carbon Monoxide (CO)	Tons	0	1,102	-1,102
	LPPC, SCCP, TCEP, LPPF	Nitrogen Oxides (NOx)	Tons	0	7.13	-7.13
Safety	LPPC, SCCP, TCEP, LPPF	Number of Fatalities	Number	0	0	0
	LPPC, SCCP, TCEP, LPPF	Fatalities per 100 Million VMT	Number	0	0	0
	LPPC, SCCP, TCEP, LPPF	Number of Serious Injuries	Number	0	0	0
	LPPC, SCCP, TCEP, LPPF	Number of Serious Injuries per 100 Million VMT	Number	0	0	0
Accessibility	Optional	Number of Jobs Accessible by Mode	Number	0	0	0
	Optional	Number of Destinations Accessible by Mode	Number	0	0	0
	Optional	Percent of Population Defined as Low Income or Disadvantaged Within 1/2 Mile of Rail Station, Ferry Terminal, or High-Frequency Bus Stop	%	0	0	0
Economic Development	LPPC, SCCP, TCEP, LPPF	Jobs Created (Only 'Build' Required)	Number	362.4	0	362.4
Cost Effectiveness (only 'Change' required)	LPPC, SCCP, TCEP, LPPF	Cost Benefit Ratio	Ratio	4.36	0	4.36

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
System Preservation Pavement	Optional	Pavement Condition Index	Index	0	0	0
			Rating	NA	NA	
System Preservation Bridges	Optional	Bridge Deck Rating	Rating	NA	NA	
	Optional	Bridge Superstructure Rating	Rating	NA	NA	
	Optional	Bridge Substructure Rating	Rating	NA	NA	
Noise Level (Soundwalls Only)	Optional	Number of Receptors	Number	0	0	0
	Optional	Properties Directly Benefited	Number	0	0	0
	Optional	Number of Decibels	Number	0	0	0
Vehicle Volume	LPPC, LPPF, SCCP	Existing Average Annual Vehicle Volume on Project Segment	Number	0	0	0
	LPPC, LPPF, SCCP	Estimated Year 20 Average Annual Vehicle Volume on Project Segment with Project	Number	0	0	0

District	County	Route	EA	Project ID	PPNO
07	Los Angeles County				LP011D
Project Title					
Southeast Los Angeles Transit Improvements Project (Termini/Layover)					

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	
E&P (PA&ED)									Los Angeles County Metropolitan Tra
PS&E									Los Angeles County Metropolitan Tra
R/W SUP (CT)									Los Angeles County Metropolitan Tra
CON SUP (CT)									Los Angeles County Metropolitan Tra
R/W									Los Angeles County Metropolitan Tra
CON									Los Angeles County Metropolitan Tra
TOTAL									
Proposed Total Project Cost (\$1,000s)									Notes
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			8,000					8,000	
TOTAL			8,000					8,000	

Fund #1:	State SB1 LPP - Local Partnership Program - Competitive program (Committed)								Program Code
Existing Funding (\$1,000s)									
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	Funding Agency
E&P (PA&ED)									Los Angeles County Metropolitan Tra
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			4,000					4,000	
TOTAL			4,000					4,000	

Fund #2:	Local Funds - Local Transportation Funds (Committed)								Program Code
Existing Funding (\$1,000s)									
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	Funding Agency
E&P (PA&ED)									Los Angeles County Metropolitan Tra
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			4,000					4,000	
TOTAL			4,000					4,000	

Amendment (Existing Project) ☐ YES ☒ NO				Date	05/13/2024 17:17:52
Programs ☒ LPP-C ☐ LPP-F ☐ SCCP ☐ TCEP ☐ STIP ☒ Other					
District	EA	Project ID	PPNO	Nominating Agency	
07			LP011E	Los Angeles County Metropolitan Transportation Authority	
County	Route	PM Back	PM Ahead	Co-Nominating Agency	
Los Angeles County					
				MPO	Element
				SCAG	Mass Transit (MT)
Project Manager/Contact			Phone	Email Address	
TYRONE CRUMP			213-547-4377	crumpt@metro.net	

Project Title

Southeast Los Angeles Transit Improvements Project (ZEB Charging)

Location (Project Limits), Description (Scope of Work)

The purchase and installation of zero emission bus (ZEB) charging masts in NextGen Tier 1 and 2 high frequency corridors throughout the I-710 South communities in southeast Los Angeles County to improve bus service with speed and reliability infrastructure and enhanced customer amenities.

Component	Implementing Agency
PA&ED	Los Angeles County Metropolitan Transportation Authority
PS&E	Los Angeles County Metropolitan Transportation Authority
Right of Way	Los Angeles County Metropolitan Transportation Authority
Construction	Los Angeles County Metropolitan Transportation Authority

Legislative Districts

Assembly:	64,51,53,58,63	Senate:	32,33,35,24	Congressional:	34,38,40,44
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Project Milestone	Existing	Proposed
Project Study Report Approved		
Begin Environmental (PA&ED) Phase		06/01/2023
Circulate Draft Environmental Document Document Type CE		06/01/2023
Draft Project Report		06/01/2023
End Environmental Phase (PA&ED Milestone)		12/01/2023
Begin Design (PS&E) Phase		01/01/2024
End Design Phase (Ready to List for Advertisement Milestone)		01/01/2025
Begin Right of Way Phase		01/01/2024
End Right of Way Phase (Right of Way Certification Milestone)		01/01/2025
Begin Construction Phase (Contract Award Milestone)		06/30/2025
End Construction Phase (Construction Contract Acceptance Milestone)		12/30/2026
Begin Closeout Phase		01/01/2027
End Closeout Phase (Closeout Report)		06/01/2027

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Purpose and Need

The Project is part of Metro’s commitment to creating an equitable, shared I-710 South Corridor transportation system that provides safe, quality multimodal options for moving people that will foster clean air and sustainable communities for all residents, communities, and users in the corridor who have long suffered from health and mobility issues caused by growing congestion along and near the freeway. The Project’s improvements implement several of Metro’s programs and plans for transforming the speed and reliability, customer experience, and zero emission operations of bus service.

NHS Improvements ☐ YES ☒ NO

Roadway Class NA

Reversible Lane Analysis ☐ YES ☒ NO

Inc. Sustainable Communities Strategy Goals ☒ YES ☐ NO

Reduce Greenhouse Gas Emissions ☒ YES ☐ NO

Project Outputs

Category	Outputs	Unit	Total
Rail/ Multi-Modal	Rail/Transit Equipment	EA	10

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Additional Information

Categorical Exemption (CE) is shown as 'Document Type' under Project Milestones but the actual exempt status is Statutory Exemption (SE). SE was not listed as an option in the drop-down list.

There is no Right-of-Way phase proposed, as all Right-of-Way is within LA Metro’s, Caltrans, or City jurisdictions existing Right-of-Way and no additional acquisition is required.

While the Project depends on all of the separate contracted components, LA Metro acknowledges the LPP-C funding will be applied to the bus shelters, solar lighting, terminal/layover, and zero emission bus charging infrastructure improvements only. No LPP-C funds are proposed for the transit signal priority component.

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
Congestion Reduction	LPPC, SCCP, LPPF	Change in Daily Vehicle Miles Travelled	Miles	0	0	0
			VTM per Capita	0	0	0
	LPPC, SCCP, LPPF	Person Hours of Travel Time Saved (Only 'Change' required)	Person Hours	788,223	725,165	63,058
			Hours per Capita	-192,064	0	-192,064
Throughput (Freight)	Optional	Bicyclist/ Pedestrian Screen Line Counts	# of Bikes	0	0	0
			# of Pedestrians	0	0	0
System Reliability (Freight)	LPPC, SCCP, LPPF	Peak Period Travel Time Reliability Index (Only 'No Build' Required)	Index	0	0	0
	LPPC, SCCP, LPPF	Level of Transit Delay (if required)	% "On-time"	0	0	0
Air Quality & GHG (only 'Change' required)	LPPC, SCCP, TCEP, LPPF	Particulate Matter	PM 2.5 Tons	5.36	5.64	-0.28
			PM 10 Tons	5.36	5.64	-0.28
	LPPC, SCCP, TCEP, LPPF	Carbon Dioxide (CO2)	Tons	4,113	71,030	-66,917
	LPPC, SCCP, TCEP, LPPF	Volatile Organic Compounds (VOC)	Tons	0	2.63	-2.63
	LPPC, SCCP, TCEP, LPPF	Sulphur Dioxides (SOx)	Tons	0	0.51	-0.51
	LPPC, SCCP, TCEP, LPPF	Carbon Monoxide (CO)	Tons	0	1,102	-1,102
	LPPC, SCCP, TCEP, LPPF	Nitrogen Oxides (NOx)	Tons	0	7.13	-7.13
Safety	LPPC, SCCP, TCEP, LPPF	Number of Fatalities	Number	0	0	0
	LPPC, SCCP, TCEP, LPPF	Fatalities per 100 Million VMT	Number	0	0	0
	LPPC, SCCP, TCEP, LPPF	Number of Serious Injuries	Number	0	0	0
	LPPC, SCCP, TCEP, LPPF	Number of Serious Injuries per 100 Million VMT	Number	0	0	0
Accessibility	Optional	Number of Jobs Accessible by Mode	Number	0	0	0
	Optional	Number of Destinations Accessible by Mode	Number	0	0	0
	Optional	Percent of Population Defined as Low Income or Disadvantaged Within 1/2 Mile of Rail Station, Ferry Terminal, or High-Frequency Bus Stop	%	0	0	0
Economic Development	LPPC, SCCP, TCEP, LPPF	Jobs Created (Only 'Build' Required)	Number	362.4	0	362.4
Cost Effectiveness (only 'Change' required)	LPPC, SCCP, TCEP, LPPF	Cost Benefit Ratio	Ratio	4.36	0	4.36

Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
System Preservation Pavement	Optional	Pavement Condition Index	Index	0	0	0
			Rating	NA	NA	
System Preservation Bridges	Optional	Bridge Deck Rating	Rating	NA	NA	
	Optional	Bridge Superstructure Rating	Rating	NA	NA	
	Optional	Bridge Substructure Rating	Rating	NA	NA	
Noise Level (Soundwalls Only)	Optional	Number of Receptors	Number	0	0	0
	Optional	Properties Directly Benefited	Number	0	0	0
	Optional	Number of Decibels	Number	0	0	0
Vehicle Volume	LPPC, LPPF, SCCP	Existing Average Annual Vehicle Volume on Project Segment	Number	0	0	0
	LPPC, LPPF, SCCP	Estimated Year 20 Average Annual Vehicle Volume on Project Segment with Project	Number	0	0	0

District	County	Route	EA	Project ID	PPNO
07	Los Angeles County				LP011E
Project Title					
Southeast Los Angeles Transit Improvements Project (ZEB Charging)					

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	
E&P (PA&ED)									Los Angeles County Metropolitan Tra
PS&E									Los Angeles County Metropolitan Tra
R/W SUP (CT)									Los Angeles County Metropolitan Tra
CON SUP (CT)									Los Angeles County Metropolitan Tra
R/W									Los Angeles County Metropolitan Tra
CON									Los Angeles County Metropolitan Tra
TOTAL									
Proposed Total Project Cost (\$1,000s)									Notes
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			10,000					10,000	
TOTAL			10,000					10,000	

Fund #1:	Local Funds - Local Measure (Committed)								Program Code
Existing Funding (\$1,000s)									
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	Funding Agency
E&P (PA&ED)									Los Angeles County Metropolitan Tra
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			2,750					2,750	
TOTAL			2,750					2,750	

Fund #2:	State SB1 LPP - Local Partnership Program - Competitive program (Committed)								Program Code
Existing Funding (\$1,000s)									
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	Funding Agency
E&P (PA&ED)									Los Angeles County Metropolitan Tra
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									Non-proportional spending allowed for this component.
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			7,250					7,250	
TOTAL			7,250					7,250	

Southeast Los Angeles Transit Improvements Project

SB1 LPP-Competitive Cycle 3 Project

SB1 Project Baseline Agreement – Scope, Schedule, Costs, Benefits

LP011D - Scope, Schedule, Costs, Benefits

Scope :-- The construction of civil works at bus termini/layovers at Norwalk, Artesia, and Compton Stations in NextGen Tier 1 and 2 high frequency corridors throughout the I-710 South communities in southeast Los Angeles County to improve bus service with speed and reliability infrastructure and enhanced customer amenities.

Schedule :--

PA&ED (Environmental)	Begin = 06/01/2023	End = 12/01/2023
PS&E (Design)	Begin = 01/01/2024	End = 01/01/2025
ROW-Certification	Begin = 01/01/2024	End = 01/01/2025
Construction (Contract)	Begin = 06/30/2025	End = 12/30/2026

Costs (Funding) :-- Total = \$8M – FY 24/25 ; LPP-C = \$4M

Benefits/Outputs :-- Rail/Multi-Modal – Station Improvements = 3 each

LP011E - Scope, Schedule, Costs, Benefits

Scope :-- The purchase and installation of zero emission bus (ZEB) charging masts in NextGen Tier 1 and 2 high frequency corridors throughout the I-710 South communities in southeast Los Angeles County to improve bus service with speed and reliability infrastructure and enhanced customer amenities.

Schedule :--

PA&ED (Environmental)	Begin = 06/01/2023	End = 12/01/2023
PS&E (Design)	Begin = 01/01/2024	End = 01/01/2025
ROW-Certification	Begin = 01/01/2024	End = 01/01/2025
Construction (Contract)	Begin = 06/30/2025	End = 12/30/2026

Costs (Funding) :-- Total = \$10M (Local) – FY 24/25 ; LPP-C = \$7.25M
{ non-proportional spending allowed }

Benefits/Outputs :-- Rail/Multi-Modal – Rail/Transit Equipment = 10 each

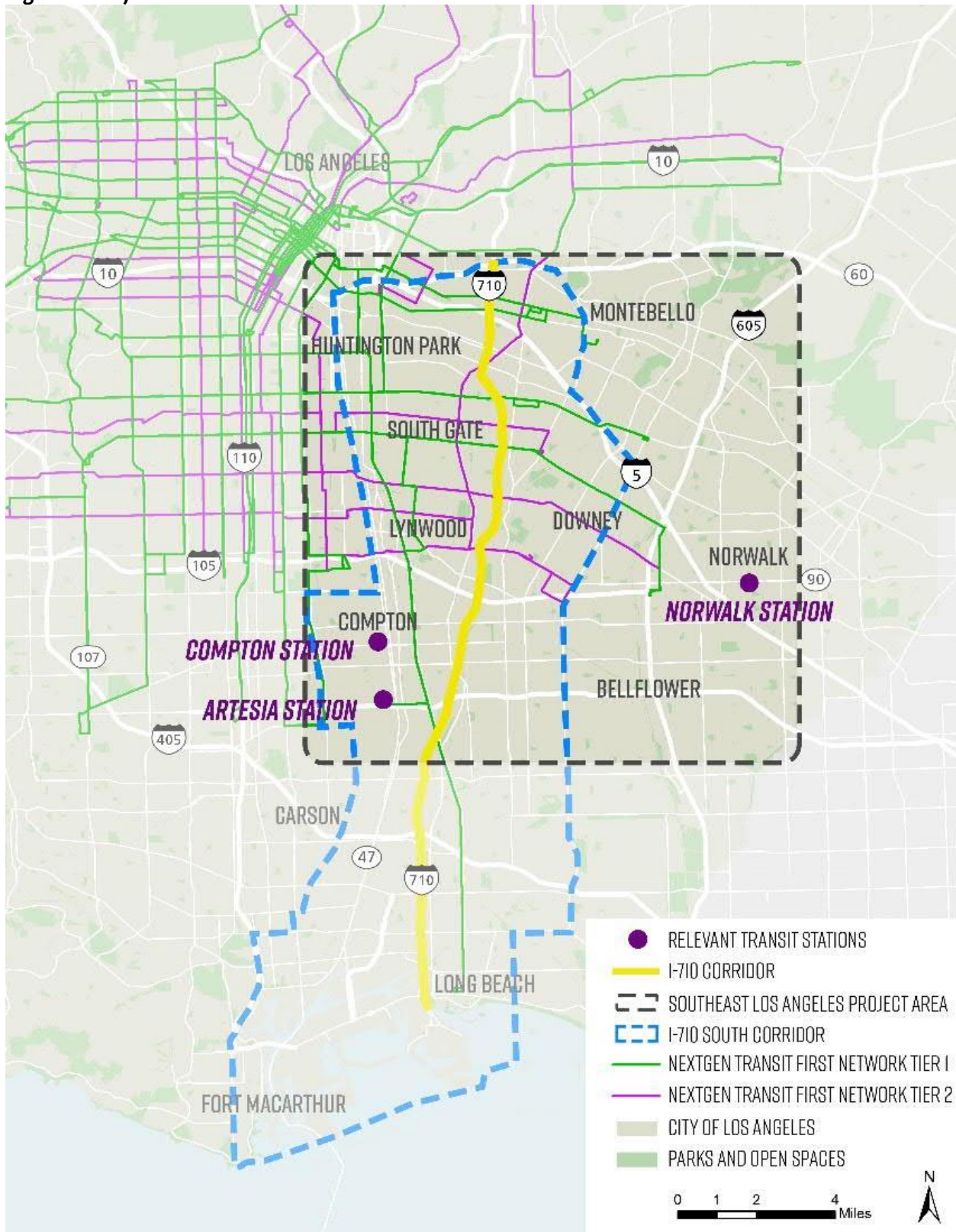
PROJECT REPORT EQUIVALENT

Project Title: Southeast Los Angeles Transit Improvements Project

Project Location Description *(include route, postmiles, rail mile posts, address, intersections, etc.):*

The Los Angeles County Metropolitan Transportation Authority (LA Metro) Southeast Los Angeles Transit Improvements Project (SELA TIP) area stretches across multiple high frequency LA Metro NextGen Tier 1 and 2 bus line corridors throughout southeast Los Angeles County along the I-710 corridor (see Figure 1), a critical goods movement corridor that sustains the state's and nation's economies to the detriment of the corridor communities who have long suffered from health and mobility issues caused by growing congestion along and near the freeway. The exact locations of the waiting environment improvements will be determined in coordination with the Southeast Los Angeles cities where the corridors are located, based on bus stop existing conditions and needs.

Figure 1: Project Location



I, Tyrone Crump, Manager, Transportation Planning have been given full authority by Los Angeles County Metropolitan Transportation Authority to prepare this report. I certify that the information and data contained in this report are true to the best of my knowledge and belief and I understand that disciplinary action may be taken in the event that the following information are found to be falsified.

Tyrone Crump Digitally signed by Tyrone Crump
Date: 2024.05.10 16:49:34 -07'00'

5/10/2024

Tyrone Crump

Date

Manager, Transportation Planning
Title

Los Angeles County Metropolitan Transportation Authority
Agency

I have reviewed the information contained in this report and find the data and information to be complete, current, and accurate.

Eva Moon Digitally signed by: Eva Moon
DN: CN = Eva Moon email = panmoone@metro.
net C = US
Date: 2024.05.13 11:49:42 -08'00'

Eva Moon, Project Manager

Date

Joseph Forgiarini Digitally signed by Joseph
Forgiarini
Date: 2024.05.13 10:35:21 -07'00'

Joe Forgiarini, Project Manager

Date

Los Angeles County Metropolitan Transportation Authority
Agency

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1. INTRODUCTION

The Southeast Los Angeles Transit Improvements Project (SELA TIP) is comprised of transit improvements along multiple NextGen Tier 1 and 2 high frequency bus lines in key corridors serving Southeast Los Angeles County. These lines provide 10 minute or 15-minute bus service all day weekday throughout the I-710 South communities in southeast Los Angeles County. The I-710 South is a critical goods movement corridor that sustains the State of California and nation's economies to the detriment of the corridor communities who have long suffered from health and mobility issues caused by growing congestion along and near the freeway. This proposed project will bring immediate and tangible benefits to corridor residents by improving bus service with bus speed and reliability infrastructure and enhanced customer amenities at bus stops on these key corridors.

Major project elements are as follows:

- PPNO LP011A: Expansion of Transit Signal Priority (TSP) to cover 114 intersections
- PPNO LP011B: New shelters plus electronic real time arrival solar-powered displays at 100 of the busiest bus stops that currently lack shelters in the project area
- PPNO LP011C: Bus stop solar light kits to upgrade 100 other bus stops that do not have shelters to improve lighting
- PPNO LP011D: Bus terminal/layover operational capacity and passenger amenity and improvements at Norwalk, Artesia, and Compton Station mobility hubs
- PPNO LP011E: 10 ZEB charging masts to support implementation of ZEB operations on Southeast LA area bus lines serving key terminals.

The corridor improvements will be available for shared use by other transit agencies. This Project makes a large investment in the reduction of GHG emissions through equipping transit terminals with ZEB charging equipment to help allow multiple transit lines to transition to zero emission battery electric bus operation on corridors that connect to the Metro A Line (Blue) and C Line (Green) light rail lines. This investment supports Metro's comprehensive program for serving clean, safe, and sustainable communities with world-class zero emission service by 2030, supporting those many residents of Southeast Los Angeles who rely on transit for their daily mobility.

The Project is part of Metro's commitment to creating an equitable, shared I-710 South Corridor transportation system that provides safe, quality multimodal options for moving people that will foster clean air and sustainable communities for all residents, communities, and users in the corridor. It was prioritized for application for LPP-C funds by a task force of corridor residents, public health advocates, community-based organizations, subregional agencies, and elected offices. The Project's improvements implement several of Metro's programs and plans for transforming the speed and reliability, customer experience, and zero emission operations of bus service in Los Angeles County.

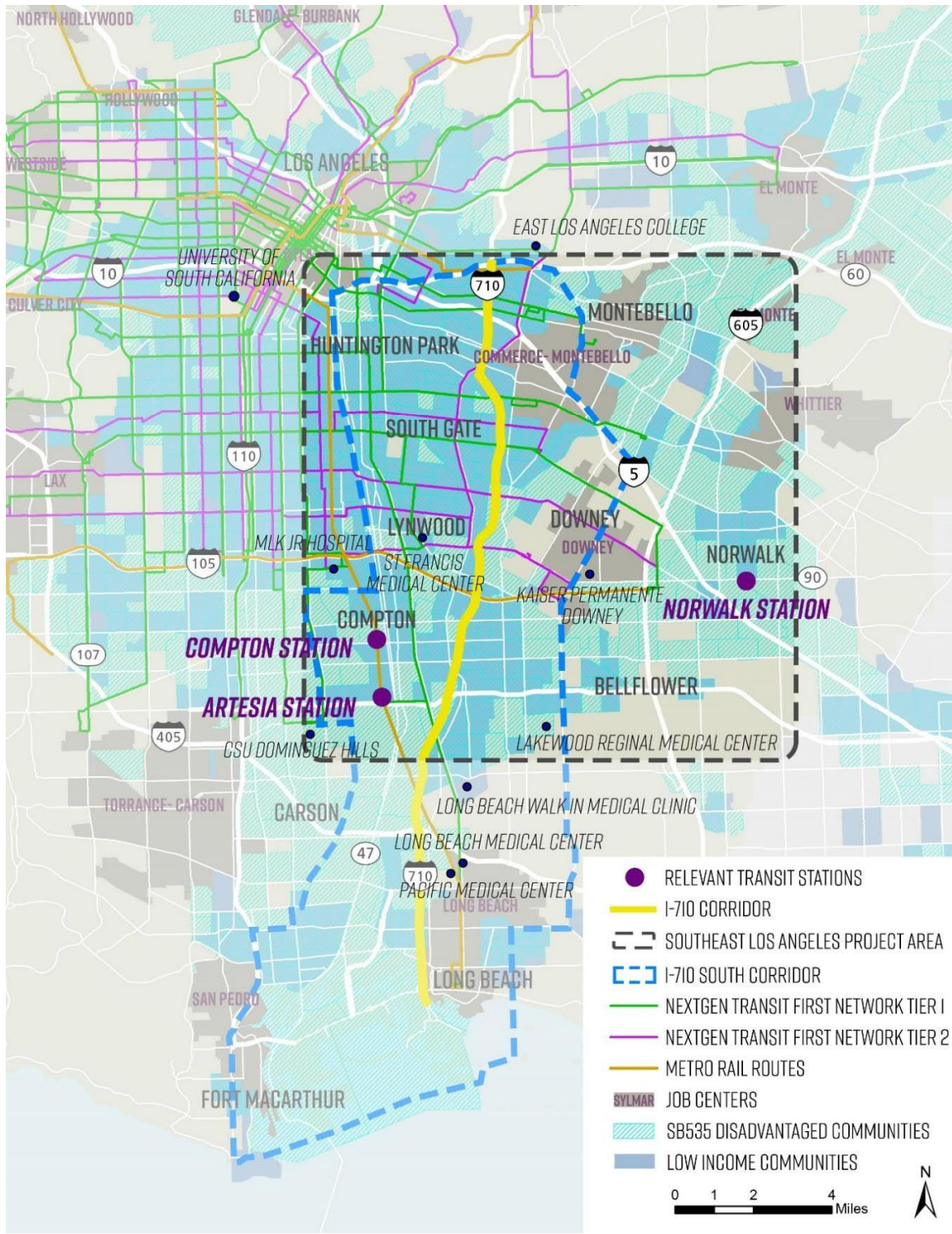
Project Limit/Footprint	District 7-Los Angeles County The Los Angeles County Metropolitan Transportation Authority (LA Metro) Southeast Los Angeles Transit Improvements Project (SELA TIP) area stretches across multiple high frequency LA Metro NextGen Tier 1 and 2 bus
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	line corridors throughout southeast Los Angeles County along the I-710 corridor (see Figure 1), a critical goods movement corridor that sustains the state's and nation's economies to the detriment of the corridor communities who have long suffered from health and mobility issues caused by growing congestion along and near the freeway. The exact locations of the waiting environment improvements will be determined in coordination with the Southeast Los Angeles cities where the corridors are located, based on bus stop existing conditions and needs.
Total Project Cost	\$31,130,000
Outputs	PPNO LP011A: Transit Signal Priority (TSP) at 114 intersections PPNO LP011B: 100 station improvements PPNO LP011C: 100 station improvements PPNO LP011D: 3 station improvements PPNO LP011E: 10 rail/transit equipment
Outcomes	See Attachment C
Environmental Determination or Document	Statutory Exemption (SE)

2. BACKGROUND

The I-710 South Corridor is a 19-mile stretch of the I-710 Freeway, from East Los Angeles in the north to the Ports of Long Beach and Los Angeles in the south (see Figure 2). Connecting the ports with shipping and warehousing facilities in Southern California, this corridor is a goods movement corridor of national significance, as 40% of all waterborne or containerized imports into the United States come through the Ports of Long Beach and Los Angeles, which have become California's and America's loading docks. Metro has been studying ways to relieve congestion and improve safety along the I-710 South Corridor for more than two decades.

Figure 2: Accessibility



Today, challenges along the I-710 South Corridor not only remain but continue in many ways to further deteriorate. The Ports are seeing record imports, and many of these products are being trucked out, on the I-710 Freeway, creating even more congestion along and near the freeway, further exacerbating safety issues and worsening air quality for communities throughout the corridor.

Of the 1.2 million people who live along the I-710 South Corridor, nearly 1 million, or 83 percent, identify as Black or Hispanic. These residents face some of the worst air quality anywhere in the country, as the corridor accounts for 20% of all particulate emissions in Southern California. The I-710 South is known as the “diesel death zone” owing to very high levels of diesel pollutants within a quarter mile either side of the freeway. These high levels of pollutants have been linked to health challenges including decreased lung function, asthma, increased lung and heart disease symptoms, and chronic bronchitis in communities along the corridor, which also face longstanding disparities in health and access to healthcare. In addition, these communities are identified as disadvantaged and low-income under the state’s definitions and as Metro-defined Equity Focus Communities (EFCs) which are communities in Los Angeles County with the highest concentration of low-income households; Black, Indigenous, and other People of Color (BIPOC) residents; and households with no access to a car.

Beginning in mid-2021, Metro staff initiated a new process to reimagine the corridor, convening a Task Force comprised of stakeholders representing labor, the ports, local elected leadership, goods movement industry, and community-based organizations to ensure community-centered mobility options are developed for all who live, work, and visit the area. The Task Force includes a Community Leadership Committee (CLC) to help inform future project direction and decision making and an Equity Working Group (EWG), which includes Task Force and CLC members, that meets regularly to ensure that all aspects of the Task Force’s work and recommendations consider historical and current inequities and discuss solutions and decisions to maximize equitable outcomes.

Over the course of one year, Metro and the 710 Task Force met nearly monthly to establish a Vision Statement, Guiding Principles, and Goals and initiated the process to identify multimodal strategies, projects, and programs for the corridor, see Figure 3. With leadership and support from the Task Force, CLC, and EWG, Metro engaged community-based organizations and corridor residents to identify mobility needs. The types and number of engagement strategies are shown in Figure 4. This effort included an I-710 South Corridor mapping tool and survey between August 2 to October 31, 2022. The mapping and survey results showed strong community desire for transit improvements. Of the nearly 1,000 map comments collected through the mapping tool, 15% of comments were related to transit improvements including requests to increase bus frequency and reliability, see figure 5. When asked what type of projects, programs, or improvements they would most like to see implemented in the corridor, 54% of survey respondents chose transit improvements, see Figure 6. Survey respondents further specified what types of transit improvements they desire. Improved frequencies to reduce waiting times at bus/rail stations and improved amenities such as lighting and shelters were the top two selections. The Project responds to the community identified needs just described. For this reason and to provide immediate benefits to the community while the work continues to identify longer term improvements for the corridor, Metro pursued LPP-C funds for the project.

Figure 3: Metro – Vision, Mission, and Goals



Figure 4: Community Engagement



Figure 5: I-710 Corridor Public Engagement

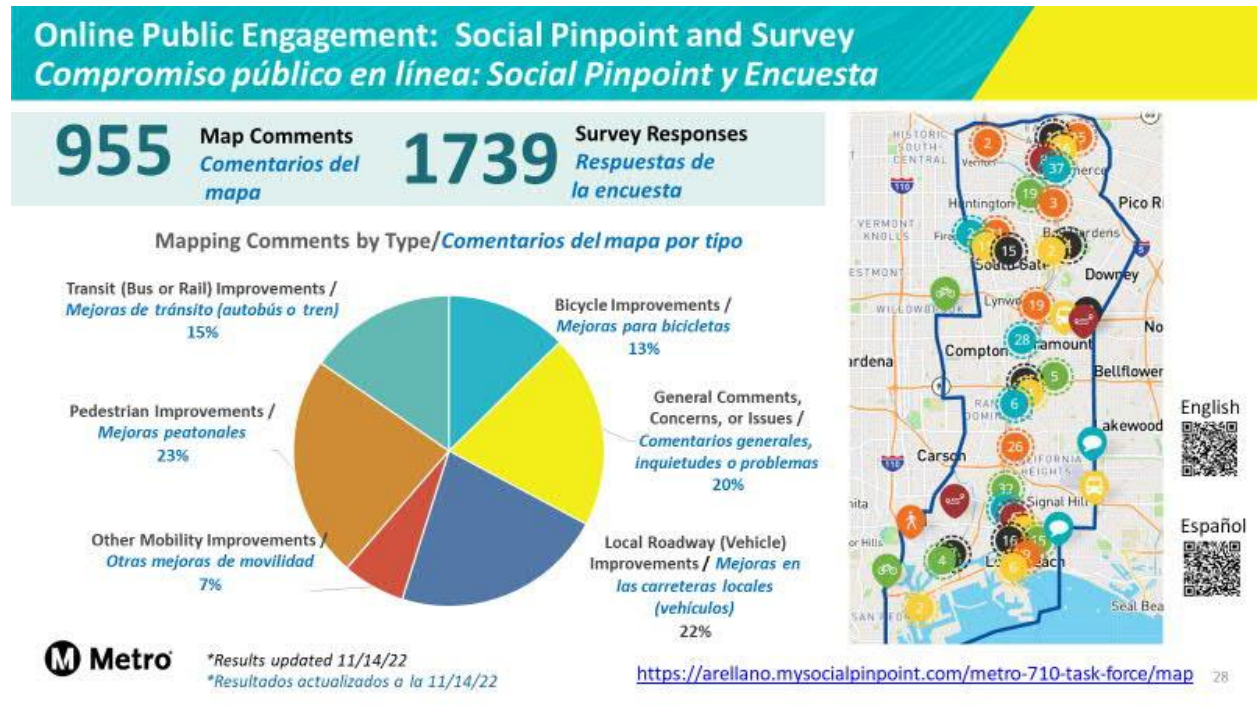
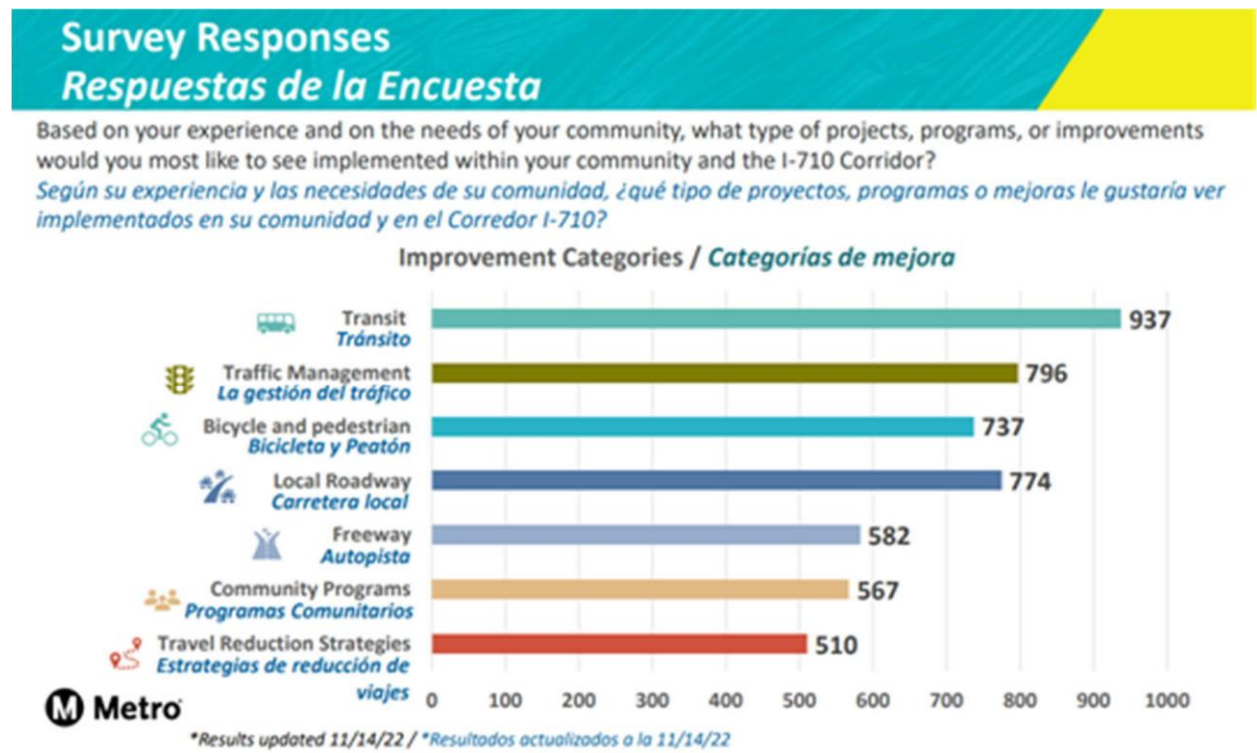


Figure 6: Survey Responses



With the LPP-C funds, LA Metro will improve transit service in the I-710 communities in southeast Los Angeles County through the implementation of speed, reliability, and customer experience improvements identified in Metro's NextGen Transit First Service Plan. These improvements include the following five elements:

PPNO LP011A: Transit Signal Priority

Metro will use a design-build contract for purchase, design, and installation of cloud-based transit signal priority (TSP) infrastructure on 114 intersections. TSP reduces trip time by shrinking dwell time at traffic signals for transit vehicles by extending green lights or shortening red lights, giving priority to transit vehicles approaching an intersection. The reduced dwell time contributes to faster and more reliable bus service, making travel times shorter and thereby making service more attractive to existing and potential new riders.

In LA County the coverage of TSP is incomplete, resulting in bus service that is more likely to be delayed in areas without TSP. Closing gaps in the TSP coverage network countywide contributes to more seamless operation of transit, speeding travel and offering more even distribution of transit benefits.

PPNO LP011B: Bus Shelters

Purchase and installation of 100 bus shelters plus real-time arrival electronic passenger information signs will be coordinated between Metro and various municipalities who are responsible for bus stops amenities within their jurisdiction. The same approach would apply for solar lighting at bus stops without shelters identified for this improvement due to lack of existing lighting. Multiple vendors may be involved in these purchases depending on existing arrangements. Municipalities may have for provision of bus shelters. Shelters at the busiest bus stops will provide protection from the elements when waiting for the bus. Realtime passenger information will provide riders with more confidence when making their trip and supports equity by reducing the need for a smartphone to view real-time bus arrival and departure information.

PPNO LP011C: Solar Light Upgrades

Purchase and installation of 100 solar-powered lighting upgrades at bus stops without shelters. Upgrades to solar lighting at other bus stops provide more reliable lighting during the evening to enhance the perception of safety.

PPNO LP011D: Terminal/Layover Improvements

Construction of civil works at the bus termini/layovers at the Norwalk, Artesia, and Compton Station mobility hubs to increase and improve bus boarding/alighting bays and layover areas and improve passenger amenities. The bus/terminal layover improvements will increase and improve bus boarding/alighting bays and layover areas and improve passenger amenities. These operational and customer experience enhancements will be made at three mobility hubs (at Norwalk, Compton, and Artesia Stations) that connect users to the Metro Bus and Rail network as well as to other transit systems serving the region. As buses run more frequently, there is greater demand at these mobility hubs for bus boarding and alighting bays, as well as layover areas for buses beginning or terminating routes. When layover areas reach capacity, buses may need to layover in areas intended for passenger drop off, forcing passengers to alight farther from their desired transfer point to other bus or Metro Rail service. The proposed operational improvements and passenger amenities at these mobility hubs will improve access to multimodal transportation. Waiting environment improvements will increase the attractiveness of transit by making the experience of riding the bus more comfortable, more convenient, and safer.

PPNO LP011E: Zero Emission Bus Charging Infrastructure

Purchase and installation of 10 ZEB charging masts to be installed at bus termini/layover areas at Norwalk, Artesia, or Compton Station mobility hubs. Metro would provide initial design concepts for these facilities. This Project makes a large investment in the reduction of GHG emissions through equipping transit terminals with ZEB charging equipment to help allow multiple transit lines to transition to zero emission battery electric bus operation on corridors that connect to the Metro A Line (Blue) and C Line (Green) light rail lines. This investment supports Metro's comprehensive program for serving clean, safe, and sustainable communities with world-class zero emission service by 2030, supporting those many residents of Southeast Los Angeles who rely on transit for their daily mobility.

Altogether, these improvements ensure that transit riders in the Project area have access to fast, reliable, and comfortable bus service with ease to make multimodal connections.

3. Purpose and NEED

As identified through community engagement efforts during the I-710 public engagement process, the current accessibility issues and concerns in the project area focus on transit service, including bus speed, reliability, and customer experience including improved bus frequency and amenities. The Project will address these issues by improving access to fast, reliable, and comfortable bus stations and service.

In recent years, the primary contributor to slow bus speeds and poor schedule reliability has been growing traffic congestion on city streets. This congestion reduces the quality of bus service and disproportionately impacts low-income people who depend on the bus to access jobs, healthcare, and other important destinations. During the development of the NextGen Bus Plan, the public clearly told Metro that speeding up buses and improving reliability is the single most important step Metro can take to retain and grow ridership, increase the carrying capacity of local roadways, and shift regional travel patterns toward more efficient modes. The resulting NextGen Bus Plan was adopted by the Metro Board in October 2020. The Plan includes improvements that would speed up buses, double the number of frequent Metro bus lines; provide more than 80% of current bus riders with 15-minute or better frequency (compared with 48% of riders previously); create an all-day, everyday frequent service; ensure a one-quarter mile walk to a bus stop for 99% of current riders; and create a more comfortable and safer waiting environment. Key components of the Plan have been implemented between December 2020 and December 2021, including establishing a set of bus service higher frequency tiers. Additional bus speed and reliability and passenger amenity improvements remain to be implemented, including TSP, as proposed in this project, to ensure that Southeast Los Angeles residents can reliably and comfortably access the Tier 1 and Tier 2 bus services they need to get to key destinations within and beyond the project area.

Access to Multimodal Choices. Also identified during community engagement efforts, were the issues and concerns in the project area call for improving the customer experience with improved bus frequency and amenities. The Project will provide access to higher-frequency and more reliable service, allowing more modal choices through: Transit Signal Priority (TSP), bus/terminal layover improvements, and waiting environment improvements. TSP reduces trip time by shrinking dwell time at traffic signals for transit vehicles by extending green lights giving priority to transit vehicles approaching a signalized intersection. The reduced dwell time contributes to faster and more reliable bus service, making travel times shorter and thereby making service more attractive to existing and potential new riders. The bus/terminal layover improvements will increase and improve bus boarding/alighting bays and layover areas and improve passenger amenities. These operational and

customer experience enhancements will be made at three mobility hubs (at Norwalk, Compton, and Artesia Stations) that connect users to the Metro Bus and Rail network as well as to other transit systems serving the region. As buses run more frequently, there is greater demand at these mobility hubs for bus boarding and alighting bays, as well as layover areas for buses beginning or terminating routes. When layover areas reach capacity, buses may need to layover in areas intended for passenger drop off, forcing passengers to alight farther from their desired transfer point to other bus or Metro Rail service. The proposed operational improvements and passenger amenities at these mobility hubs will improve access to multimodal transportation. Waiting environment improvements will increase the attractiveness of transit by making the experience of riding the bus more comfortable, more convenient, and safer. Shelters at the busiest bus stops will provide protection from the elements when waiting for the bus. Realtime passenger information will provide riders with more confidence when making their trip and supports equity by reducing the need for a smartphone to view real-time bus arrival and departure information. Upgrades to solar lighting at other bus stops provides more reliable lighting during the evening to enhance the perception of safety. Altogether, these improvements ensure that transit riders in the Project area have access to fast, reliable, and comfortable bus service with ease to make multimodal connections.

Gap Closure. In LA County the coverage of TSP is incomplete, resulting in bus service that is more likely to be delayed in areas without TSP. Closing gaps in the TSP coverage network countywide contributes to more seamless operation of transit, speeding travel and offering more even distribution of transit benefits.

Connectivity. By improving the speed, reliability, and customer experience of the bus network, the Project will enhance the connection experience at three key transit centers and improve the ability to connect to numerous employment centers, education, retail, medical, and residential locations throughout the project corridor and Los Angeles metropolitan area.

Air Quality and GHGs. The Project bus speed and reliability and passenger amenity improvements are expected to reduce greenhouse gas and vehicle emissions through investments in electric charging infrastructure to support the transition from conventional CNG vehicles to battery electric buses (BEB). Emissions reductions support state and regional climate goals of the Southern California Association of Governments (SCAG) 2020-2045 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) and state regulations including the September 2019 State Executive Order N-19-19.

The reduced emissions resulting from the shift from CNG to BEBs are specific to the on-route charging period assumed to be 15 minutes per bus per layover. With the project improvements the energy used to charge the buses is assumed to be sourced from the grid and will offset the equivalent requirements for CNG to support the same number of operating miles. As a result of transitioning from CNG to BEB, the carbon dioxide, nitrogen oxide, oxides, particulate matter, and volatile organic compounds emissions related to those equivalent miles of operation

Safety. Apart from roadway safety, Metro customers indicate that safety and security, including perceived safety, are crucial to the experience of using the bus and choosing to ride the bus among other travel options. Metro's study on How Women Travel indicates that women can feel less safe waiting for the bus than they do onboard. Through TSP, the Project will decrease wait times due to faster and more reliable transit service thereby limiting any unsafe experiences. In addition, the proposed customer experience passenger amenities will enhance passenger safety and security by providing new shelters and lighting at up to 100 locations each. This investment enhances safety and

security for those riders who travel in early morning and evening/late night hours throughout the Southeast Los Angeles region, and during periods of inclement weather conditions.

Due to lack of data availability for safety incidents at individual stops to be improved through this project, the safety benefits have not been quantified for this application. As such, no safety performance measures are proposed.

System Preservation. The Project will improve the operations of existing street infrastructure by increasing person throughput. Additionally, the speed improvements resulting from the TSP element of the Project will allow Metro and other transit operators to serve as many or more passengers with the same number of buses, increasing operational efficiency and improving utilization of existing resources. Current conditions on the transportation system will improve through the implementation of transit- preferential infrastructure. TSP will increase bus line average operating speeds, reducing travel times for users of all modes on the corridor but most importantly for bus riders. The resulting system will benefit from increased throughput of bus riders, as the increased operating speeds will make buses a more appealing mobility choice.

Transportation, Land Use, and Housing Goals. SCAG's RTP/SCS, Connect SoCal, includes several goals including:

1. Improve mobility, accessibility, reliability, and travel safety for people and goods
2. Enhance the preservation, security, and resilience of the regional transportation system
3. Increase person and goods movement and travel choices within the transportation system
4. Reduce greenhouse gas emissions and improve air quality
5. Leverage new transportation technologies and data-driven solutions that result in more efficient travel

The Project advances these Connect SoCal goals by implementing the plan's recommended Sustainable Communities Strategies and Transportation Strategies and does so in Priority Growth Areas which the plan identifies as locations where the plan's proposed strategies can be fully realized to accelerate progress towards regional goals.

One of the Sustainable Communities Strategies from Connect SoCal is to Focus Growth Near Destinations and Mobility Options. The Project implements this strategy by making speed, reliability, and customer experience improvements that will encourage the use of transportation options that reduce the reliance on and number of solo car trips. Improving the bus network in the Southeast Los Angeles region will provide a high-quality mobility option that is able to serve growth. Another strategy is to Leverage Technology Innovations. The Project implements this strategy with the ZEB charging masts and cloud-based TSP. The ZEB charging masts supports eventual full fleet transition to ZEBs by ensuring reliable on-route fueling opportunities. TSP is transit infrastructure that enables priority for low emission modes such as bus.

One of the Transportation Strategies from Connect SoCal is to Preserve and Optimize Our Current System. The Project implements this strategy by improving bus speed and reliability through TSP. Without adding additional revenue service hours, Metro will be able to serve more riders faster due to reduced bus dwell times enabled by TSP.

The Project implements these strategies in Priority Growth Areas which are typically the dense mixed residential and commercial uses along the Tier 1 and 2 network in Southeast Los Angeles where Project improvements are proposed. The dense and intense development patterns of Priority Growth

Areas are made viable by the availability of high-quality transit such as Metro's bus system. They also offer a high proportion of affordable housing and employment opportunities that demand equitable access. Priority Growth Areas include Livable Corridors and High-Quality Transit Areas.

Livable Corridors are major roads that feature a mix of housing and commercial development. The proposed set of speed and reliability improvements to Metro's and other bus systems similarly support the Livable Corridors strategy, which encourages local jurisdictions to plan and zone for increased density at nodes along key corridors. A key component of the Livable Corridors strategy is Transit Improvements on "corridors that have been identified as candidates for onstreet, dedicated lane Bus Rapid Transit (BRT) or semi-dedicated "BRT-lite" transit. Other corridors have the potential to support features that improve the user experience and bus performance, including enhanced bus shelters, real-time travel information, off-bus ticketing, all-door boarding and longer distances between stops to increase speeds." All elements of the Project advance the Livable Corridors Strategy.

High Quality Transit Areas (HQTAs) are corridor-focused Priority Growth Areas within one half mile of an existing or planned fixed guideway transit stop or a bus transit corridor where buses pick up passengers at a frequency of every 15 minutes (or less) during peak commuting hours. HQTAs are places where vibrant Transit Oriented Development can be realized and are a cornerstone of land use planning best practice in the SCAG region.

HQTAs represent under 3 percent of the region's acreage but are projected to be home to over 51 percent of new households between 2016 and 2045. Infrastructure investments such as this Project that support walkable, compact communities that integrate land use and transportation planning for a better functioning-built environment are essential within HQTAs. SCAG also calls for investment in Transit Backbones - major corridors at the center of transit-oriented communities. Transit oriented communities concentrate on housing density and intensity, putting people closer to jobs and to transit, thereby diminishing reliance on the car. The Project will make such communities more viable.

Vehicle-Miles Traveled. The improvements in bus service travel time and improvements to waiting areas are expected to help attract new riders by being more time competitive, safe, and comfortable. These improvements will encourage riders to choose transit thereby reducing vehicle miles traveled. However, this application did not monetize any VMT reduction, and is not proposing a VMT performance measure.

4. ENVIRONMENTAL CLEARANCE DESCRIPTION (attach full environmental documents. See Section 12. Attachments)

The environmental document is a Statutory Exemption (SE) and was completed on December 28, 2023. The Notice of Exemption (NOE) is included as Attachment A.

5. CONSIDERATIONS REQUIRING DISCUSSION (if not applicable, state N/A and justification)

5A. Hazardous Waste

There are no known or recorded uses that would lead to knowledge of hazardous waste being encountered.

5B. Value Analysis

No formal value analysis was completed for this project.

5C. Resource Conservation

There are no plans.

5D. Right-of-Way Issues

There is no Right-of-Way phase proposed, as all Right-of-Way is within Metro's, Caltrans, or City jurisdictions existing Right-of-Way and no additional acquisition is required.

5E. Environmental Compliance

As noted above, the project has been determined to be exempt. Below are the reasons why the project is exempt:

The Project falls within the provisions of Senate Bill [SB] 922 Exemption-added January 1, 2023) which establishes statutory exemptions (SEs) from its provisions for certain types of projects. The Project improvements fall within the exemptions described in Public Resources Code Section 21080.25(a)(11) "Transit prioritization projects". A Notice of Exemption for the project has been filed with the Los Angeles County Registrar's Office.

5F. Air Quality Conformity

No. The project is exempt.

5G. Title VI Considerations

The implementing agency adheres to Title VI in its procurement practices.

5H. Noise Abatement Decision Report

No. No noise impacts are anticipated as a result of this project.

6. FUNDING, PROGRAMMING AND ESTIMATE

Funding

The table below presents the overall project's funding for all phases in year of expenditure. For the TSP element of the project which will be delivered using the design-build method, the cost for design and construction (PSE and CON) are combined in construction.

Phase	Fiscal Year of Allocation	Amount (\$000s)	Funding Source	Committed or Uncommitted
PAED	n/a	\$ -	n/a	n/a
PSE	FY 25	Included in CON	n/a	n/a
ROW	n/a	\$ -	n/a	n/a
CON	FY 25	\$ 16,630	Local (Match)	Committed
	FY 25	\$ 14,500	LPP-C	Committed
TOTAL		\$ 31,130		

The Project will leverage above the required 1:1 match by providing \$16,630,000 in local funds – a 53.4% match. Specifically, Metro will allocate the funding as follows:

District 7 – Los Angeles County
Planning Program Number (PPNO): LP011A, LP011B, LP011C, LP011D, LP011E,
Local Partnership Program - Competitive (LPP-C)
April 2024

Project	Project Description	Total Project Cost	LPP-C	Local (Match)	Comment
LP011A	Transit Signal Priority	\$ 6,630	\$ -	\$ 6,630	No LPP-C
LP011B	Bus Shelters	\$ 6,000	\$ 3,000	\$ 3,000	1:1 match
LP011C	Solar Light Upgrades	\$ 500	\$ 250	\$ 250	1:1 match
LP011D	Terminal/Layover Improvements	\$ 8,000	\$ 4,000	\$ 4,000	1:1 match
LP011E	Zero Emission Bus Charging Infrastructure	\$ 10,000	\$ 7,250	\$ 2,750	Non-Proportional Spending
Totals (\$)		\$ 31,130	\$ 14,500	\$ 16,630	
Totals (%)		100.0%	46.6%	53.4%	

Amounts above are in 000s

Cost Overruns. Metro has a long history of successful delivery of State-funded Projects. We have a breadth of experience in handling major infrastructure Projects of this scale, and larger. We have the resources and expertise to deliver this Project using the awarded state funds. We are committed to using our own resources if necessary to address any cost overruns in accordance with LPP Guidelines.

Contracts. The project will be delivered across five contracts, one per functional element, requiring separate allocations of construction funds. One exception is the TSP element which will not be delivered using any of the requested LPP-C funds so will not require a construction allocation.

Federal Discretionary Grant Funds. There has been no commitment of nor application for federal discretionary grant funds at the time of this baseline agreement.

District 7 – Los Angeles County
Planning Program Number (PPNO): LP011A, LP011B, LP011C, LP011D, LP011E,
Local Partnership Program - Competitive (LPP-C)
April 2024

Programming
Total Project

Fund #1	Local Funds - Local Transportation Funds							
Phase	Prior	23/24	24/25	25/26	26/27	27/28	28/29	Total
PAED	-	-	-	-	-	-	-	\$ -
PS&E	-	-	-	-	-	-	-	\$ -
ROW	-	-	-	-	-	-	-	\$ -
CON	-	-	16,630,000	-	-	-	-	\$ 16,630,000
Total	\$ -	\$ -	\$ 16,630,000	\$ -	\$ -	\$ -	\$ -	\$ 16,630,000
Fund #2	LPP-C							
Phase	Prior	23/24	24/25	25/26	26/27	27/28	28/29	Total
PAED	-	-	-	-	-	-	-	\$ -
PS&E	-	-	-	-	-	-	-	\$ -
ROW	-	-	-	-	-	-	-	\$ -
CON	-	-	14,500,000	-	-	-	-	\$ 14,500,000
Total	\$ -	\$ -	\$ 14,500,000	\$ -	\$ -	\$ -	\$ -	\$ 14,500,000
							Total Project	\$ 31,130,000

PPNO LP011A: Transit Signal Priority

Fund #1	Local Funds - Local Transportation Funds							
Phase	Prior	23/24	24/25	25/26	26/27	27/28	28/29	Total
PAED	-	-	-	-	-	-	-	\$ -
PS&E	-	-	-	-	-	-	-	\$ -
ROW	-	-	-	-	-	-	-	\$ -
CON	-	-	6,630,000	-	-	-	-	\$ 6,630,000
Total	\$ -	\$ -	\$ 6,630,000	\$ -	\$ -	\$ -	\$ -	\$ 6,630,000
Fund #2	LPP-C							
Phase	Prior	23/24	24/25	25/26	26/27	27/28	28/29	Total
PAED	-	-	-	-	-	-	-	\$ -
PS&E	-	-	-	-	-	-	-	\$ -
ROW	-	-	-	-	-	-	-	\$ -
CON	-	-	-	-	-	-	-	\$ -
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
							Project Component Total	\$ 6,630,000

District 7 – Los Angeles County
Planning Program Number (PPNO): LP011A, LP011B, LP011C, LP011D, LP011E,
Local Partnership Program - Competitive (LPP-C)
April 2024

PPNO LP011B: Bus Shelters

Fund #1	Local Funds - Local Transportation Funds							
Phase	Prior	23/24	24/25	25/26	26/27	27/28	28/29	Total
PAED	-	-	-	-	-	-	-	\$ -
PS&E	-	-	-	-	-	-	-	\$ -
ROW	-	-	-	-	-	-	-	\$ -
CON	-	-	3,000,000	-	-	-	-	\$ 3,000,000
Total	\$ -	\$ -	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000
Fund #2	LPP-C							
Phase	Prior	23/24	24/25	25/26	26/27	27/28	28/29	Total
PAED	-	-	-	-	-	-	-	\$ -
PS&E	-	-	-	-	-	-	-	\$ -
ROW	-	-	-	-	-	-	-	\$ -
CON	-	-	3,000,000	-	-	-	-	\$ 3,000,000
Total	\$ -	\$ -	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000
Project Component Total								\$ 6,000,000

PPNO LP011C: Solar Light Upgrades

Fund #1	Local Funds - Local Transportation Funds							
Phase	Prior	23/24	24/25	25/26	26/27	27/28	28/29	Total
PAED	-	-	-	-	-	-	-	\$ -
PS&E	-	-	-	-	-	-	-	\$ -
ROW	-	-	-	-	-	-	-	\$ -
CON	-	-	250,000	-	-	-	-	\$ 250,000
Total	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
Fund #2	LPP-C							
Phase	Prior	23/24	24/25	25/26	26/27	27/28	28/29	Total
PAED	-	-	-	-	-	-	-	\$ -
PS&E	-	-	-	-	-	-	-	\$ -
ROW	-	-	-	-	-	-	-	\$ -
CON	-	-	250,000	-	-	-	-	\$ 250,000
Total	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
Project Component Total								\$ 500,000

District 7 – Los Angeles County
Planning Program Number (PPNO): LP011A, LP011B, LP011C, LP011D, LP011E,
Local Partnership Program - Competitive (LPP-C)
April 2024

PPNO LP011D: Termini/Layover Improvements

Fund #1	Local Funds - Local Transportation Funds							
Phase	Prior	23/24	24/25	25/26	26/27	27/28	28/29	Total
PAED	-	-	-	-	-	-	-	\$ -
PS&E	-	-	-	-	-	-	-	\$ -
ROW	-	-	-	-	-	-	-	\$ -
CON	-	-	4,000,000	-	-	-	-	\$ 4,000,000
Total	\$ -	\$ -	\$ 4,000,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000
Fund #2	LPP-C							
Phase	Prior	23/24	24/25	25/26	26/27	27/28	28/29	Total
PAED	-	-	-	-	-	-	-	\$ -
PS&E	-	-	-	-	-	-	-	\$ -
ROW	-	-	-	-	-	-	-	\$ -
CON	-	-	4,000,000	-	-	-	-	\$ 4,000,000
Total	\$ -	\$ -	\$ 4,000,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000
							Project Component Total	\$ 8,000,000

PPNO LP011E: Zero Emission Bus Charging Infrastructure

Fund #1	Local Funds - Local Transportation Funds							
Phase	Prior	23/24	24/25	25/26	26/27	27/28	28/29	Total
PAED	-	-	-	-	-	-	-	\$ -
PS&E	-	-	-	-	-	-	-	\$ -
ROW	-	-	-	-	-	-	-	\$ -
CON	-	-	2,750,000	-	-	-	-	\$ 2,750,000
Total	\$ -	\$ -	\$ 2,750,000	\$ -	\$ -	\$ -	\$ -	\$ 2,750,000
Fund #2	LPP-C							
Phase	Prior	23/24	24/25	25/26	26/27	27/28	28/29	Total
PAED	-	-	-	-	-	-	-	\$ -
PS&E	-	-	-	-	-	-	-	\$ -
ROW	-	-	-	-	-	-	-	\$ -
CON	-	-	7,250,000	-	-	-	-	\$ 7,250,000
Total	\$ -	\$ -	\$ 7,250,000	\$ -	\$ -	\$ -	\$ -	\$ 7,250,000
							Project Component Total	\$ 10,000,000

7. DELIVERY SCHEDULE

PPNO LP011A: Transit Signal Priority

Project Milestone	Milestone Designation (Target/Actual)	Approved (per Application)
Project Study Report Approved		
Begin Environmental (PA&ED) Phase	Target	6/1/2023
Circulate Draft Environmental Document	Target	6/1/2023
Draft Project Report	Target	6/1/2023
End Environmental Phase (PA&ED Milestone)	Target	7/1/2023
Begin Design (PS&E) Phase	Target	12/1/2024
End Design Phase (Ready to List for Advertisement Milestone)	Target	6/1/2026
Begin Right of Way Phase	Target	11/1/2024
End Right of Way Phase (Right of Way Certification Milestone)	Target	11/30/2024
Begin Construction Phase (Contract Award Milestone)	Target	7/1/2026
End Construction Phase (Construction Contract Acceptance Milestone)	Target	12/1/2027
Begin Closeout Phase	Target	1/1/2028
End Closeout Phase (Closeout Report)	Target	6/1/2028

PPNO LP011B: Bus Shelters

Project Milestone	Milestone Designation (Target/Actual)	Approved (per Application)
Project Study Report Approved		
Begin Environmental (PA&ED) Phase	Target	6/1/2023
Circulate Draft Environmental Document	Target	6/1/2023
Draft Project Report	Target	6/1/2023
End Environmental Phase (PA&ED Milestone)	Target	7/1/2023
Begin Design (PS&E) Phase	Target	7/2/2023
End Design Phase (Ready to List for Advertisement Milestone)	Target	1/31/2025
Begin Right of Way Phase	Target	7/2/2023
End Right of Way Phase (Right of Way Certification Milestone)	Target	1/31/2025
Begin Construction Phase (Contract Award Milestone)	Target	4/1/2025
End Construction Phase (Construction Contract Acceptance Milestone)	Target	9/1/2027
Begin Closeout Phase	Target	9/2/2027
End Closeout Phase (Closeout Report)	Target	2/28/2028

District 7 – Los Angeles County
Planning Program Number (PPNO): LP011A, LP011B, LP011C, LP011D, LP011E,
Local Partnership Program - Competitive (LPP-C)
April 2024

PPNO LP011C: Solar Light Upgrades

Project Milestone	Milestone Designation (Target/Actual)	Approved (per Application)
Project Study Report Approved		
Begin Environmental (PA&ED) Phase	Target	6/1/2023
Circulate Draft Environmental Document	Target	6/1/2023
Draft Project Report	Target	6/1/2023
End Environmental Phase (PA&ED Milestone)	Target	7/1/2023
Begin Design (PS&E) Phase	Target	7/2/2023
End Design Phase (Ready to List for Advertisement Milestone)	Target	8/2/2024
Begin Right of Way Phase	Target	7/2/2023
End Right of Way Phase (Right of Way Certification Milestone)	Target	8/2/2024
Begin Construction Phase (Contract Award Milestone)	Target	12/1/2024
End Construction Phase (Construction Contract Acceptance Milestone)	Target	6/30/2026
Begin Closeout Phase	Target	7/1/2026
End Closeout Phase (Closeout Report)	Target	12/31/2026

PPNO LP011D: Termini/Layover Improvements

Project Milestone	Milestone Designation (Target/Actual)	Approved (per Application)
Project Study Report Approved		
Begin Environmental (PA&ED) Phase	Target	6/1/2023
Circulate Draft Environmental Document	Target	6/1/2023
Draft Project Report	Target	6/1/2023
End Environmental Phase (PA&ED Milestone)	Target	12/1/2023
Begin Design (PS&E) Phase	Target	1/1/2024
End Design Phase (Ready to List for Advertisement Milestone)	Target	1/1/2025
Begin Right of Way Phase	Target	1/1/2024
End Right of Way Phase (Right of Way Certification Milestone)	Target	1/1/2025
Begin Construction Phase (Contract Award Milestone)	Target	6/30/2025
End Construction Phase (Construction Contract Acceptance Milestone)	Target	12/30/2026
Begin Closeout Phase	Target	1/1/2027
End Closeout Phase (Closeout Report)	Target	6/1/2027

PPNO LP011E: Zero Emission Bus Charging Infrastructure

Project Milestone	Milestone Designation (Target/Actual)	Approved (per Application)
Project Study Report Approved		
Begin Environmental (PA&ED) Phase	Target	6/1/2023
Circulate Draft Environmental Document	Target	6/1/2023
Draft Project Report	Target	6/1/2023
End Environmental Phase (PA&ED Milestone)	Target	12/1/2023
Begin Design (PS&E) Phase	Target	1/1/2024
End Design Phase (Ready to List for Advertisement Milestone)	Target	1/1/2025
Begin Right of Way Phase	Target	1/1/2024
End Right of Way Phase (Right of Way Certification Milestone)	Target	1/1/2025
Begin Construction Phase (Contract Award Milestone)	Target	6/30/2025
End Construction Phase (Construction Contract Acceptance Milestone)	Target	12/30/2026
Begin Closeout Phase	Target	1/1/2027
End Closeout Phase (Closeout Report)	Target	6/1/2027

8. RISKS

Schedule/Schedule Risks

The Project is ready to move forward. Metro understands that all major transportation capital projects include a level of risk and takes pride in fully assessing and addressing any potential risks associated with its projects before it begins construction. Metro also understands the reporting requirements and financial best practices associated with state grant funding. Furthermore, Metro has its own significant financial stake in the Project and has taken necessary precautions to ensure that it is completed on time and within budget.

There are no risks delivering the Project associated with right-of-way, as no acquisitions are required for the Project. There is potential for schedule delay if coordination with municipalities on the location of bus shelter and amenity improvements is prolonged. There is also potential for schedule delay if coordination with Caltrans is prolonged for the terminal/layover improvements at Norwalk Station mobility hub (which resides on Caltrans property). However, these risks can be mitigated as Metro has extensive experience delivering these kinds of projects and has a good working relationship with the various municipalities that will be involved in the implementation of all aspects of the Project involving infrastructure on Southeast Los Angeles streets, as well as Caltrans.

Other Potential Risks

Metro has a long history of successful delivery of State-funded Projects. The agency has a breadth of experience in handling major infrastructure projects of this scale, and larger. We have the resources and expertise to deliver this Project using the awarded state funds.

9. EXTERNAL AGENCY COORDINATION (anticipated agreements)

The exact locations of the waiting environment improvements will be determined in coordination with the Southeast Los Angeles cities where the corridors are located, based on bus stop existing conditions and needs.

The terminal/layover at Norwalk Station mobility hub is on Caltrans right-of-way. Metro will cooperate with Caltrans on implementation of this element of the project.

10. ADDITIONAL INFORMATION

No additional project specific information has been identified.

11. ATTACHMENTS (Number of Pages)

List attachments with the number of pages, such as:

- A. Approved Environmental Document (54)
- B. Engineers Estimate (1)
- C. Outcomes (1)
- D. Programming Document (9)
- E. Performance Metrics (3)

Notice of Exemption

Appendix E

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk

County of: Los Angeles

12400 Imperial Highway

Norwalk, CA 90650

From: (Public Agency): Los Angeles County
Metropolitan Transportation Authority
One Gateway Plaza, Los Angeles, CA 90012

(Address)

Project Title: Southeast Los Angeles Transit Improvements Project (SELA TIP)

Project Applicant: Los Angeles County Metropolitan Transportation Authority (Metro)

Project Location - Specific:

Along the 710 South Corridor, within the Cities of Norwalk, Artesia, and Compton.

Project Location - City: Norwalk, Artesia, and Compton, Los Angeles Project Location - County: Los Angeles

Description of Nature, Purpose and Beneficiaries of Project:

Metro is proposing the Southeast Los Angeles Transit Improvements Project (SELA TIP). This project would provide the following: installation of cloud-based TSP infrastructure, installation of bus shelters plus real-time electronic passenger information signs, installation of solar-powered lighting upgrades at bus stops without shelters, installation of zero-emission bus charging masts at bus terminus/layover areas at Norwalk, Artesia, and Compton Station mobility hubs, an increase and improved bus boarding/alighting bays and layover areas and improved passenger amenities at the Norwalk, Artesia, and Compton Station, and Zero Emission Bus (ZEB) charging stations and terminal/layover improvements.

Name of Public Agency Approving Project: Los Angeles County Metropolitan Transportation Authority

Name of Person or Agency Carrying Out Project: Los Angeles County Metropolitan Transportation Authority

Exempt Status: (check one):

- ☐ Ministerial (Sec. 21080(b)(1); 15268);
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- ☐ Categorical Exemption. State type and section number: _____
- ☒ Statutory Exemptions. State code number: Public Resources Code Sections 21080.25(a)(11)

Reasons why project is exempt:

The Project falls within the provisions of Senate Bill [SB] 922 Exemption—added January 1, 2023) which establishes statutory exemptions (SEs) from its provisions for certain types of projects. The Project improvements fall within the exemptions described in Public Resources Code Section 21080.25(a)(11) "Transit prioritization projects".

Lead Agency

Contact Person: Tom Kefalas

Area Code/Telephone/Extension: (213)418-3370

If filed by applicant:

1. Attach certified document of exemption finding.

2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: [Signature] Date: 11/27/23 Title: CO, EST

Signed by Lead Agency

Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

THIS NOTICE WAS POSTED

ON November 28 2023

UNTIL December 28 2023

REGISTRAR—RECORDER/COUNTY CLERK

2023 254709



FILED

Nov 28 2023

Revised 2011

Dean C. Logan, Registrar—Recorder/County Clerk

Electronically signed by HEIDI VALTIERRA

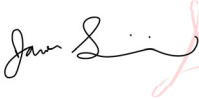
This is a true and certified copy of the record
if it bears the seal, imprinted in purple ink,
of the Registrar-Recorder/County Clerk

NOV 28 2023

Deane C. Lozen REGISTRAR-RECORDER/COUNTY CLERK
LOS ANGELES COUNTY, CALIFORNIA



Engineer's Estimate										
Project Information:										
Agency: Los Angeles County Metropolitan Transportation Authority						Date: 4/23/2024				
Project Description: Southeast Los Angeles Transit Improvements Project (SELA TIP) - Transit Signal Priority (TSP) only										
Project Location: Multiple Metro NextGen Tier One and Tier Two bus line corridors throughout southeast Los Angeles County along the I-710 corridor.										
Licensed Engineer in responsible charge of preparing or reviewing this PSR-Equivalent Cost Estimate: James Shahamiri						License #: C79119		Expiration: 3/31/2026		
Engineer's Estimate and Cost Breakdown:										
Project Component Costs:					Cost Breakdown					
					LPP-C Eligible Costs/Items		LPP-C Ineligible Costs/Items			
Item No.	Item	Quantity	Unit Cost	Total Item Cost	%	\$	%	\$		
Metro Labor										
1	Transit Signal Priority (TSP)	1	\$ -	\$ -	0.0%	\$ -	100.0%	\$ -		
Non-Metro Labor (i.e. Services/Materials/Equipment/Supplies/etc.)										
1	Transit Signal Priority (TSP)	1	\$ 6,630,000	\$ 6,630,000	0.0%	\$ -	100.0%	\$ 6,630,000		
Total Project Component Cost:				\$ 6,630,000		\$ -		\$ 6,630,000		



Digitally signed by James Shahamiri
Date: 2024.04.23 13:22:52 -07'00'

ENGINEER'S SIGNATURE

DATE

Environmental Benefits

The Project bus speed and reliability and passenger amenity improvements are expected to reduce greenhouse gas and vehicle emissions through investments in electric charging infrastructure to support the transition from conventional CNG vehicles to battery electric buses (BEB). Emissions reductions support state and regional climate goals of the Southern California Association of Governments (SCAG) 2020-2045 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) and state regulations including the September 2019 State Executive Order N-19-19.

The reduced emissions resulting from the shift from CNG to BEBs are specific to the on-route charging period assumed to be 15 minutes per bus per layover. With the project improvements the energy used to charge the buses is assumed to be sourced from the grid and will offset the equivalent requirements for CNG to support the same number of operating miles. As a result of transitioning from CNG to BEB, the carbon dioxide, nitrogen oxide, oxides, particulate matter, and volatile organic compounds emissions related to those equivalent miles of operation (see table below).

Measure	Metric	Project Type	Build	Future No Build	Change	Increase/Decrease
Air Quality and Greenhouse Gases	Particulate Matter (PM 10, incl PM 2.5)	All	5.36	5.64	(0.3)	decrease
	Carbon Dioxide (CO2)		4,113	71,030	(66,917)	decrease
	Volatile Organic Compounds (VOC)		-	2.63	(2.6)	decrease
	Sulphur Oxides (SOx)		-	0.51	(0.5)	decrease
	Carbon Monoxide (CO)		-	1,102	(1,102)	decrease
	Nitrogen Oxides (NOx)		-	7.13	(7.1)	decrease

Benefit Cost Analysis

The SELA TIP is expected to generate \$184.0 M in undiscounted 2021-dollar benefits from 2026 through 2045, inclusive of the offsetting net increases in rehabilitation and replacement (R&R) costs. At a 4 percent real discount rate, these total benefits are \$105.1 M. The key benefits of the SELA TIP Project are derived from transit signal prioritization, waiting environment improvements, including covered bus-stops and real-time arrival information, and supporting the transition of LA Metro's bus fleet from CNG to zero-emissions BEBs through installation of ZEB charging masts. Primary benefits include travel time savings, improved quality of stations and direct user benefits and the reduction in vehicle fueling costs as well reductions in vehicle emissions and upstream greenhouse gas emissions with the transition to a cleaner fuel source. Overall, the project benefits are anticipated to exceed the project costs. This leads to an overall project discounted Net Present Value of \$81.1 M and a Benefit Cost Ratio (BCR) of 4.37.

Benefit Cost Analysis Variable	VALUES (IN DISCOUNTED 2021 DOLLARS)
Travel Time Savings – Transit (in-vehicle)	\$36,145,793
Travel Time Savings - Bus Drivers	\$26,283,803
Emissions - NOX	\$286,755
Emissions - PM10	\$90,970
Emissions - VOC	\$6,560
Emissions - CO2	\$2,439,015
Emissions - SO	\$63,575
Emissions - CO	\$123,805
Facility Improvements - Bus Stop	\$35,286,687
Total General Benefits	\$100,726,963
Residual Value	\$3,809,985
Net Operating & Maintenance Costs	\$5,301,279
Net Repair & Replacement Costs	(\$4,743,705)
Total Cost Related Benefits	\$4,367,559
Total Benefits	\$105,094,522
Total Capital Costs	\$24,028,245
Benefit Cost Ratio	4.37

Memorandum

To: CHAIR AND COMMISSIONERS

CTC Meeting: June 28-29, 2023

From: TANISHA TAYLOR, Interim Executive Director

Reference Number: 4.6, Action

Prepared By: Leishara Ward
Associate Deputy Director

Published Date: June 16, 2023

Subject: 2022 Local Partnership Competitive Program Adoption – Program of Projects,
Resolution G-23-47

Recommendation:

Staff recommends the California Transportation Commission (Commission) adopt the 2022 Local Partnership Competitive Program, as presented in Attachment B and consistent with the Resolution G-23-47 (Attachment A).

Issue:

The Commission established the 2022 Local Partnership Competitive Program as a two-year, \$144 million program across fiscal years 2023-24 through 2024-25. The 2022 Local Partnership Competitive Program proposes 11 projects for a total of \$142,453,000 in funding with a combined total project cost of approximately \$610 million.

The 2020 Local Partnership Competitive Program was over-programmed by \$25,800,000. It received redistributed set-aside Incentive funds totaling \$12,000,000 for fiscal years 2020-21 and 2021-22, leaving a remaining over-programmed amount of \$13,800,000. The 2020 Local Partnership Competitive Program over-programming amount will be deducted from the 2022 Local Partnership Competitive Program, leaving a balance of \$130,200,000 for the 2022 Local Partnership Competitive Program. Staff anticipates that the redistribution of \$6,000,000 from set-aside Incentive funds from fiscal year 2022-23 will be redistributed in August 2023 and increase the available funding capacity for the 2022 Local Partnership Competitive Program to the final amount of \$136,200,000.

Therefore, the recommended 2022 Program of Projects includes an over-programmed amount of \$6,253,000, to be funded with future unused Incentive funds that are set-aside each fiscal year, if available or project cost savings generated over the two-year program. The anticipated, unused Incentive funding available for fiscal year 2023-24 is \$8,000,000, which could be redistributed to the 2022 Local Partnership Competitive Program in August 2024. Any remaining over-programmed amount by the end of fiscal year 2024-25 will be deducted from the Local Partnership Competitive Program in the subsequent programming cycle.

The recommended Program of Projects includes a variety of project types that collectively will enhance and maintain roadways, including: the construction of a roundabout and replacement of a highway interchange; construction of active transportation and complete street improvements; construction of bridge improvements; improvements to bus and rail public transit; implementation of traffic management system enhancements; and rehabilitation of local road infrastructure.

The recommended Program of Projects was posted on the Commission's website on June 8, 2023, and is included in the book item as Attachment B.

Development of Staff Recommendations

The Commission received 37 project nominations seeking a total of \$560.3 million in 2022 Local Partnership Competitive Program funds.

Evaluation teams consisting of Commission and Caltrans staff reviewed project nominations based on the screening and evaluation criteria set forth in the Commission's adopted 2022 Local Partnership Competitive Program Guidelines. In addition, applications were reviewed by the Department of Housing and Community Development staff for the Transportation, Land Use and Housing criteria, as well as members of the Interagency Equity Advisory Committee for the Community Engagement evaluation criteria. Due to the competitive nature of this program, staff evaluations were limited to documentation submitted with the application package including the required performance metrics outlined in the program guidelines.

The 11 projects recommended in the Program of Projects were determined to best address the criteria outlined in the guidelines and are anticipated to provide the following benefits:

- Reduce thousands of vehicle miles traveled
- Reduce thousands of tons of greenhouse gas emissions
- Save person-hours of travel time
- Create nearly 10,000 thousand jobs

The projects proposed for funding meet the following program requirements: the nominating agencies have established eligibility with either a voter-approved tax, toll or fee, or an imposed fee within their jurisdiction that solely dedicates revenue to transportation; the fund request is for construction in an eligible fiscal year; each project's construction phase has a full funding commitment, including any potential cost increases. All applications were organized into eligibility types (voter-approved tax, toll, or fee or imposed fee) and population categories pursuant to the 2022 Local Partnership Competitive Guidelines. The recommended Program of Projects resembles a similar proportion of these types and categories when compared to all projects submitted.

Projects not recommended for funding were considered less competitive for a variety of reasons, including: the start of the construction phase was outside of the program cycle; inconsistent or ineligible funding plan; lack of local match; low community engagement; less benefit demonstrated when compared to cost; or project was fully funded from another state or federal discretionary program. Lastly, one project was deemed ineligible based on information provided in the application. The projects not recommended for funding are, by and large, worthy projects, though not as competitive for this program cycle.

Project Highlights:

The recommended Program of Projects will deliver a variety of benefits that include reduction of vehicle miles traveled; safety improvements for motorized and non-motorized users; transition to electric bus fleets; increased mobility and accessibility; bridge improvements; improved pavement conditions; reduction of greenhouse gas emissions; and advance transportation and housing goals.

Five of the projects focus on local road improvements including a highway overcrossing, new and modified bridges, complete streets, traffic management system enhancements, and safety improvements.

Two of the projects involve highway improvements including the reconstruction of an existing interchange and replacement of a rural highway intersection with a modern roundabout.

Four of the projects improve public transportation for bus and rail services by reducing vehicle miles traveled and greenhouse gas emissions, and implementing operational improvements that will increase speed, safety, and reliability.

While most of the projects incorporate bicycle and pedestrian facilities, one project has made active transportation and complete streets its main purpose. These projects support the Climate Action Plan for Transportation Infrastructure and the state's climate, housing, safety, equity, and economic vitality goals as they incorporate multimodal, transit, and active transportation solutions.

The following descriptions highlight a sample of projects contained in the staff recommendations:

- **US 101/Hearn Avenue Regional Multimodal Interchange, \$8,600,000** – in the City of Santa Rosa, Sonoma County, the project will replace the US 101/Hearn Avenue overcrossing to increase vertical clearance over US 101 and provide two vehicle lanes in each direction, a median, sidewalks, Class II bike lanes, and Class IV protected bikeways. It will also widen the US 101 off-ramp, add lanes at select intersections and add ADA elements and protected intersection facilities for bike crossings.
- **Oakland Alameda Access Project, \$25,000,000** – in the Cities of Oakland and Alameda, Alameda County, the project is located on Interstate 880 and State Route 260 between 5th Avenue Overhead and 5th and 6th Street Viaduct. The project proposes to improve access along I-880 and in and around the Webster and Posey Tubes (SR-260 tunnels under the Oakland Estuary), downtown Oakland, and the City of Alameda by removing the I-880/Broadway northbound off-ramp, realigning the westbound I-980/Jackson Street on-ramp, widening northbound I-880/Oak Street off-ramp, installing a horseshoe-shaped ramp connecting the Posey Tube to northbound I-880, and restriping and reconfigurations of local roadways adjacent to I-880. In addition, the project will provide significant active transportation facilities and safety enhancements, including various bikeways, sidewalks, bulb-outs, crosswalks, and widening of the Webster Tube Walkway. The project also supports a freight mode shift by accommodating additional rail capacity. Finally, proposed improvements include implementation of follow up landscaping work to restore removed vegetation required by the highway improvements.

- **San Mateo County Transit District (SamTrans) Emission Zero Project, \$14,824,000** – in the City of San Carlos, San Mateo County, the project will construct core transit infrastructure improvements at SamTrans' South Base Maintenance Facility. The project scope includes infrastructure required for the first set of SamTrans' zero-emission buses, including the construction of electrical charging infrastructure and bus charging bays, procurement and installation of an overhead pantograph charging dispenser, and construction of an electrical power distribution network that is scalable for future Battery Electric Bus system expansion. Charging infrastructure for thirty-seven Battery Electric Buses is proposed under this project to enable successful deployment and safe operations of SamTrans' new fleet of 40-foot Battery Electric Buses to be delivered by 2025. The bus network at South Base serves bus routes to the 14 cities of San Mateo County.
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cost and funding plan. The executed baseline agreement will become the basis by which accountability will be measured and reported on.

Background:

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Attachments:

- Attachment A: Resolution G-23-47
- Attachment B: 2022 Local Partnership Competitive Program Adoption – Program of Projects
- Attachment C: Comment letters

**CALIFORNIA TRANSPORTATION COMMISSION
2022 LOCAL PARTNERSHIP COMPETITIVE PROGRAM
PROGRAM OF PROJECTS
RESOLUTION G-23-47**

- 1.1 **WHEREAS**, on April 28, 2017, Governor Brown signed Senate Bill (SB) 1 (Beall, Chapter 5, Statutes of 2017), enacted as the Road Repair and Accountability Act of 2017, creating the Local Partnership Program to provide funding to jurisdictions that have sought and received voter-approved taxes and enacted fees for road maintenance and rehabilitation and other transportation improvement projects; and
- 1.2 **WHEREAS**, on June 27, 2017, Governor Brown signed Assembly Bill (AB) 115 (Ting, Chapter 20, Statutes of 2017) which clarified language in SB 1 regarding local and regional transportation agency eligibility and expanded the types of projects eligible for program funding; and
- 1.3 **WHEREAS**, the California Transportation Commission (Commission) adopted the 2022 Local Partnership Program Guidelines on August 17, 2022; and
- 1.4 **WHEREAS**, the Commission adopted revisions to the SB 1 Accountability and Transparency Guidelines on March 23, 2023, that govern and outline the Commission's responsibility for the accountability and transparency of SB 1 program funds under its purview; and
- 1.5 **WHEREAS**, the 2020 Local Partnership Competitive Program was over programmed by \$25,800,000 and received redistributed funds totaling \$12,000,000 from set-aside Incentive funds for fiscal years 2020-21 and 2021-22 reducing the overprogrammed amount leaving a remaining over-programmed amount of \$13,800,000.
- 1.6 **WHEREAS**, any 2020 Local Partnership Competitive Program over-programmed amount will be deducted from the 2022 Local Partnership Competitive Program; and
- 1.7 **WHEREAS**, the Commission established the 2022 Local Partnership Competitive Program as a two-year, \$144,000,000 (fiscal years 2023-24 through 2024-25) program.
- 1.8 **WHEREAS**, the 2022 Local Partnership Competitive Program funding capacity was reduced by the 2020 Local Partnership Competitive Program over-programmed amount of \$13,800,000, leaving a balance of \$130,200,000 for the 2022 Local Partnership Competitive Program; and

- 1.9 **WHEREAS**, staff anticipates the redistribution of \$6,000,000 from set-aside Incentive funds from Fiscal Year 2022-23 to occur in August 2023 and has increased the available funding capacity for the 2022 Local Partnership Competitive Program to \$136,200,000; and
- 1.10 **WHEREAS**, Commission Staff prepared program recommendations that included \$142,453,000 for 11 projects with total project costs valued at \$610,257,000; and
- 1.11 **WHEREAS**, the over-subscribed amount totaling \$6,253,000 included in the initial program recommendations will be funded with anticipated fiscal year 2023-24 unused incentive funding or project cost savings; and
- 1.12 **WHEREAS**, any 2022 Local Partnership Competitive Program over-programmed amount will be deducted from the Local Partnership Competitive Program in the subsequent programming cycle; and
- 1.13 **WHEREAS**, the Commission staff recommendations for the 2022 Local Partnership Competitive Program were published on the Commission's website on June 8, 2023; and
- 1.14 **WHEREAS**, the Commission considered the staff recommendations and public testimony at its June 28-29, 2023, meeting.
- 2.1 **NOW THEREFORE BE IT RESOLVED**, that the Commission hereby adopts the 2022 Local Partnership Competitive Program, as reflected in the attached staff recommendations (Attachment B); and
- 2.2 **BE IT FURTHER RESOLVED**, that the project amounts approved for funding shall be considered as a "not to exceed amount" and that any increases in cost estimates beyond the levels reflected in the adopted program are the responsibility of the appropriate agency; and
- 2.3 **BE IT FURTHER RESOLVED**, that a project included in the adopted 2022 Local Partnership Competitive Program must be in compliance with the 2022 Local Partnership Competitive Program Guidelines and the revised SB 1 Accountability and Transparency Guidelines, adopted March 23, 2023; and
- 2.4 **BE IT FURTHER RESOLVED**, that a project included in the adopted 2022 Local Partnership Competitive Program with a total project cost of \$25 million or greater, or a total programmed amount of \$10 million or greater, must enter into a Baseline Agreement to be approved by the Commission within six months of program adoption. The Commission may delete a project for which no Baseline Agreement is executed; and

- 2.5 **BE IT FURTHER RESOLVED**, if a recommended project requires a Baseline Agreement and requests allocation in the period between the June 2023 Commission meeting and the October 2023 Commission meeting, the project applicant must submit a Baseline Agreement for approval by the October 2023 Commission meeting. All other Baseline Agreements must be submitted by the December 2023 Commission Meeting, and the Commission will not consider approval of a project allocation without an approved Baseline Agreement if it requires one; and
- 2.6 **BE IT FURTHER RESOLVED**, Commission staff, in consultation with Caltrans and project sponsors, are authorized to make minor technical changes as needed to the 2022 Local Partnership Competitive Program in order to reflect the most current information, or to clarify the Commission's programming commitments, and shall request Commission approval of any substantive changes; and
- 2.7 **BE IT FURTHER RESOLVED**, that the Commission directs staff to post the 2022 Local Partnership Competitive Program of Projects on the Commission's website.

2022 Local Partnership Competitive Program
Program of Projects - Projects Recommended for Funding
Resolution G-23-47
(\$1,000s)

County	Nominating Agency	Implementing Agency	Project Title	Project Description	Fiscal Year	Total Project Cost	Recommended Funding	Voter Approved (V) or Imposed Fee (I)	Population Category
El Dorado	El Dorado County	El Dorado County	Pioneer Trail/US Hwy 50 Intersection Safety Improvement Project	In Meyers, convert a signalized T-intersection at the U.S. Highway 50/State Route 89 into a three-leg modern roundabout. Includes 3 intersection improvements; 11 channelizations; 0.8 miles pedestrian/bicycle facilities.	2023-24	\$ 9,127	\$ 3,055	I	IV
San Bernardino	Rancho Cucamonga, City of	Rancho Cucamonga, City of	Foothill Blvd Complete Street Project	On Foothill Blvd, narrow existing vehicle lanes, rehab approx. 1,950 linear ft of pavement, and construct 0.81 miles of multi-use path and new sidewalk; includes streetlights, a traffic signal, and enhanced pedestrian and crosswalk markings.	2023-24	\$ 4,800	\$ 2,400	I	IV
Sonoma	Sonoma Co Transportation Authority (SCTA)	Caltrans D4	US 101/Hearn Ave Regional Multimodal Interchange	In the City of Santa Rosa, demolish and replace US 101/Hearn Ave overcrossing, includes traffic operation improvements; one mile of new bicycle lanes and sidewalks; ADA elements.	2023-24	\$ 43,675	\$ 8,600	V	III
Alameda	Alameda County Transportation Commission (Alameda CTC)	Caltrans	Oakland Alameda Access Project	In the Cities of Oakland and Alameda, improved traffic ops along I-880 and in and around the Webster and Posey Tubes including: 12.2 roadway lane miles; 2 traffic monitoring detection stations; 3 miles of bike lanes; 110,523 square feet of new bridges/tunnels; and implementation of follow up landscaping work.	2024-25	\$ 129,900	\$ 25,000	V	I
Yuba	Yuba County	Yuba County	North Beale Road Complete Streets / Safety Project - Phase III	In Linda, 2 miles of local road rehabilitation including: raised medians; left-turn lanes; storm drains; new streetlights; curbs; gutters; thermoplastic centerline and edge-line striping; and a new traffic signal; one mile of eight-foot wide sidewalks; 7.5-foot wide paved bicycle lanes.	2023-24	\$ 7,711	\$ 3,000	V	V
Santa Clara	Santa Clara Valley Transportation Authority (VTA)	Peninsula Corridor Joint Powers Board (Caltrain)	Mountain View Transit Center Grade Separation and Access Project	In Mountain View, eliminate the Caltrain vehicle at-grade crossing; re-direct vehicular traffic and modify traffic movements; construct 0.43 miles of shared use pathway and vertical circulation from non-motorized traffic to/from the Transit Center and Downtown; construct new shuttle loading areas.	2024-25	\$ 136,000	\$ 25,000	V	I
Sacramento	Sacramento Transportation Authority (STA)	Sacramento, County of	US 50 Gold Line Corridor Enhancement Project - Hazel Ave/US 50 Interchange		2024-25	\$ 132,726	\$ 25,000	V	I
			Hazel Avenue / US 50 Interchange	In Sacramento, converts 29 Gold Line light rail station platforms to fit low floor vehicles; grade separation includes 3 interchange modifications, 19,190 square feet of new bridges/tunnels, and adds 0.74 miles of grade-separated Class I path.					
			Gold Line Light Rail Platform Modifications - Phase 2	In Sacramento, converts 29 Gold Line light rail station platforms to fit low floor vehicles, phase 2 conversion.					
Tulare	Tulare County Association of Governments (TCAG)	Caltrans D6	SR99/Caldwell Ave Interchange, Safety and Multi-Modal Project	In Tulare County, reconstruct the Avenue 280 (Caldwell Avenue) Interchange. Includes 0.8 miles auxiliary lane, 1.1 miles of bicycle lane, 0.9 miles sidewalk.	2023-24	\$ 68,227	\$ 15,000	V	V
Mendocino	Ukiah, City of	Ukiah, City of	Urban Core Rehabilitation and Transportation Project	In Ukiah, reconstruct 4.8 miles of local road and 2.9 miles of bicycle lanes, including: replacement of water and sewer utilities; construction of ADA accessible curb ramps; bulb-outs and the installation of a traffic signal and bike lanes.	2023-24	\$ 14,356	\$ 6,074	V	V
San Mateo	San Mateo County Transit District (SamTrans)	San Mateo County Transit District (SamTrans)	SamTrans Emission Zero Project	In San Carlos, construct zero-emission bus electrical charging infrastructure and bus charging bays; procure and install overhead pantograph charging dispenser; and construction of an electrical power distribution network; includes charging infrastructure for thirty-seven Battery Electric Buses.	2023-24	\$ 32,605	\$ 14,824	V	II
Los Angeles	Los Angeles County Metropolitan Transportation Authority (LA Metro)	Los Angeles County Metropolitan Transportation Authority (LA Metro)	Southeast Los Angeles Transit Improvements Project (SELA TIP)		2024-25	\$ 31,130	\$ 14,500	V	I
			Southeast Los Angeles Transit Improvements Project (Transit Signal Priority)	In southeast Los Angeles County, purchase, design, and install 114 cloud-based transit signal priority systems in NextGen Tier 1 and 2 high frequency corridors throughout the I-710 South communities.					
			Bus Shelters	Purchase and install 100 bus shelters with real-time display and security lighting.					
			Lighting	Purchase and install 100 solar-powered lighting upgrades.					
			Termini/Layover	Construction of 3 bus termini/layovers at Norwalk, Artesia, and Compton Stations.					
			ZEB Charging	Purchase and install 10 zero emission bus charging masts.					
TOTAL						\$ 610,257	\$ 142,453		
Amount Over-Programmed						\$	6,253		

Memorandum

To: CHAIR AND COMMISSIONERS

CTC Meeting: June 28-29, 2023

From: TANISHA TAYLOR, Interim Executive Director

Reference Number: 4.6, Action

Prepared By: Leishara Ward
Associate Deputy Director

Published Date: June 16, 2023

Subject: 2022 Local Partnership Competitive Program Adoption – Program of Projects,
Resolution G-23-47

Recommendation:

Staff recommends the California Transportation Commission (Commission) adopt the 2022 Local Partnership Competitive Program, as presented in Attachment B and consistent with the Resolution G-23-47 (Attachment A).

Issue:

The Commission established the 2022 Local Partnership Competitive Program as a two-year, \$144 million program across fiscal years 2023-24 through 2024-25. The 2022 Local Partnership Competitive Program proposes 11 projects for a total of \$142,453,000 in funding with a combined total project cost of approximately \$610 million.

The 2020 Local Partnership Competitive Program was over-programmed by \$25,800,000. It received redistributed set-aside Incentive funds totaling \$12,000,000 for fiscal years 2020-21 and 2021-22, leaving a remaining over-programmed amount of \$13,800,000. The 2020 Local Partnership Competitive Program over-programming amount will be deducted from the 2022 Local Partnership Competitive Program, leaving a balance of \$130,200,000 for the 2022 Local Partnership Competitive Program. Staff anticipates that the redistribution of \$6,000,000 from set-aside Incentive funds from fiscal year 2022-23 will be redistributed in August 2023 and increase the available funding capacity for the 2022 Local Partnership Competitive Program to the final amount of \$136,200,000.

Therefore, the recommended 2022 Program of Projects includes an over-programmed amount of \$6,253,000, to be funded with future unused Incentive funds that are set-aside each fiscal year, if available or project cost savings generated over the two-year program. The anticipated, unused Incentive funding available for fiscal year 2023-24 is \$8,000,000, which could be redistributed to the 2022 Local Partnership Competitive Program in August 2024. Any remaining over-programmed amount by the end of fiscal year 2024-25 will be deducted from the Local Partnership Competitive Program in the subsequent programming cycle.

The recommended Program of Projects includes a variety of project types that collectively will enhance and maintain roadways, including: the construction of a roundabout and replacement of a highway interchange; construction of active transportation and complete street improvements; construction of bridge improvements; improvements to bus and rail public transit; implementation of traffic management system enhancements; and rehabilitation of local road infrastructure.

The recommended Program of Projects was posted on the Commission's website on June 8, 2023, and is included in the book item as Attachment B.

Development of Staff Recommendations

The Commission received 37 project nominations seeking a total of \$560.3 million in 2022 Local Partnership Competitive Program funds.

Evaluation teams consisting of Commission and Caltrans staff reviewed project nominations based on the screening and evaluation criteria set forth in the Commission's adopted 2022 Local Partnership Competitive Program Guidelines. In addition, applications were reviewed by the Department of Housing and Community Development staff for the Transportation, Land Use and Housing criteria, as well as members of the Interagency Equity Advisory Committee for the Community Engagement evaluation criteria. Due to the competitive nature of this program, staff evaluations were limited to documentation submitted with the application package including the required performance metrics outlined in the program guidelines.

The 11 projects recommended in the Program of Projects were determined to best address the criteria outlined in the guidelines and are anticipated to provide the following benefits:

- Reduce thousands of vehicle miles traveled
- Reduce thousands of tons of greenhouse gas emissions
- Save person-hours of travel time
- Create nearly 10,000 thousand jobs

The projects proposed for funding meet the following program requirements: the nominating agencies have established eligibility with either a voter-approved tax, toll or fee, or an imposed fee within their jurisdiction that solely dedicates revenue to transportation; the fund request is for construction in an eligible fiscal year; each project's construction phase has a full funding commitment, including any potential cost increases. All applications were organized into eligibility types (voter-approved tax, toll, or fee or imposed fee) and population categories pursuant to the 2022 Local Partnership Competitive Guidelines. The recommended Program of Projects resembles a similar proportion of these types and categories when compared to all projects submitted.

Projects not recommended for funding were considered less competitive for a variety of reasons, including: the start of the construction phase was outside of the program cycle; inconsistent or ineligible funding plan; lack of local match; low community engagement; less benefit demonstrated when compared to cost; or project was fully funded from another state or federal discretionary program. Lastly, one project was deemed ineligible based on information provided in the application. The projects not recommended for funding are, by and large, worthy projects, though not as competitive for this program cycle.

Project Highlights:

The recommended Program of Projects will deliver a variety of benefits that include reduction of vehicle miles traveled; safety improvements for motorized and non-motorized users; transition to electric bus fleets; increased mobility and accessibility; bridge improvements; improved pavement conditions; reduction of greenhouse gas emissions; and advance transportation and housing goals.

Five of the projects focus on local road improvements including a highway overcrossing, new and modified bridges, complete streets, traffic management system enhancements, and safety improvements.

Two of the projects involve highway improvements including the reconstruction of an existing interchange and replacement of a rural highway intersection with a modern roundabout.

Four of the projects improve public transportation for bus and rail services by reducing vehicle miles traveled and greenhouse gas emissions, and implementing operational improvements that will increase speed, safety, and reliability.

While most of the projects incorporate bicycle and pedestrian facilities, one project has made active transportation and complete streets its main purpose. These projects support the Climate Action Plan for Transportation Infrastructure and the state's climate, housing, safety, equity, and economic vitality goals as they incorporate multimodal, transit, and active transportation solutions.

The following descriptions highlight a sample of projects contained in the staff recommendations:

- **US 101/Hearn Avenue Regional Multimodal Interchange, \$8,600,000** – in the City of Santa Rosa, Sonoma County, the project will replace the US 101/Hearn Avenue overcrossing to increase vertical clearance over US 101 and provide two vehicle lanes in each direction, a median, sidewalks, Class II bike lanes, and Class IV protected bikeways. It will also widen the US 101 off-ramp, add lanes at select intersections and add ADA elements and protected intersection facilities for bike crossings.
- **Oakland Alameda Access Project, \$25,000,000** – in the Cities of Oakland and Alameda, Alameda County, the project is located on Interstate 880 and State Route 260 between 5th Avenue Overhead and 5th and 6th Street Viaduct. The project proposes to improve access along I-880 and in and around the Webster and Posey Tubes (SR-260 tunnels under the Oakland Estuary), downtown Oakland, and the City of Alameda by removing the I-880/Broadway northbound off-ramp, realigning the westbound I-980/Jackson Street on-ramp, widening northbound I-880/Oak Street off-ramp, installing a horseshoe-shaped ramp connecting the Posey Tube to northbound I-880, and restriping and reconfigurations of local roadways adjacent to I-880. In addition, the project will provide significant active transportation facilities and safety enhancements, including various bikeways, sidewalks, bulb-outs, crosswalks, and widening of the Webster Tube Walkway. The project also supports a freight mode shift by accommodating additional rail capacity. Finally, proposed improvements include implementation of follow up landscaping work to restore removed vegetation required by the highway improvements.

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- Attachment B: 2022 Local Partnership Competitive Program Adoption – Program of Projects
- Attachment C: Comment letters

**CALIFORNIA TRANSPORTATION COMMISSION
2022 LOCAL PARTNERSHIP COMPETITIVE PROGRAM
PROGRAM OF PROJECTS
RESOLUTION G-23-47**

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- 2.4 **BE IT FURTHER RESOLVED**, that a project included in the adopted 2022 Local Partnership Competitive Program with a total project cost of \$25 million or greater, or a total programmed amount of \$10 million or greater, must enter into a Baseline Agreement to be approved by the Commission within six months of program adoption. The Commission may delete a project for which no Baseline Agreement is executed; and

- 2.5 **BE IT FURTHER RESOLVED**, if a recommended project requires a Baseline Agreement and requests allocation in the period between the June 2023 Commission meeting and the October 2023 Commission meeting, the project applicant must submit a Baseline Agreement for approval by the October 2023 Commission meeting. All other Baseline Agreements must be submitted by the December 2023 Commission Meeting, and the Commission will not consider approval of a project allocation without an approved Baseline Agreement if it requires one; and
- 2.6 **BE IT FURTHER RESOLVED**, Commission staff, in consultation with Caltrans and project sponsors, are authorized to make minor technical changes as needed to the 2022 Local Partnership Competitive Program in order to reflect the most current information, or to clarify the Commission's programming commitments, and shall request Commission approval of any substantive changes; and
- 2.7 **BE IT FURTHER RESOLVED**, that the Commission directs staff to post the 2022 Local Partnership Competitive Program of Projects on the Commission's website.

2022 Local Partnership Competitive Program
Program of Projects - Projects Recommended for Funding
Resolution G-23-47
(\$1,000s)

County	Nominating Agency	Implementing Agency	Project Title	Project Description	Fiscal Year	Total Project Cost	Recommended Funding	Voter Approved (V) or Imposed Fee (I)	Population Category
El Dorado	El Dorado County	El Dorado County	Pioneer Trail/US Hwy 50 Intersection Safety Improvement Project	In Meyers, convert a signalized T-intersection at the U.S. Highway 50/State Route 89 into a three-leg modern roundabout. Includes 3 intersection improvements; 11 channelizations; 0.8 miles pedestrian/bicycle facilities.	2023-24	\$ 9,127	\$ 3,055	I	IV
San Bernardino	Rancho Cucamonga, City of	Rancho Cucamonga, City of	Foothill Blvd Complete Street Project	On Foothill Blvd, narrow existing vehicle lanes, rehab approx. 1,950 linear ft of pavement, and construct 0.81 miles of multi-use path and new sidewalk; includes streetlights, a traffic signal, and enhanced pedestrian and crosswalk markings.	2023-24	\$ 4,800	\$ 2,400	I	IV
Sonoma	Sonoma Co Transportation Authority (SCTA)	Caltrans D4	US 101/Hearn Ave Regional Multimodal Interchange	In the City of Santa Rosa, demolish and replace US 101/Hearn Ave overcrossing, includes traffic operation improvements; one mile of new bicycle lanes and sidewalks; ADA elements.	2023-24	\$ 43,675	\$ 8,600	V	III
Alameda	Alameda County Transportation Commission (Alameda CTC)	Caltrans	Oakland Alameda Access Project	In the Cities of Oakland and Alameda, improved traffic ops along I-880 and in and around the Webster and Posey Tubes including: 12.2 roadway lane miles; 2 traffic monitoring detection stations; 3 miles of bike lanes; 110,523 square feet of new bridges/tunnels; and implementation of follow up landscaping work.	2024-25	\$ 129,900	\$ 25,000	V	I
Yuba	Yuba County	Yuba County	North Beale Road Complete Streets / Safety Project - Phase III	In Linda, 2 miles of local road rehabilitation including: raised medians; left-turn lanes; storm drains; new streetlights; curbs; gutters; thermoplastic centerline and edge-line striping; and a new traffic signal; one mile of eight-foot wide sidewalks; 7.5-foot wide paved bicycle lanes.	2023-24	\$ 7,711	\$ 3,000	V	V
Santa Clara	Santa Clara Valley Transportation Authority (VTA)	Peninsula Corridor Joint Powers Board (Caltrain)	Mountain View Transit Center Grade Separation and Access Project	In Mountain View, eliminate the Caltrain vehicle at-grade crossing; re-direct vehicular traffic and modify traffic movements; construct 0.43 miles of shared use pathway and vertical circulation from non-motorized traffic to/from the Transit Center and Downtown; construct new shuttle loading areas.	2024-25	\$ 136,000	\$ 25,000	V	I
Sacramento	Sacramento Transportation Authority (STA)	Sacramento, County of	US 50 Gold Line Corridor Enhancement Project - Hazel Ave/US 50 Interchange		2024-25	\$ 132,726	\$ 25,000	V	I
			Hazel Avenue / US 50 Interchange	In Sacramento, converts 29 Gold Line light rail station platforms to fit low floor vehicles; grade separation includes 3 interchange modifications, 19,190 square feet of new bridges/tunnels, and adds 0.74 miles of grade-separated Class I path.					
			Gold Line Light Rail Platform Modifications - Phase 2	In Sacramento, converts 29 Gold Line light rail station platforms to fit low floor vehicles, phase 2 conversion.					
Tulare	Tulare County Association of Governments (TCAG)	Caltrans D6	SR99/Caldwell Ave Interchange, Safety and Multi-Modal Project	In Tulare County, reconstruct the Avenue 280 (Caldwell Avenue) Interchange. Includes 0.8 miles auxiliary lane, 1.1 miles of bicycle lane, 0.9 miles sidewalk.	2023-24	\$ 68,227	\$ 15,000	V	V
Mendocino	Ukiah, City of	Ukiah, City of	Urban Core Rehabilitation and Transportation Project	In Ukiah, reconstruct 4.8 miles of local road and 2.9 miles of bicycle lanes, including: replacement of water and sewer utilities; construction of ADA accessible curb ramps; bulb-outs and the installation of a traffic signal and bike lanes.	2023-24	\$ 14,356	\$ 6,074	V	V
San Mateo	San Mateo County Transit District (SamTrans)	San Mateo County Transit District (SamTrans)	SamTrans Emission Zero Project	In San Carlos, construct zero-emission bus electrical charging infrastructure and bus charging bays; procure and install overhead pantograph charging dispenser; and construction of an electrical power distribution network; includes charging infrastructure for thirty-seven Battery Electric Buses.	2023-24	\$ 32,605	\$ 14,824	V	II
Los Angeles	Los Angeles County Metropolitan Transportation Authority (LA Metro)	Los Angeles County Metropolitan Transportation Authority (LA Metro)	Southeast Los Angeles Transit Improvements Project (SELA TIP)		2024-25	\$ 31,130	\$ 14,500	V	I
			Southeast Los Angeles Transit Improvements Project (Transit Signal Priority)	In southeast Los Angeles County, purchase, design, and install 114 cloud-based transit signal priority systems in NextGen Tier 1 and 2 high frequency corridors throughout the I-710 South communities.					
			Bus Shelters	Purchase and install 100 bus shelters with real-time display and security lighting.					
			Lighting	Purchase and install 100 solar-powered lighting upgrades.					
			Termini/Layover	Construction of 3 bus termini/layovers at Norwalk, Artesia, and Compton Stations.					
			ZEB Charging	Purchase and install 10 zero emission bus charging masts.					
TOTAL						\$ 610,257	\$ 142,453		
Amount Over-Programmed						\$ 6,253			

Appendix II: Performance Metrics and Required Back-Up Information

Measure	Metric	Project Type	Build	Future No Build	Change	Increase or decrease
Congestion Reduction	Person Hours of Travel Time Saved per Year - Transit Riders	Transit Signal Prioritization	(192,064)	-	(192,064)	decrease
	Person Hours of Travel Time Saved per Year - Transit Drivers	Transit Signal Prioritization	788,223	725,165	(63,058)	decrease
	Change in Daily Vehicle Miles Travelled	Transit Signal Prioritization	N/A	N/A	N/A	N/A
Throughput	Bicyclist and Pedestrian Screen Line Counts (Optional)	Active Transportatio n	N/A	N/A	N/A	N/A
System Reliability	Peak Period Travel Time Reliability Index	Hwy Road	N/A	N/A	N/A	N/A
	Level of Transit Delay	Transit	N/A	N/A	N/A	N/A
Safety	Number of Fatalities	All	N/A	N/A	N/A	N/A
	Number of Serious Injuries	All	N/A	N/A	N/A	N/A
	Rate of Fatalities	All	N/A	N/A	N/A	N/A
	Rate of Serious Injuries	All	N/A	N/A	N/A	N/A
Economic Development	Jobs Created	All	362.4	-	362.4	Increase
Air Quality	Particulate Matter (PM 2.5 PM 10)	ZEV Charging	5.36	5.64	(0.3)	decrease
	Carbon Dioxide (CO2)	ZEV Charging	4,113	71,030	(66,917)	decrease
	Volatile Organic Compounds (VOC)	ZEV Charging	-	2.63	(2.6)	decrease
	Sulphur Oxides (SOx)	ZEV Charging	-	0.51	(0.5)	decrease
	Carbon Monoxide (CO)	ZEV Charging	-	1,102	(1,102)	decrease

	Nitrogen Oxides (NOx)	ZEV Charging	-	7.13	(7.1)	decrease
Cost Effectiveness	Benefit Cost Ratio	All	N/A	N/A	4.36	Increase
Accessibility	Number of Jobs Accessible by Mode	All	N/A	N/	N/A	N/A
	Access to Key Destinations by Mode	All	N/A	N/	N/A	N/A
	Percent of Population Defined as Low Income or Disadvantaged within ½ mile of rail station, ferry terminal, or high-frequency bus stop	All	N/A	N/A	N/A	N/A
System Preservation (Pavement and Bridge Rehabilitation only)	Pavement Condition Index	Local Road Hwy Road	N/A	N/A	N/A	N/A
	Bridge Condition Rating for Bridge Deck, Superstructure, Substructure	Local Road Hwy Road	N/A	N/A	N/A	N/A
Noise Level Sound walls only (For reporting only)	Number of Receptors	Sound walls	N/A	N/A	N/A	N/A
	Properties Directly Benefited	Sound walls	N/A	N/A	N/A	N/A
	Number of Decibels	Sound walls	N/A	N/A	N/A	N/A

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 7.

DATE: July 30, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: MIGUEL LEON, DEPUTY CITY CLERK/ASSISTANT TO THE CITY MANAGER

SUBJECT: CONSIDERATION OF ADOPTING RESOLUTION NO.6426 OF THE CITY COUNCIL OF THE CITY OF MAYWOOD CONDEMNING FEDERAL IMMIGRATION ENFORCEMENT PRACTICES THAT IMPACT THE REGION AND REAFFIRMING MAYWOOD'S COMMITMENT TO A SAFE, INCLUSIVE, AND WELCOMING COMMUNITY FOR ALL RESIDENTS

RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 6426 condemning federal immigration enforcement practices that adversely impact Southeast Los Angeles communities and reaffirming the City of Maywood's commitment to being a safe, inclusive, and welcoming city for all residents.

BACKGROUND:

The City of Maywood has a longstanding history of serving a diverse population, including longstanding support for immigrant communities. Although there is no federal Department of Homeland Security (DHS) or Immigration and Customs Enforcement (ICE) facility located within the City, increased federal enforcement actions in adjacent Southeast Los Angeles communities have caused fear, uncertainty, and concern among Maywood residents. This is particularly significant for immigrant and mixed-status families, who continue to be an integral part of the City's demographic and cultural fabric.

Residents have raised concerns regarding enforcement practices involving the use of unmarked vehicles, agents wearing masks, and unannounced operations conducted in proximity to schools, parks, and residential areas. These actions are perceived as inconsistent with the City's core values of transparency, respect for individual dignity, and the promotion of public safety.

DISCUSSION:

The proposed Resolution formally states the City Council's opposition to aggressive federal immigration enforcement practices that instill fear in immigrant communities. It affirms that the City of Maywood and its law enforcement partners do not engage in or support immigration enforcement, in alignment with the California Values Act.

The Resolution urges action from federal and state representatives to ensure accountability and support humane, community-focused approaches to immigration.

It also voices the City's support for SB 805, the No Vigilantes Act, which seeks to address the threat posed by individuals impersonating law enforcement.

Through this Resolution, the City of Maywood reiterates its commitment to fostering a safe and inclusive environment for all residents, and to continue to invest in partnerships, outreach, and programs that protect and uplift those most impacted by federal immigration enforcement.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

There is no fiscal impact associated with the adoption of this resolution.

ATTACHMENT(S)

1. Resolution No. 6426 Condemning Federal Immigration Enforcement Practices and Reaffirming Maywood's Commitment to a Safe and Inclusive Community

RESOLUTION NO. 6426

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD, CALIFORNIA CONDEMNING FEDERAL IMMIGRATION ENFORCEMENT PRACTICES THAT IMPACT THE REGION AND REAFFIRMING MAYWOOD'S COMMITMENT TO A SAFE, INCLUSIVE, AND WELCOMING COMMUNITY FOR ALL RESIDENTS

WHEREAS, the City Council of the City of Maywood recognizes that the United States of America was built by immigrants, and our country and community are strongest when we embrace the diversity, culture, and contributions of all individuals; and

WHEREAS, the City of Maywood is home to a diverse population, including immigrants, refugees, and individuals of all national origins, ethnicities, and immigration statuses; and

WHEREAS, the City of Maywood affirms its support for non-criminal immigrants who are integral to the social, cultural, and economic fabric of our city; and

WHEREAS, immigrants in Maywood contribute meaningfully across all sectors, including as essential workers, small business owners, educators, healthcare providers, service professionals, and volunteers supporting youth, faith institutions, and civic life; and

WHEREAS, countless immigrant families in Maywood have lived in the community for decades, raising children, supporting local schools, building strong neighborhoods, and helping drive the city's local economy; and

WHEREAS, immigrant-owned small businesses help energize Maywood's commercial corridors, generating jobs and economic growth that benefit all residents; and

WHEREAS, the City of Maywood recognizes that the rich cultural diversity of our immigrant population enhances community life through festivals, traditions, and multilingual services that foster mutual respect and understanding; and

WHEREAS, the City Council is proud to serve and represent a community built upon values of inclusion, compassion, equity, and the shared experiences of its people; and

WHEREAS, recent immigration enforcement actions and the visible presence of ICE agents throughout the Southeast Los Angeles area have caused fear, disruption, uncertainty, distress particularly within the City's immigrant population; and

WHEREAS, the City of Maywood values every member of its immigrant population and opposes enforcement actions targeting peaceful, law-abiding individuals pursuing stability and contributing to the City's social and economic fabric; and

WHEREAS, the City Council is deeply troubled that families and entire neighborhoods are being torn apart, suffering the consequences of a broken federal immigration system; and

WHEREAS, the City Council empathizes with and supports all community members experiencing fear and uncertainty due to immigration enforcement activities; and

WHEREAS, the City of Maywood is united in affirming what has always been true about our community: that Maywood is a safe, inclusive, and welcoming place for all regardless of immigration status and every resident of Maywood deserves dignity, respect, and the opportunity to thrive without fear; and

WHEREAS, immigration enforcement presence has prompted public protests and concern over safety and civil liberties; and

WHEREAS, although the City of Maywood does not house a Department of Homeland Security facility, nearby federal activity has negatively impacted local residents, limiting their ability to freely access services, go to school, or seek assistance; and

WHEREAS, the City of Maywood stands for compassion, unity, and action, and the City Council affirms its commitment to continue listening to, uplifting, and standing with all members of the community; and

WHEREAS, the City is actively working to identify services, programs, and partnerships to help protect, inform, and assist our most vulnerable residents; and

WHEREAS, the City Council acknowledges that the enforcement of the nation's immigration laws is a federal responsibility, and that local resources are not used to assist with immigration enforcement pursuant to the California Values Act (Gov Code. §§ 7284 et seq.); and

WHEREAS, the City believes that its local resources are best used to build in trust between communities and public safety officials and not to facilitate immigration enforcement; and

WHEREAS, the City of Maywood seeks to maintain its character as a welcoming city, and supports the right of all individuals to live free from intimidation, discrimination, and fear, and to access city services regardless of immigration status; and

WHEREAS, the City has has requested assistance from U.S. Congressman Robert Garcia and U.S. Senator Alex Padilla regarding DHS activity impacting Southeast Los Angeles; and

WHEREAS, the City of Maywood is committed to protecting the rights, dignity, and safety of all residents, regardless of immigration status, and commits to upholding the California Values Act; and

WHEREAS, the City of Maywood and its law enforcement partner (Los Angeles County Sheriff's Department) do not participate in immigration enforcement activities, do not assist U.S. Immigration and Customs Enforcement (ICE) with raids, and do not enforce federal immigration laws, which are outside the scope of local policing; and

WHEREAS, local law enforcement cannot interfere with, and State and Local laws cannot regulate, Federal ICE agents from carrying out Federal immigration enforcement duties; and

WHEREAS, the separation between local policing and federal immigration enforcement is essential to maintaining trust between immigrant communities and public safety officials, and to ensuring that all residents feel safe in reporting crimes and seeking assistance without fear of immigration consequences; and

WHEREAS, the City Council acknowledges the pain, anger, and fear expressed by many members of the community in response to the increased ICE activity, and recognizes its responsibility to speak out against practices that undermine the well-being and cohesion of the City; and

THE CITY COUNCIL OF THE CITY OF MAYWOOD HEREBY RESOLVES AS FOLLOWS:

Section 1. The above recitals are true and correct.

Section 2. The City Council hereby declares the following:

1. The City Council strongly condemns the heightened presence and enforcement activity of ICE within the City's jurisdiction and the Southeast Los Angeles, including practices that operations that disproportionately target immigrant and marginalized communities.
2. The City Council calls upon U.S. Congressman Robert Garcia and U.S. Senator Alex Padilla to take immediate action to promote oversight,

transparency, and accountability regarding immigration enforcement activities in the region.

3. The City Council condemns the use of unmarked vehicles and masks by ICE agents during their immigration enforcement operations in community settings.
4. The City Council calls upon DHS and ICE to immediately adopt policies that allow local law enforcement and residents to easily identify an ICE agent engaged in immigration enforcement activities.
5. The City Council urges Congressman Robet Garcia to sponsor legislation that would prohibit ICE agents from wearing masks or use unmarked vehicles when engaged in immigration enforcement activities in community settings.
6. The City Council City Council supports SB 805, the No Vigilantes Act, as a common sense measure to protect public safety and stop law enforcement impersonators, and directs City staff to take all actions necessary to express the City Council's support for this state bill.
7. The City Council urges the federal government to end punitive immigration enforcement that divides families and destabilizes communities, and to pursue humane and just immigration policies.
8. The City Council affirms Maywood's unwavering commitment to safety, inclusivity and welcomes all residents regardless of immigration status, and calls upon all agencies operating within city limits to respect the civil and human rights of every individual.
9. The City pledges to pursue partnerships and programs that strengthen public health, safety, legal support, and economic opportunity for those impacted by federal immigration enforcement.

Section 3. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED AND ADOPTED THIS 30th day of July 2025.

Mayra Aguiluz, Mayor

ATTEST:

Miguel Leon, Deputy City Clerk

APPROVED AS TO FORM:

Roxanne Diaz, City Attorney

STATE OF CALIFORNIA

I, Miguel Leon, Deputy City Clerk of the City of Maywood, do hereby certify that the foregoing Resolution No. 6426 was adopted at a regular meeting of the City Council of the City of Maywood held on the 30th day of July, 2025 by the following vote:

AYES:

NAYES:

ABSENT:

ABSTAINED:

Miguel Leon, Deputy City Clerk

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 8.

DATE: July 30, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: JOSE DE SANTOS, ADMINISTRATIVE ASSISTANT

SUBJECT: CONSIDERATION OF ADOPTING RESOLUTION NO. 6427 IN SUPPORT OF THE LOWER LA RIVER PARA TODOS CAMPAIGN

RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 6427 in support of the Lower Los Angeles River Para Todos Campaign, reaffirming the City's commitment to equitable investment and revitalization of the Los Angeles River corridor.

BACKGROUND:

The City of Maywood has been a longtime advocate for equitable and community-centered investment along the Lower Los Angeles River. As an active participant in the AB 530 Working Group, the City played a key role in the development of the 2018 Lower LA River Revitalization Plan. This Plan outlines a bold and community-driven vision to transform the river into a safe, vibrant, and accessible space that serves historically underserved communities. The Plan identifies 155 multi-benefit project opportunities and prioritizes inclusive planning that reflects the needs of residents and small businesses. The Lower LA River Para Todos campaign, led by the Rivers and Mountains Conservancy, supports implementation through regional collaboration, emphasizing strategies that promote housing stability, workforce development, and community preservation alongside environmental restoration.

DISCUSSION:

This campaign aligns with statewide funding and initiatives, including Propositions 1, 68, and 4, which support green infrastructure, open space access, and environmental equity. The City of Maywood affirms its support for the Lower LA River Para Todos campaign and remains committed to advancing a community-driven vision for the Lower LA River that upholds equity, environmental stewardship, and inclusive growth.

If adopted by the City Council, this resolution will formalize the City's support for the Lower LA River Para Todos campaign and reaffirm its commitment to a revitalization effort that prioritizes equity, sustainability, and inclusive economic development along the river corridor.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

There is no fiscal impact with the approval of this item.

ATTACHMENT(S)

1. Resolution No. 6427 - Lower LA River Para Todos Resolution

RESOLUTION NO. 6427

A RESOLUTION OF THE OF THE CITY COUNCIL OF THE CITY OF MAYWOOD, CALIFORNIA, RESOLUTION IN SUPPORT OF THE LOWER LA RIVER PARA TODOS CAMPAIGN

WHEREAS, the City of Maywood has long supported equitable investment along the Lower Los Angeles River and served as an active participant in the AB 530 Working Group, which helped shape the 2018 *Lower Los Angeles River Revitalization Plan* through collaboration with state agencies, local jurisdictions, and community stakeholders; and

WHEREAS, the Lower LA River corridor is home to culturally rich, historically underserved communities that have experienced environmental injustice and a lack of public investment over decades; and

WHEREAS, the *Lower Los Angeles River Revitalization Plan* outlines a bold, community-informed vision to transform the river into a safe, healthy, and vibrant resource, delivering environmental and economic benefits while honoring the people who live along its banks; and

WHEREAS, the Plan identifies 155 multi-benefit project opportunity areas and emphasizes the importance of inclusive planning that reflects the needs and priorities of local residents and small businesses; and

WHEREAS, the Lower *LA River Para Todos* campaign is being led by the San Gabriel and Lower LA Rivers and Mountains Conservancy (RMC) as a regional collaboration to support implementation of the Plan through continued engagement with community leaders, cities, and partner agencies; and

WHEREAS, the campaign promotes the idea that as investments in parks and river infrastructure move forward, they should be paired with thoughtful strategies that promote housing security, support workforce development, and help residents and small businesses remain in place, ensuring revitalization efforts are inclusive and community-focused; and

WHEREAS, the City of Maywood values tools such as the Supporting Stronger, Greener Communities a report on housing, homelessness, and workforce development policies and other planning resources developed through the campaign, and supports continued efforts to identify approaches that reflect community needs and promote neighborhood continuity and well-being; and

WHEREAS, this work aligns with the goals of statewide initiatives such as Proposition 1, Proposition 68 and Prop 4, which seek to fund environmental restoration, access to green space, and equitable infrastructure investments;

NOW, THEREFORE, BE IT RESOLVED that the City of Maywood affirms its support for the *Lower LA River Para Todos* campaign and its commitment to advancing a community-informed vision for the Lower LA River that reflects the values of equity, environmental stewardship, and inclusive growth;

BE IT FURTHER RESOLVED that the City encourages continued collaboration with the Rivers and Mountains Conservancy, local organizations, and public agencies to ensure that public investments along the river benefit existing residents and contribute to a more connected, healthy, and inclusive region for all.

PASSED, APPROVED AND ADOPTED this 30th day of July 2025.

Mayra Aguiluz, Mayor

ATTEST:

Miguel Leon, Deputy City Clerk

APPROVED AS TO FORM:

Roxanne Diaz, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)
CITY OF MAYWOOD)

I, Miguel Leon, Deputy City Clerk of the City of Maywood, do hereby certify that the foregoing Resolution No. 6427 was adopted at a regular meeting of the City Council of the City of Maywood held on the 30th day of July 2025 by the following votes:

AYES:

NOES:

ABSTAIN:

ABSENT:

Miguel Leon, Deputy City Clerk

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 9.

DATE: July 30, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: DAISY GUERRERO, DEPUTY DIRECTORY OF BUILDING AND PLANNING

SUBJECT: CONSIDER APPROVAL OF THE PUBLIC HEALTH SERVICES CONTRACT WITH THE COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC HEALTH AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE CONTRACT

RECOMMENDATION:

Staff recommends that the City Council approve the public health services contract with Los Angeles County's Department of Public Health (Public Health) and authorize the City Manager to execute the contract.

BACKGROUND:

The County has long-standing contracts with cities in the County (except Pasadena and Long Beach as they have their own public health departments). Attached is the City's last executed contract with Public Health, dating back to 1963, and includes Maywood, for the provision of health officer services provided by the Los Angeles County Department of Public Health. The City was presented with the attached agreement for continued public health services with the County of Los Angeles Department of Public Health. The proposed contract outlines terms for the County to serve as the City's Health Officer and Environmental Health Department, which would begin upon approval and execution of the contract.

Our current contract with the County dates back to June 1963 and allows the County Public Health Officer to act as the Health Officer in Maywood, enforcing various public health statutes, regulations, and ordinances as we most recently witnessed and experienced during the 2020 Coronavirus outbreak. Many of these contracts are outdated due to changes in the Health and Safety Code and the separation of the Department of Public Health from the Department of Health Services in 2006. To address these issues, the County is now requesting new contracts to be signed by over 80 cities currently under contract to receive public health services.

DISCUSSION:

The proposed contract with the Los Angeles County Department of Public Health establishes the continuation of public health services in the City of Maywood for a five-year term upon approval and execution of contract through June 30, 2029, with automatic five-year renewal periods thereafter unless either party provides written notice of termination at least 180 days prior to July 1 of the following year. As such, the new contract offers updated terms and continues to provide the same level of public health services at no cost to the City. The contract remains evergreen as it will automatically renew without the need to renegotiate unless the city or County wishes to terminate.

Under the contract, the County Health Officer will be responsible for enforcing public health orders, quarantine regulations, and applicable state laws within the City. The County will also serve as the City's Environmental Health Department, providing inspection and regulatory services. Additionally, the County will issue and manage all public health permits and licenses within Maywood and will retain the associated fees as compensation for services rendered.

The County will perform all mandated public health services as required under state law and as provided for in Los Angeles County Code Title 11 ("Title 11") as adopted by the City. The City is not required to pay separately for these mandated services, nor for enforcement related to any adopted Title 11 provisions.

The contract allows for optional public health services to be requested by the City, such as services not specifically mandated by law. These services will be provided at the City's request and will be billed to the City at an hourly rate approved by the County Board of Supervisors.

In terms of employment and liability, all public health personnel assigned to perform services in Maywood will remain employees of the County. The City will bear no responsibility for salaries, benefits, or injuries sustained by County staff. A previously executed Joint Indemnity or Assumption of Liability agreement remains in effect, governing risk-sharing and liability terms between the City and County.

To maintain service enforcement, the City must adopt or mirror any future amendments to Title 11 of the Los Angeles County Code as relevant to the City. If the City requests legal prosecution for a public health violation, it must fully fund any resulting legal costs, including time spent by County personnel involved in the case. Furthermore, the City may not collect or retain public health permit or license fees, as those revenues are retained by the County in exchange for services rendered.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

There is no fiscal impact with the approval of this agreement.

ATTACHMENT(S)

1. City of Maywood Public Health Services Contract - Original - Executed 1963
2. City of Maywood Public Health Services Contract



AGREEMENT - HEALTH SERVICES

THIS AGREEMENT, made and entered into this 11th
 day of JUNE, 19 63, by and between
 the COUNTY OF LOS ANGELES, State of California, hereinafter
 called the "County," and the CITY OF MAYWOOD,
 Los Angeles County, California, a municipal corporation,
 hereinafter called the "City,"

WITNESSETH:

THAT WHEREAS, Sections 480, 481 and 482 of the
 Health and Safety Code of the State of California
 authorize the Board of Supervisors of the County to contract
 with the City for the performance by the Health Officer
 and other employees of the County of any or all functions
 relating to the enforcement in the City of all ordinances
 thereof relating to public health and sanitation, and the
 making of all inspections and the performance of all
 functions in connection therewith at cost;

NOW, THEREFORE, in consideration of the mutual
 covenants and agreements herein contained, it is hereby
 agreed as follows:

FIRST: The County agrees to render such public
 health services as authorized by Sections 480 and 482 of
 the Health and Safety Code of the State of California and
 as may be required by the City as provided by its
 ordinances now in effect or hereafter adopted. Copies of

APPROVED
 BOARD OF SUPERVISORS
 COUNTY OF LOS ANGELES

MAY 28 '63

Gordon T. Nevis
 GORDON T. NEVIS
 CLERK OF THE BOARD

all ordinances now in effect, or hereafter adopted, and all amendments thereto, shall be promptly supplied the County of Los Angeles. It is understood that the City, upon proper resolution by the City Council, shall make request in writing to the County Health Officer for performance of services required under ordinances now in effect or later to be enacted.

SECOND: The City agrees to pay the cost as defined in Paragraph Ninth hereof, for the enforcement of said ordinance or ordinances, or in its election, the provisions in Paragraph Fifteenth. Costs of services rendered under Paragraph Fifth shall be paid pursuant to Paragraph Ninth. Services performed under Paragraph Sixteenth shall be paid for in the manner of election as provided for therein.

THIRD: It is expressly and mutually agreed that the City shall compensate the County for court time in the enforcement of local ordinances on the basis of the cost of performing said work as defined in Paragraph Ninth hereof, reduced by the amount recovered by witness fees.

FOURTH: No services to be compensated for pursuant to Paragraphs Third and Ninth hereof shall be performed unless said City shall have available funds previously appropriated to cover the costs hereof.

FIFTH: In the event the City desires to have rodent control and extermination measures undertaken by the County, it is expressly and mutually agreed that the City shall

compensate the County for the cost of providing said service, as defined in Paragraph Ninth hereof. Further, it is expressly understood that the City shall notify the County Health Officer of its intent to avail itself of rodent control or extermination; that the City shall set aside a sum sufficient to cover the cost of rodent control or extermination; that the County Health Officer shall be notified of the amount set aside for the control and suppression of rodents; and that the County shall not exceed the amount set up by the City unless expressly authorized in writing to do so by the City.

SIXTH: The County agrees to submit to the City during the life of this agreement periodic statements in duplicate for services rendered during the period covered, and the City agrees to pay the cost thereof within thirty (30) days after receipt of such billing. If the City desires monthly billing it shall notify the County in writing, otherwise billing periods shall be fixed by the County.

SEVENTH: It is expressly agreed between the parties hereto that nothing herein contained shall be construed to bind the City to designate or demand of the County, or the County to furnish any particular number of inspections or visits.

EIGHTH: Performance hereunder shall commence on July 1, 1963, and this contract shall remain in full force and effect to July 1, 1968, and unless then terminated shall be renewed without further action

of the contracting parties from year to year. Either party hereto shall have the right to terminate this agreement at the end of any fiscal year by giving written notice of such intention to so do, such notice to be given not less than thirty (30) days prior to the end of any fiscal year.

NINTH: The City agrees to pay the County the cost of performing all services covered by this agreement, except as otherwise provided in Paragraph Fifteenth hereof. Costs shall include salaries of employees engaged in performing said services, a pro-rate of vacation and sick leave, supervision of such employees while so employed, the County Retirement Contribution and Workmen's Compensation Insurance Premiums on salaries, traveling expenses, supplies, plus a pro-rate of all indirect expenses. If the cost of providing the services changes, the City shall be notified of each such change in writing. 1

TENTH: For the purpose of performing said functions, County shall furnish and supply all necessary labor, supervision, equipment, communication facilities, and supplies necessary to maintain the level of service to be rendered hereunder.

ELEVENTH: Notwithstanding anything hereinbefore contained, it is agreed that in all instances where special supplies, stationery, notices, forms, and the like must be issued in the name of said City, the same shall be supplied.

by said City at its own cost and expense.

TWELFTH: All persons employed in the performance of such services and functions for said City shall be County employees, and no City employee as such shall be taken over by said County, and no person employed hereunder shall have any City pension, civil service, or any status or right.

For the purpose of performing such services and functions, and for the purpose of giving official status to the performance thereof, every County officer and employee engaged in performing any such service and function shall be deemed to be an officer or employee of said City while performing service for said City, which service is within the scope of this agreement and is a municipal function.

THIRTEENTH: City shall not be called upon to assume any liability for the direct payment of any salaries, wages, or other compensation to any County personnel performing services hereunder for said City, or any liability other than that provided for in this agreement.

Except as herein otherwise specified, the City shall not be liable for compensation or indemnity to any County employee for injury or sickness arising out of his employment.

FOURTEENTH: County, its officers and employees, shall not be deemed to assume any liability for intentional or

negligent acts of said City or of any officer or employee thereof.

FIFTEENTH: In the event City by ordinance adopts the provisions of the Public Health Code of County (Ordinance No. 7583), the Health Officer shall perform the services necessary to enforce said ordinance provisions in the City to the same extent as the County Ordinance is enforced in unincorporated territory, and shall issue the permits and collect the fees provided for in Section 750 of said Public Health Code.

Said fees shall be retained by the Health Officer for the benefit of County as full compensation for the services performed by the Health Officer in the enforcement of said ordinance provisions, except that any court time spent in the enforcement thereof shall be compensated for in accordance with Paragraph Third hereof. In the event and whenever County Ordinance No. 7583 is amended to change the amount or amounts of any of the said permit fees, City shall at once amend its ordinance to provide permit fees in the exact amount as those designated in the County Ordinance as amended.

In the event that the City elects to set, collect and retain its own permit fees, it shall so notify the County Health Officer, and shall thereafter pay the cost of the service under this paragraph pursuant to Paragraph Ninth.

SIXTEENTH: The County agrees to enforce the provisions of Division 13, Part 2 of the Health and Safety Code of the State of California, relating to the sanitation, maintenance, use and occupancy of mobile homes and mobile

home parks and as may be requested pursuant to such sections by the City. It is understood that any such requests shall be in writing, directed to the County Health Officer and specifically designate the services to be required pursuant to any or all of the above sections of the Health and Safety Code. Such notification to the County Health Officer from the City shall indicate the election of the City that the City agrees either to pay the cost as defined in Paragraph Ninth hereof for the enforcement of said provisions of Division 13, Part 2 of the Health and Safety Code or that the City desires the County Health Officer to collect and retain the annual operating permit fees as prescribed in Division 13, Part 2 as full compensation for services performed by the County Health Officer.

INWITNESS WHEREOF, the parties hereto have executed this agreement the day and year first above written.

CITY OF CITY OF MAYWOOD
BY Kenneth A. Swalt
MAYOR

ATTEST:
Spabel L. Dedmon
City Clerk

ATTEST: (SEAL)
GORDON T. NESVIG
Clerk of the
Board of Supervisors

COUNTY OF LOS ANGELES
BY WILFRED M. DORN
Chairman, Board of Supervisors

WINIFRED BERNSTEIN
Deputy

APPROVED AS TO FORM
HAROLD W. KENNEDY, County Counsel

BY David P. King
Deputy

COUNTY OF LOS ANGELES
HEALTH DEPARTMENT

220 NORTH BROADWAY
LOS ANGELES, CALIFORNIA 90012

January 24, 1969

Honorable Mayor Kenneth S. Awalt
City of Maywood
4319 East Slauson Avenue
Maywood, California 90270

Dear Mayor Awalt:

SUBJECT: City of Maywood
Ordinance No. 68-61

I acknowledge receipt of Ms. Isabel L. Dadmore, City Clerk,
letter of January 20, 1969, transmitting a certified copy of
the City Ordinance No. 68-61.

This Ordinance amends your Municipal Code to include County
Ordinance No. 9375.

I am pleased the City has updated its Health Code to conform
with the new County amendment, and we shall do our best to
enforce its provisions in a thorough and efficient manner, all
as provided by the Health Services Agreement now in effect be-
tween the City and the County.

We appreciate your cooperation with us.

Very truly yours,

G. A. Heidbreder M.D.

G. A. HEIDBREDER, M.D., M.P.H.
Health Officer

GAH:DS:SB

bc: Dr. Rosenblatt (3)
Dr. Scroker
Mr. Norris ✓
Mr. Messier (w/2 copies Ord.)
Dr. ~~Pacino~~ (Mr. Greenhalgh)
Mr. Suggs (w/file)
Mr. Wieneke (Treasurer & Tax Collector)

**DEPARTMENT OF PUBLIC HEALTH
PUBLIC HEALTH SERVICES CONTRACT**

THIS CONTRACT "Contract" is made and entered into on _____

by and between

COUNTY OF LOS ANGELES
(hereafter "County")

and

CITY OF MAYWOOD
(hereafter "City")

THIS PUBLIC HEALTH SERVICES CONTRACT ("Contract") is made by and between the County of Los Angeles, hereinafter referred to as the "County", and the City of Maywood hereinafter referred to as "City."

RECITALS:

The City desires to continue to contract with the County for the performance of public health services by the County's Department of Public Health ("Public Health"), for the County's Health Officer to act as the City's Health Officer, and for the County's Department of Public Health to serve as the City's Environmental Health Department.

The County agrees to continue performing such services on the terms and conditions set forth in this Contract.

This Contract is authorized by California Health and Safety Code Sections 101400 and 101405.

To effectuate public health services for the City, the County and its duly appointed Health Officer shall exercise the powers and duties that are conferred upon local health officers by law.

The County Health Officer shall fulfill the obligations and exercise the authority conferred by California Health and Safety Code Sections 101470 and 101475 within the territorial jurisdiction of the City in the performance of this Contract.

THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. **TERM:** This Contract shall become effective upon date of execution, and replace all prior contracts for public health services between the City and County. This contract shall continue in full force and effect until June 30, 2029. Subject to Section 7 below, this Contract shall thereafter be automatically renewed for consecutive five (5) year terms, for an indefinite period, without further action by either City or County, unless City or County terminates the Contract in the manner set forth in Section 7.
2. **PUBLIC HEALTH SERVICES:** The County and the County's Health Officer shall observe and enforce within the territorial jurisdiction of the City all of the following:
 - a. Orders, quarantine, and other regulations, concerning public health, prescribed by the California Department of Public Health ("CDPH").
 - b. Statutes relating to public health.
 - c. Provisions of Los Angeles County Code, Title 11, and any amendments thereto, as adopted by City by ordinance or resolution, to the same extent as they are enforced in the unincorporated area of the County.
3. **DESCRIPTION OF PUBLIC HEALTH FUNCTIONS:**
 - a. The performance of all public health services, the standard of performance and other matters incidental to the performance of public health services and observation and enforcement of public health statutes, regulations, ordinances and CDPH orders and guidance shall be determined solely at the discretion of the County Health Officer and/or Director of County

Public Health. The control of County personnel under this Contract shall remain exclusively with the County.

- b. The County agrees to continue to perform for the City such public health services as are authorized or mandated by state laws or regulations related to public health, to be performed by the local health officer or local enforcement agency.
 - i. Pursuant to California Health and Safety Code section 101045, the County shall investigate health and sanitary conditions in detention facilities operated by the City, if any. County may bill and receive payment from City for inspection and reporting services in the manner provided by Paragraph 4, subsections (g) and (h) of this Contract.
 - ii. For future enactments of state law or regulation, County agrees to perform public health services that impose a specific duty or obligation on the local health officer to observe or enforce. Should future state law statutory or regulatory enactment related to public health not impose a duty or obligation on the local health officer, City may request in writing that the County perform that public health service. Should County elect to perform that discretionary public health service for City, pursuant to such City request, then County may bill and receive payment from City for inspection and reporting services in the manner provided by Section 4, subsections (g) and (h) of this Contract.
- c. The County agrees to continue to perform for the City such public health services as authorized or mandated by provisions of Title 11 of the Los Angeles County Code, and any amendments or additions thereto, that the City has adopted via ordinance or resolution.
 - i. Should the County Board of Supervisors enact future provisions to or amend existing provisions of Title 11 of the Los Angeles County Code, County will inform the City of the newly enacted provision or amendment via email to the City's Manager, and describe the

- enacted new provision or amendment and the impact to the services performed under this Contract, if any.
- ii. For future ordinances that may be enacted by the Board of Supervisors into Title 11 of the Los Angeles County Code, in order for the County to observe and enforce that enacted ordinance within the City, the City must approve the incorporation of the identical version of that new Title 11 provision into its municipal code via ordinance or by resolution of the City Council.
 - iii. Any future amendments to provisions of Title 11 of the Los Angeles County Code that exist in the City's Municipal Code at the date of the execution of this Contract, shall be incorporated by the City into its municipal code.
- d. The County shall issue public health permits and licenses to permittees located within the City and collect the fees as provided for in Los Angeles County Code, Title 8, Chapter 8.04. Such fees shall be retained by County Public Health for the benefit of County as full compensation for the services performed by the Public Health Director and County Health Officer on behalf of the City.
- i. County may, from time to time, amend or alter the public health permit or license fees charged to those individuals or entities required to obtain a public health permit or license pursuant to either state statute or Los Angeles County Code, Title 8, Chapter 8.04.
 - ii. City may not set, collect, or retain public health permit or license fees for any public health service performed by County under this Contract.
- e. For the purpose of performing said functions, County shall furnish and supply all necessary labor, supervision, equipment, and supplies necessary to provide the public health services described in this Contract and as necessary to protect the public health, safety, and welfare as determined by Public Health in its sole discretion. All persons employed in

the performance of public health services and functions under this Contract shall be County personnel.

4. GENERAL TERMS:

- a. To facilitate the performance of public health services, City and County will cooperate and assist each other to fulfill the purpose and intent of this Contract.
- b. Exhibit A of this Contract, which is attached hereto and incorporated herein, shall provide the language of the City's Municipal Code, as amended, that reflects the City's specific adoption of Division 1 of Title 11 of the Los Angeles County Code as of the effective date of this Contract. Exhibit A may be revised to reflect any changes to the City's Municipal Code regarding Title 11 of the Los Angeles County Code.
- c. All persons employed in the performance of such public health duties, functions and services for City shall be County employees or personnel and no City employee shall be supplanted by County, and no person employed by County under this Contract shall have any City pension, civil service, or any status or right.
- d. The City shall not be called upon to assume any liability for the direct payment of any salary, wages or other compensation to any County personnel performing services hereunder for the City, or be liable for compensation to or required to indemnify any County employee for injury or sickness arising out of his or her employment.
- e. The parties have executed an Assumption of Liability Contract approved by the Board of Supervisors on December 27, 1977, and/or a Joint Indemnity Contract approved by the Board of Supervisors on October 8, 1991. Whichever of these documents the City has signed later in time is currently in effect and hereby made a part of and incorporated into this Contract by reference. In the event that the Board of Supervisors later approves a revised Joint Indemnity Contract, and the City executes the

revised contract, the subsequent contract as of its effective date shall supersede the contract previously in effect between the parties hereto.

- f. City is not required to separately reimburse County for the performance or enforcement of any City ordinance or resolution which adopts identical provisions of Los Angeles County Code, Title 11, and its amendments.
 - g. Should City request in writing additional public health services of the County, that are not required by statute, regulation or CDPH Order, or as provided in Title 11 of the Los Angeles County Code, the County may charge the City, at rates approved by the Board of Supervisors, an hourly rate that will reimburse the County for the costs for the provision of those specific public health services.
 - h. County, through its Director of Public Health, must render to City within twenty (20) calendar days after the close of each calendar month an itemized invoice which covers all extra services performed for City if such services were requested by the City in writing, during said month, and City must pay County within thirty (30) days after date of such invoice.
 - i. If a violation of public health statutes, regulations or ordinances results in a public health hazard within the City, County will notify the City Manager in writing. If the City elects to pursue legal prosecution or abatement, City shall provide to County contact information for counsel that will represent the City or the People in any legal proceeding to abate or mitigate the public health hazard. City shall bear the full cost of such proceedings. County may bill City on an hourly basis for time spent by County employees participating in such legal proceedings.
5. **NOTICES:** Notices hereunder must be in writing and may either be delivered personally or sent by registered or certified mail, return receipt requested, postage prepaid, attention to the parties at the addresses listed below. Public Health Director, or the Director's designee, is authorized to execute all notices or demands which are required or permitted by County under this Contract.

Addresses and parties to be notified may be changed by providing at least ten (10) working days prior written notice to the other party.

A. Notices to County must be addressed as follows:

- (1) Department of Public Health
Environmental Health – Administrative Headquarters
5050 Commerce Drive
Baldwin Park, California 91706
Attention: Director, Environmental Health
E-mail: EHAdmin@ph.lacounty.gov
- (2) Department of Public Health
Contracts and Grants Division
5555 Ferguson Drive, 2nd Floor, Suite 210
Commerce, CA 90022
Attention: Division Director
Email: contracts-grants@ph.lacounty.gov
- (3) Department of Public Health
Office of the Director
Attention: Director, Public Health
313 North Figueroa Street
Los Angeles, CA 90012
Email: DPHDirector@ph.lacounty.gov

B. Notices to City must be addressed as follows:

- (1) City of Maywood
Attention: City Manager
4319 East Slauson Avenue
Maywood, CA 90270
Email: jennifer.vasquez@cityofmaywood.org
Phone: (323) 562-5700

6. **GOVERNING LAW, JURISDICTION, AND VENUE:** This Contract will be governed by, and will be construed in accordance with, the laws of the State of California. City agrees and consents to the exclusive jurisdiction of the courts of the State of California or the United States Courthouse, Central District, Western Division, for all purposes regarding this Contract and further agrees and consents

that venue of any action brought under this Contract shall be exclusively in the County of Los Angeles.

7. **TERMINATION FOR CONVENIENCE:** The performance of services under this Contract may be terminated, with or without cause, in whole or in part, from time to time when such action is deemed by County or City to be in their own best interest. Termination of services hereunder shall be effectuated by the delivery of an advance written Notice of Termination of the entire Contract by one party to the other at least one hundred and eighty (180) calendar days prior to July 1 of the following calendar year. The termination of services may only be effective on July 1 of the calendar year, so as to assure no lapse in public health and local health officer services to the residents of City.
8. **ALTERATION OF TERMS/AMENDMENTS:** The body of this Contract and any Exhibits attached hereto, and documents incorporated by reference, fully expresses all understandings of the parties concerning all matters covered and shall constitute the total Contract. No addition to, or alteration of, the terms of this Contract, whether by written or verbal understanding of the parties, their officers, employees or agents, shall be valid and effective unless made in the form of a written amendment to this Contract which is formally approved and executed by the parties in the same manner as this Contract.
9. **INDEPENDENT CONTRACTOR STATUS:** This Contract is by and between the County and City and is not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture, or association, as between the County and City. The employees and agents of one party shall not be, or be construed to be, the employees or agents of the other party for any purpose whatsoever.

10. NO INTENT TO CREATE A THIRD-PARTY BENEFICIARY CONTRACT:

Notwithstanding any other provision of this Contract, the parties do not in any way intend that any person shall acquire any rights as a third-party beneficiary under this Contract.

11. VALIDITY: If any provision of this Contract or the application thereof to any person or circumstance is held invalid, the remainder of this Contract and the application of such provision to other persons or circumstances shall not be affected thereby.

12. WAIVER: No waiver by the County of any breach of any provision of this Contract shall constitute a waiver of any other breach or of such provision. Failure of the County to enforce at any time, or from time to time, any provision of this Contract shall not be construed as a waiver thereof. The rights and remedies set forth in this paragraph shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Contract to be subscribed by its Director of Public Health, and Contractor has caused this Contract to be subscribed in its behalf by its duly authorized officer, the month, day, and year first written above.

CITY OF MAYWOOD

COUNTY OF LOS ANGELES

By: _____
Jennifer Vasquez
City Manager

By: _____
Barbara Ferrer, Ph.D., M.P.H., M.Ed.
Director

Date: _____

Date: _____

APPROVED AS TO FORM
BY THE OFFICE OF THE CITY ATTORNEY

APPROVED AS TO FORM
BY THE OFFICE OF THE COUNTY COUNSEL

ROXANNE DIAZ, City Attorney

DAWYN R. HARRISON, County Counsel

By: _____
City Attorney

APPROVED AS TO CONTRACT
ADMINISTRATION:
Department of Public Health

Date: _____

By: _____
Contracts and Grants Division

ATTEST:
MIGUEL LEON, Deputy City Clerk

Date: _____

By: _____
Deputy City Clerk

Date: _____
(AFFIX CORPORATE SEAL HERE)

#07642:db

Exhibit A:
CITIES - HEALTH OFFICER - ADOPTION OF COUNTY CODE
MAYWOOD

ADOPTION OF OUR COUNTY CODE TITLE 8 & TITLE 11

6-3.01 - Adoption of County Public Health Code.

For the purpose of prescribing regulations governing public health matters in the City, that certain County of Los Angeles Public Health Code, being Los Angeles County Ordinance No. 7583, adopted by the Board of Supervisors on August 25, 1959, effective September 25, 1959, including amendments thereto through County Ordinance No. 10728, adopted August 14, 1973, effective September 14, 1973, three (3) copies of which are on file in the office of the City Clerk for public record and inspection, is hereby adopted by reference and made a part of this chapter as though set forth in this chapter in full, subject, however, to the amendments, additions, and deletions set forth in this chapter.

(§ 1, Ord. 551, as amended by § 1, Ord. 68-61, eff. February 13, 1969, § 1, Ord. 70-76, eff. December 26, 1970, § 1, Ord. 72-98, eff. July 13, 1972, and § 1, Ord. 74-119, eff. August 8, 1974)

6-3.04 - County Ordinance 97-0071 adopted.

The provisions of Sections 8.04.165, 8.04.225, 8.04.275, 8.04.337, 8.04.405, 8.04.752, 8.04.755, 8.04.930, and 8.04.943 of Title 8 and the provisions of Chapter 11.11 of Title 11 of the Los Angeles County Code, as enacted by and referenced in Los Angeles County Ordinance 97-0071, effective January 16, 1998, fully express the City Council's will and intention to grant authority to County Health Officers to enforce regulations regarding food handler training certification and posting of letter grade cards and inspection scores in food establishments within the City, and are hereby adopted by reference as an amendment to the Health Code of the City.

(§ 1, Ord. 98-453, eff. July 23, 1998)

CITY MUNICIPAL CODE EXCLUSION OF SPECIFIC PUBLIC HEALTH SERVICES

6-3.03 - Deletions.

Said Public Health Code is hereby amended by deleting the following portions thereof:

(a)Section 377 of Chapter II;(b)Chapter IX; and(c)Chapter XIII.

(§ 2, Ord. 551)

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 10.

DATE: July 30, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JOSE DE SANTOS, ADMINISTRATIVE ASSISTANT

BY: JENNIFER VASQUEZ, CITY MANAGER

SUBJECT: CONSIDERATION TO APPROVE COMMUNITY BENEFIT FUND APPLICATION FROM SOUTHEAST COMMUNITY FOUNDATION (SCF) IN THE AMOUNT OF \$14,960 FOR TUTORING SERVICES

RECOMMENDATION:

Staff recommends that the City Council consider approving the Community Benefit Fund Application request from Southeast Community Foundation (SCF) in the amount of \$14,960.

BACKGROUND:

The Southeast Community Foundation is a nonprofit dedicated to educational equity, providing personalized, high-dose tutoring and social-emotional support to empower students academically and personally. The foundation most recently provided services in the neighboring cities of Huntington Park and Vernon. They are also a registered vendor with Los Angeles Unified School District (LAUSD) and have supported Maywood residents in the past. The foundation has been providing services throughout the Southeast Los Angeles region for over 10 years, partnering with LAUSD to support students in Maywood, Huntington Park, and Bell.

Their high-impact tutoring (HIT) program focuses on English and Math, offering services either four times a week for 30 minutes or twice a week for one hour over a 10-week cycle. Tutors, who also serve as mentors, work closely with students to improve literacy and build strong relationships that foster academic success. The foundation also supports low-income college students through scholarship opportunities.

DISCUSSION:

The applicant, Southeast Community Foundation, is requesting funds to provide high-dose tutoring for local Maywood students to support their education. The applicant, as stated in the application, will reach out to the local Maywood schools to offer their services and partner with an interested school site. It is SCF's intent to utilize the grant funds to partially fund the associated program costs to employ 4 tutors, with each tutor managing 3 cohorts (approximately 12–14 participants) for a 10-week program cycle. SCF will secure the additional funding needed.

Staff have determined that the applicant satisfies the eligibility requirements as stated in the City's Community Benefit Fund Guidelines and Procedures. SCF is a non-profit organization that was in existence prior to the submittal of this application and has a satisfactory record of providing these types of services. Their services proposed fall within the eligible services as they will provide educational opportunities for residents or students

of the City.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

The Fiscal Year 2025-26 budget includes \$75,000 allocated to the Community Benefit Fund. This is the first funding request submitted for the fiscal year. If the current request in the amount of \$14,960 is approved, the remaining available balance in the Community Benefit Fund will be \$60,040.

F.Y. 25-26 Impact: \$14,960	Current F.Y. Budget: \$75,000
Fund Impacted: 100- General Fund	Budget adjustment requested:
Source of funds: 302-Community Services	Updated Account Budget:
Account Number 6301- Community Benefit Fund	For fiscal year: 2025/2026

ATTACHMENT(S)

1. Community Benefit Fund Application. Southeast Community Foundation 5.28.25
2. Southeast Community Foundation IRS letter
3. CBF Guidelines&Procedures_Revised_July_2024 (1)

CITY OF MAYWOOD

COMMUNITY BENEFIT FUND APPLICATION

Please Type/Print Information
(attach additional pages as needed)

Date: May 28, 2025

Application Funding Cycle

- ☒ Q1: July 1 – September 30
☐ Q2: October 1- December 31
☐ Q3: January 1 - March 30
☐ Q4: April 1 - June 30

Application Due Date

June 1
September 1
December 1
March 1

Amount Requested: \$14,960

Organization Name: Southeast Community Foundation	Phone Number: 323-230-0142
Street Address: 9018 Balboa Boulevard, #543	Fax Number: N/A
City, State, Zip: Northridge, CA 91325	Federal EIN: 47-5277176
Contact Person: Amy Condit	
Contact Email Address: development@secfoundation.org	

Provide a detailed description of your organization. For example, are you a school, school-based or affiliated entity, youth program, community based organization, etc.

Southeast Community Foundation (SCF) is a 501 (c) (3) non-profit community-based organization dedicated to educational equity in Southeast Los Angeles. We specialize in delivering High-Impact Tutoring (HIT) services to underserved students who have fallen behind academically. (Response to be continued on attachment)

Does your organization have non-profit status with the Internal Revenue Service?
Yes ☒ No ☐ (If yes, attach documentation)

How long has this organization been in existence (provide date)?

Southeast Community Foundation (SCF) was established on October 1, 2015, and has been serving Southeast Los Angeles communities for nearly ten years. (Response to be continued on attachment)

Is the organization located/based in Maywood or does it provide programs or services to Maywood residents? Yes ☒ No ☐ If yes, please explain.

Yes, Southeast Community Foundation (SCF) provides services to Maywood residents, though we are not physically based in Maywood. (Response to be continued on attachment)

Describe how the requested funds will be used? Attach a proposed budget.

The requested \$14,960 will partially fund a High-Impact Tutoring (HIT) program serving 45 Maywood students through small group instruction. The program will create 12 cohorts with a maximum of 4 students per cohort, with some cohorts having fewer than 4 students for enhanced individual attention. (Response continued on attachment)

What is the anticipated time-frame to provide the proposed program, service, event activity or goods and the expenditure of the requested funds?

Southeast Community Foundation will implement the High-Impact Tutoring (HIT) program in Maywood according to the following timeline, which will commence upon notification of the grant award: (Response continued on attachment)

Describe the organization's efforts in obtaining funding from other sources?

Southeast Community Foundation (SCF) has established a robust and diversified funding portfolio through strategic partnerships with various funding entities. (Response to be continued on attachment)

How will the requested funds have a benefit to Maywood residents?

The requested funds will directly benefit Maywood residents by providing essential High-Impact Tutoring (HIT) services to K-12 students attending schools in Maywood, addressing a critical educational need in this community. (Response to be continued on attachment)

How will the requested funds enhance the quality of life or the delivery of services for Maywood residents?

The requested funds will significantly enhance quality of life for Maywood residents by breaking intergenerational cycles of inequality and creating new pathways to opportunity. (Response to be continued on attachment)

How will the requested funds provide educational opportunities for Maywood residents or students?

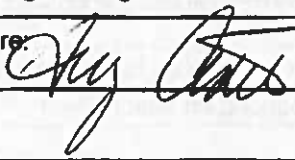
The requested funds will establish valuable educational opportunities for Maywood students by implementing Southeast Community Foundation's High-Impact Tutoring model—a proven intervention that addresses the lack of accessible, high-quality academic support in communities where it's most needed. (Response continued on attachment)

Has your organization previously received funding from the City of Maywood?

Yes ☐ No ☒ If yes, identify the use of the funds, total amount, and fiscal year in which the funds were received.

Is a member of your organization's board or executive leadership a City employee, an elected or appointed City official, or a family member of a City employee or elected or appointed City official? Yes ☐ No ☒ If yes, please explain.

By my signature below, I hereby certify, under penalty of perjury, that I am qualified to sign for and bind the named organization and that the information contained within and submitted with this application is complete, true and accurate. I have received a copy of the Community Benefit Fund Guidelines and Procedures and agree to abide by its provisions. If awarded funding, an agreement will be required to be executed.

Date: 5/28/2025	Signature: 			
Print Name and Title: Amy Condit, VP, Development				
Date Received	Eligibility Verified	Date Approved	Date Denied	Amount Awarded

City of Maywood Community Benefit Fund Application

Continuation of Responses

Organization Name: Southeast Community Foundation

Application Date: 5/28/2025

Question: "Provide a detailed description of your organization. For example, are you a school, school-based or affiliated entity, youth program, community based organization, etc."

[CONTINUED FROM APPLICATION FORM]

Our mission addresses the stark opportunity gap between communities in Southeast LA and more affluent areas just 20 miles away where high-quality tutoring resources are readily accessible.

SCF's 2025 programs serve elementary students in areas such as Lennox, South Gate, and Vernon. We have previously delivered effective tutoring with integrated social-emotional learning (SEL) to elementary and middle schoolers in Huntington Park and Vernon. Our comprehensive ten-week program is provided at no cost to families and serves students across elementary, middle, and high school levels.

HIT is recognized by educational researchers as one of the most effective interventions for accelerating academic growth in students who have fallen behind. SCF's evidence-based model offers intensive, consistent support through either 30-minute sessions four times weekly or 1-hour sessions twice weekly for 10 weeks. We maintain a maximum 4:1 student-to-tutor ratio to ensure personalized attention and differentiated instruction tailored to each student's unique needs.

Our rigorous assessment framework includes pre-, mid-, and post-assessments that measure progress and continuously inform instruction. Students work with the same qualified tutor throughout their program, building trust and consistency while using high-quality instructional materials that align with classroom curriculum. This continuity

is a key factor in our program's effectiveness and distinguishes SCF from less structured tutoring models.

SCF has established ambitious yet achievable outcomes:

- 85% of participants will demonstrate at least three months of academic growth in English Language Arts per 10-week cycle
- 85% of participants will achieve at least three months of academic growth in Mathematics per 10-week cycle

What sets SCF apart is our holistic approach that integrates social-emotional learning throughout our programs. SEL components are thoughtfully woven into our academic curriculum, supporting students' overall wellbeing while building academic skills. Our tutors develop meaningful relationships with students through consistent small-group and individual interactions, fostering a sense of belonging and engagement. Additionally, SCF tutors are trained to cultivate a growth mindset, helping students reframe challenges as opportunities for development. This approach builds resilience and intrinsic motivation—critical factors for long-term academic success, particularly for students navigating the challenging transition to high school.

As a community-based organization deeply rooted in Southeast LA, SCF is uniquely positioned to understand and address the specific needs of Maywood students and families, making our program an ideal candidate for the Community Benefit Grant.

Question: "How long has this organization been in existence (provide date)?"

[CONTINUED FROM APPLICATION FORM]

While SCF initially provided scholarships to low-income students, we quickly identified a more urgent need for early academic intervention. This strategic insight led us to completely pivot our service model away from scholarships toward providing direct, High-Impact Tutoring in mathematics and reading—addressing educational disparities at their root rather than merely supporting students after gaps had already formed.

Throughout our decade of service, SCF has reached over 3,000 students across multiple communities. Our proven track record includes a significant milestone in the 2023-2024 school year, during which we provided specialized tutoring to 128 students at Aspire Firestone and Aspire Gateway Academies in South Gate. This initiative produced remarkable results, with kindergarteners demonstrating five months of

mathematics learning gains during a single ten-week tutoring cycle, while second-grade students achieved an exceptional 22 months of reading growth in the same period.

In 2024, we achieved a significant milestone by becoming an approved vendor for the Los Angeles Unified School District (LAUSD), positioning us for potential substantial growth in our capacity and reach. That same year, our community-based tutoring program served 318 students with a dedicated team of 15-20 professional tutors ensuring consistent academic progress. Through our LAUSD partnership, SCF is now positioned to serve up to 1,200 students annually, representing a 400% increase in our service capacity since our founding.

Our organization has successfully implemented elementary and middle school tutoring programs during summer sessions in both Huntington Park and Vernon. With this extensive experience and our documented record of accelerating academic improvement, SCF is exceptionally well-prepared to expand our effective tutoring model to schools in Maywood. Our comprehensive approach also integrates social-emotional learning strategies that build student confidence, resilience, and intrinsic motivation—foundational elements that complement academic growth and contribute to long-term educational success.

Question: “Is the organization located/based in Maywood or does it provide programs or services to Maywood residents? If yes, please explain.”

[CONTINUED FROM APPLICATION FORM]

We operate with a virtual office model, a strategic approach that allows our organization to maintain flexibility while serving multiple communities across Southeast LA. Our 2024 summer educational program at Salt Lake Park in Huntington Park successfully engaged youth from several communities including Maywood, demonstrating our capability to effectively serve Maywood residents.

The proposed High-Impact Tutoring (HIT) program will be exclusively dedicated to Maywood students, creating a tailored academic intervention that addresses the specific educational challenges facing Maywood youth. By partnering with a local Maywood school, we will establish a meaningful presence within the community while implementing our evidence-based methodology.

Maywood students will benefit from our specialized approach that integrates proven programs like IXL Math and Reading A-Z with culturally responsive instruction. Our tutors, certified in SAGA coaching methodologies, deliver exceptional results - in similar

programs, kindergarteners gained 5 months of math learning and second graders achieved 22 months of reading growth in just 10 weeks. These interventions show particularly strong impacts for Latino students, English language learners, and low-income students.

SCF is strategically positioned to implement this program through our experience serving Southeast LA communities and our proven ability to deliver measurable academic outcomes. This dedicated Maywood initiative represents an important opportunity to create significant educational benefits for the community's youth.

Question: "Describe how the requested funds will be used? Attach a proposed budget."

[CONTINUED FROM APPLICATION FORM]

The program will employ 4 tutors, with each tutor managing 3 cohorts per day during sequential time slots (for example, 3:45-4:15, 4:20-4:50, 5:00-5:30). This 10-week program cycle ensures comprehensive academic support while maintaining our proven small-group tutoring model.

Direct Program Costs:

- Tutor wages and benefits for 4 specialized instructional staff
- Technology equipment and supplies for tutoring staff
- Student materials and educational resources
- Software licenses for program delivery
- Site coordinator salary to oversee and manage the tutoring team

Administrative Costs:

- Executive staff time for program oversight and quality assurance
- Administrative support for program management, data collection, and reporting
- Employee benefits for program staff

The City of Maywood grant will provide partial funding toward these program costs, with Southeast Community Foundation securing additional funding sources to fully support the comprehensive tutoring program for Maywood residents.

Question: "What is the anticipated time-frame to provide the proposed program, service, event activity or goods and the expenditure of the requested funds?"

[CONTINUED FROM APPLICATION FORM]

Planning Phase: Months 1-3 following grant award

- Establish partnership with a Maywood school through formal outreach and agreements
- Conduct needs assessment with school leadership to identify target student population
- Recruit and train specialized tutors for the Maywood program
- Customize curriculum materials for the specific needs of identified students
- Configure assessment tools and establish baseline metrics

Implementation Phase: Months 4-7 following grant award

- Enroll identified students into the program (approximately 12-14 participants)
- Execute the 10-week tutoring cycle, providing four 30-minute sessions weekly (or two 1-hour sessions weekly)
- Administer pre-and mid-point assessments to gauge progress and adjust instruction as needed
- Document student engagement, attendance, and emerging academic patterns

Evaluation and Reporting Phase: Months 7-9 following grant award

- Complete final student post-assessments measuring academic growth in Mathematics and English Language Arts
- Analyze program effectiveness through comprehensive data review
- Develop detailed impact report for the City of Maywood
- Share results with school partners and community stakeholders

Documentation and Closeout Phase: Months 10-12 following grant award

- Complete all financial reconciliation for the program
- Finalize comprehensive grant documentation
- Submit all required reports to the City of Maywood
- Conduct internal program review to document lessons learned
- Archive program materials and assessment data according to best practices

The core implementation of the High-Impact Tutoring program is expected to complete within 9 months of grant award, with the remaining 3 months dedicated to thorough financial reconciliation, documentation, and reporting. All funds will be fully expended within the 12-month grant cycle. This timeline allows SCF to align program delivery with the school calendar while ensuring complete and proper grant closeout procedures.

Question: "Describe the organization's efforts in obtaining funding from other sources?"

[CONTINUED FROM APPLICATION FORM]

Our successful fundraising approach includes relationships with philanthropic organizations (such as the Vernon CommUNITY Fund), corporate entities (including U.S. Bank and AltaMed), and local municipalities (such as the City of Huntington Park). These collaborative funding relationships have been instrumental in enabling SCF to respond effectively to the educational inequities and persistent learning loss exacerbated by COVID-19 school disruptions.

Our organization is fundamentally committed to long-term financial sustainability through a comprehensive strategy that combines strategic growth initiatives, organizational capacity building, and diversified fundraising approaches. This sustainability framework is anchored in multiple revenue streams that include competitive grants, corporate sponsorships, individual donor cultivation, and strategically developed revenue-generating programs. By deliberately avoiding over-reliance on any single funding source, SCF has built financial resilience that allows us to maintain program continuity and quality even as the funding landscape evolves.

SCF's Board of Directors demonstrates exceptional commitment to our financial health, maintaining 100% participation in annual giving. This leadership by example strengthens our case when approaching external funders, as it demonstrates internal

investment in our mission and programs. Our fundraising calendar includes strategic annual giving campaigns, community engagement events, and a disciplined approach to securing both new and renewal grants from foundation, corporate, and government sources.

This multi-faceted funding approach has allowed SCF to steadily expand our High-Impact Tutoring programs across Southeast Los Angeles communities while maintaining program quality and fidelity to our evidence-based model. The requested funding from the City of Maywood would complement these existing revenue streams, allowing us to extend our proven educational intervention model to benefit Maywood students while leveraging our established operational infrastructure.

Question: “How will the requested funds have a benefit to Maywood residents?”

[CONTINUED FROM APPLICATION FORM]

The impact of this investment will be both immediate and long-term, addressing stark educational disparities that currently limit opportunities for Maywood students.

Maywood's educational challenges are significant and well-documented. According to U.S. News and World Report's 2025 rankings, Maywood Elementary School shows alarming performance data with only 38% of students proficient in math and just 48% proficient in reading. This means the majority of Maywood's elementary students—62% in math and 52% in reading—are performing below grade-level proficiency standards. Additionally, LAUSD's School Explorer Tool reports a concerning 20.2% chronic absenteeism rate for 2023-2024 at Maywood Elementary.

These educational challenges are compounded by socioeconomic factors. U.S. Census Bureau data shows that 97.6% of Maywood residents identify as Hispanic or Latino, with 18.6% living below the poverty line. Only 48.2% of Maywood residents graduate high school, substantially below Los Angeles County's 78% graduation rate. These statistics reflect a persistent educational equity gap similar to what the Los Angeles Times documented in comparing affluent communities with predominantly Latino cities in Southeast LA, where dramatic disparities in educational outcomes exist despite being merely 20 miles apart.

Despite this clear need for academic support, quality tutoring remains financially out of reach for most Maywood families. Private tutoring typically costs \$65-\$75 per hour, and LAUSD lacks a comprehensive district-wide tutoring program. This funding will allow

Southeast Community Foundation (SCF) to bridge this gap by providing free, research-backed High-Impact Tutoring specifically tailored to Maywood students' needs.

The benefits to Maywood residents will be substantial and measurable:

1. **Academic Acceleration:** Based on our documented results in similar communities, SCF's tutoring will help Maywood students achieve 3-15 months of academic growth in just a 10-week cycle, directly addressing learning gaps in math and reading.
2. **Increased Engagement:** Our program's regular schedule and personalized approach will help combat chronic absenteeism by increasing student engagement and confidence.
3. **Long-term Educational Trajectory:** By intervening at the K-12 level, we will help put Maywood students on a path toward high school graduation and post-secondary opportunities, addressing the community's significantly lower graduation rates.
4. **Family Support:** Beyond direct student benefits, our program provides Maywood families with access to educational resources they would otherwise be unable to afford, relieving financial pressure while supporting their children's academic success.

Through this targeted intervention, Southeast Community Foundation will address both the symptoms and causes of educational inequity in Maywood, providing residents with a research-proven academic support program that delivers tangible, measurable benefits to the community's most vulnerable students.

Question: "How will the requested funds enhance the quality of life or the delivery of services for Maywood residents?"

[CONTINUED FROM APPLICATION FORM]

Southeast Community Foundation's High-Impact Tutoring program addresses not just academic outcomes but holistic community well-being through several distinct mechanisms:

First, our program serves as a critical economic equalizer for Maywood families. In a community where 18.6% of residents live below the poverty line (U.S. Census Bureau, 2023), providing free access to high-quality educational support—services that typically cost \$65-75 per hour in wealthier communities—removes financial barriers that have historically prevented Maywood families from accessing academic enrichment. This

equalizing effect extends beyond immediate academic benefits, as improved educational outcomes correlate directly with future earning potential and economic mobility.

Second, our tutoring model enhances service delivery in Maywood by bringing personalized educational support directly to where students are, rather than requiring families to navigate transportation and scheduling barriers. This localized approach represents a fundamental shift in how educational services are delivered in underserved communities, transitioning from a scarcity model to one of accessibility and abundance.

Third, our program addresses the systemic resource imbalances that have historically affected Maywood. While wealthier Los Angeles communities routinely supplement public education with private tutoring and enrichment, Maywood students have been denied these same opportunities due to systemic funding inequities. Southeast Community Foundation was established in 2015 specifically to address these disparities, recognizing that educational attainment is the most effective path to community transformation in Southeast Los Angeles.

Beyond academic outcomes, our program enhances quality of life through its social-emotional components. Students develop increased confidence, improved self-efficacy, and stronger connections with caring adults—all protective factors that contribute to overall well-being and resilience. For a community where only 48.2% of residents complete high school (U.S. Census Bureau, 2023), these non-academic benefits are equally important in breaking cycles of educational disengagement.

The impact on family dynamics further enhances community quality of life. When students receive adequate academic support, family stress decreases, parent-child relationships improve, and the home environment becomes more conducive to learning. Parents in Maywood gain peace of mind knowing their children are receiving quality educational support, regardless of family financial circumstances.

By addressing educational inequities at their root, Southeast Community Foundation's program enhances Maywood residents' quality of life not just temporarily, but for generations to come. Each student who achieves academic proficiency represents a family with expanded opportunities and a community with strengthened social and economic foundations.

Question: "How will the requested funds provide educational opportunities for Maywood residents or students?"

[CONTINUED FROM APPLICATION FORM]

Through our tutoring program, Maywood students will benefit from several important educational elements:

1. Personalized Learning Pathways: Our maximum of 4:1 student-to-tutor ratio enables truly individualized education plans tailored to each student's specific learning gaps and strengths. Students are initially identified for our program through classroom standardized testing and teacher observations that indicate they are falling behind grade-level expectations. Once enrolled, we use IXL and Reading A-Z assessment tools during our 10-week tutoring program to precisely diagnose learning gaps and track progress. Our tutors can maintain seamless alignment with classroom instruction while providing the targeted support conventional classroom settings cannot deliver, regardless of which assessment systems the school currently employs.

2. Support for Pandemic-Related Learning Recovery: The COVID-19 pandemic created unprecedented educational disruptions, with students in under-resourced communities often experiencing significant learning setbacks. While some recovery efforts have been implemented, many families in communities like Maywood still face barriers to accessing high-quality, personalized tutoring due to cost and availability constraints. Our program provides additional, intensive instructional support that complements existing recovery efforts and helps students accelerate their academic progress.

3. Development of Academic Self-Efficacy: Beyond content knowledge, our tutoring model cultivates students' belief in their own academic capabilities—a critical educational opportunity often overlooked. One parent's testimony illustrates this transformative aspect: "After struggling with math in 3rd grade and having low test scores, I was concerned about my daughter's future. But thanks to [SCF's] tutoring program, her test scores skyrocketed, and she gained the confidence to run for Student Council Treasurer... she's achieving things I never thought possible."

4. Mastery of Grade-Level Content: Our evidence-based framework creates the opportunity for Maywood students to truly master grade-level content rather than simply being passed along with significant knowledge gaps. Studies published in Northwestern University's EdWorkingPapers, The Education Trust, and National Bureau of Economic Research (NBER) Working Papers confirm that our approach—featuring consistent relationships, small group sessions, and data-driven instruction—effectively closes achievement gaps. This research-backed methodology forms the foundation of our

program, ensuring that Maywood students receive tutoring interventions that have been rigorously validated to improve academic outcomes.

5. Foundation for Post-Secondary Success: With only 48.2% of Maywood residents completing high school (U.S. Census Bureau, 2023), the educational opportunity gap extends well beyond K-12. By establishing strong mathematical and literacy foundations during these formative years, our program creates genuine opportunities for Maywood students to access higher education and career pathways that would otherwise remain out of reach.

Our tutoring program represents a targeted intervention that addresses inequities in access to personalized academic support. By providing this critical educational resource, Southeast Community Foundation creates pathways for Maywood students to overcome educational disadvantages—transforming individual trajectories while strengthening the community's collective future.

Additional Supporting Documentation:

- Budget
- Non-profit status documentation with the Internal Revenue Service

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Southeast Community Foundation
CITY OF MAYWOOD COMMUNITY BENEFIT FUND
Budget Proposal

Program Overview: Cost proposal for 10-week tutoring cycle, serving 45 Maywood Community Students through high-impact, small-group instruction with a maximum 4:1 student-to-tutor ratio.

Program Assumptions

Total Number of Students Served:	45
Total Cohorts Created (1:4 ratio average):	12
Cohorts Served by 1 Tutor:	3
Tutors Required:	4
Tutor Hours per Week (2 tutoring + 1 prep hour/cohort):	9
Program Duration:	10 weeks

Budget Breakdown

Expense Category	Rate/Unit	Total Cost	City of Maywood	Corporate Donors
WAGES AND BENEFITS				
Tutor Wages (4 tutors × \$2,790/tutor)	\$31.00/hour	\$11,160.00	\$11,160.00	\$0.00
Site Coordinator (30 hours total)	\$25.00/hour	\$750.00	\$0.00	\$750.00
Academic Manager (inc. taxes and benefits)	10-week cycle	\$7,500.00	\$0.00	\$7,500.00
DIRECT STUDENT COSTS				
Educational Supplies and Technology (45 students)	\$300.00/student	\$13,500.00	\$0.00	\$13,500.00
Curriculum and Software Licenses (45 students)	\$250.00/student	\$11,250.00	\$0.00	\$11,250.00

Expense Category	Rate/Unit	Total Cost	City of Maywood	Corporate Donors
DIRECT TUTOR COSTS				
Educational Supplies & Technology (4 tutors)	\$800.00/tutor	\$3,200.00	\$3,200.00	\$0.00
Training/Onboarding (4 tutors)	\$150.00/tutor	\$600.00	\$600.00	\$0.00
TOTAL DIRECT COSTS		\$47,960.00	\$14,960.00	\$33,000.00
Indirect Costs (15% of total direct costs)		\$7,194.00	\$0.00	\$7,194.00
TOTAL PROGRAM COSTS		\$55,154.00	\$14,960.00	\$40,194.00

Funding Sources

\$14,960 City of Maywood (27% of total cost)	\$40,194 Corporate Donors (73% of total cost)
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Note: The 15% indirect cost rate covers essential administrative functions including financial management, compliance monitoring, grant reporting, and organizational oversight necessary to ensure program quality and accountability.

Southeast Community Foundation

CITY OF MAYWOOD COMMUNITY BENEFIT FUND

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INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **MAR 01 2018**

SOUTHEAST COMMUNITY FOUNDATION
C/O JULIEANN K COYNE
1989 LINDA FLORA DR
LOS ANGELES, CA 90077

Employer Identification Number:
47-5277176
DLN:
17053254312027
Contact Person:
THOMAS E GERITY ID# 31664
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
October 1, 2015
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

SOUTHEAST COMMUNITY FOUNDATION

Sincerely,

Stephen A. Martin

Director, Exempt Organizations
Rulings and Agreements

Letter 947

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **MAR 01 2018**

SOUTHEAST COMMUNITY FOUNDATION
C/O JULIEANN K COYNE
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Letter 947

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Sincerely,

Stephen A. Martin

Director, Exempt Organizations
Rulings and Agreements

Letter 947

CITY OF MAYWOOD COMMUNITY BENEFIT FUND GUIDELINES AND PROCEDURES

I. BACKGROUND

The City of Maywood has established a “Community Benefit Fund” to support community based programs and activities.

II. PURPOSE

The purpose of this policy is to provide guidelines and procedures for the distribution of public funds, which will in turn fund community programs, activities and educational activities conduct by Eligible Organizations that meet the requirements and guidelines set forth by the City Council in this policy.

III. ELIGIBILITY AND POLICY

A. Eligible Organizations. The requesting organization must be: (1) a non-profit agency as defined by the Internal revenue Service (IRS) with a tax exempt status of 501(c)(3) and is in good standing in the State of California based in the City or provides programs or services to residents of the City; a school or school-based/affiliated organization located in the City; or other City-based organization such as athletic organizations or community groups (collectively called “Eligible Organizations”); (2) must be in existence prior to submittal of an application; and (3) must have a record of successfully providing the type of service, activity or program for which funding is requested.

B. Eligible Services and Activities. To apply for a grant under the City Community Benefit Fund, the Eligible Organization must provide a program, service, activity, event or other similar activities that have a benefit to the residents of the City of Maywood or the specified target group within the City by: (i) enhancing the quality of life or the delivery of services in the City; or (ii) providing educational opportunities for the residents or students of the City. Categories of services and activities eligible for grants include but are not limited to educational programs, cultural activities (i.e. music, art, dance, recreation), youth athletics, civic projects, health and safety programs, services sponsored by Maywood community organizations and public services (i.e. senior services, youth programs, health services). If the request relates to a community event, the event must be advertised and open to the public. **Grants will be awarded in maximum amounts of no more than \$15,000.**

C. Restrictions and Ineligible Organizations.

1. Grants shall not be used for religious activities or political campaigning purposes or activities.

2. A non-profit entity, a school or school-based/affiliated organization or other City-based organizations such as athletic organizations or community groups that have

CITY OF MAYWOOD COMMUNITY BENEFIT FUND GUIDELINES AND PROCEDURES

as a member of their board or executive leadership a City employee, a City elected or appointed official or members of their family, are not eligible to apply for a Community Benefit Fund grant. Family members include spouse or domestic partner, child, parent, grandparent, grandchild, cousin, aunt, uncle, sibling, niece, nephew, parent-in-law, brother-in-law or sister-in-law, as well as all step relationships.

D. City Projects. This policy does not preclude the City from undertaking and funding projects on its own initiative that would be a benefit to the community.

IV. APPLICATION PROCEDURES

A. Submittal of an Application. Applicants must use the Community Benefit Fund application form. Forms are available on the City website at www.cityofmaywood.org and at Maywood City Hall at 4319 E. Slauson Avenue, Maywood, CA 90270. Applications may be requested by email at claudia.zavala@cityofmaywood.org

B. Application Deadline. The City Council will have quarterly application cycles available to consider requests contingent upon monies being available under the program. The application cycles and deadlines are as follows:

	<u>Application Cycle</u>	<u>Application Deadline</u>
Quarter 1:	July 1 - September 30	June 1
Quarter 2:	October 1 - December 31	September 1
Quarter 3:	January 1 - March 30	December 1
Quarter 4:	April 1 - June 30	March 1

The application must be submitted by 5:00 p.m. on the applicable deadline date addressed to: City of Maywood, Attention: Community Benefit Fund via City Manager's Office, 4319 E. Slauson Avenue, Maywood, CA 90270.

C. General Information.

1. Applicants may apply for funds during any application cycle. Notwithstanding, funds must be requested and spent during the same fiscal year in which the award was approved by the City Council.
2. Organizations may submit only one application per fiscal year.
3. Funding to an Eligible Organization will not constitute a precedent for contributions in subsequent fiscal years.

CITY OF MAYWOOD COMMUNITY BENEFIT FUND GUIDELINES AND PROCEDURES

V. EVALUATION OF APPLICATION AND SELECTION PROCESS

A. Review of Applications. Following the application deadline, City Staff will review the applications. Applicants may be contacted if further information is requested, to answer questions, clarify their application, etc. All applications will be evaluated to ensure that the applicant is an "Eligible Organization" and that purpose for which the grant is sought is consistent with this policy. Applications and recommendations of Staff, if any, will be presented to the City Council during a regular scheduled City Council meeting for the Council's consideration and approval.

B. City Council Action. The City Council will take final action on award of all grants and maintains the discretion to fund in whole or in part any request or not to fund any or all requests during the Application Cycle. Alternatively, the City Council may hold-over any application into the next Application Cycle. In the case of multiple applications that are competing for limited available funds, consideration may be given to applications based on the following criteria: (i) the number of residents who are expected to benefit, participate in or be positively impacted by the program; (ii) the performance of the applicant in prior years, including demonstrated fiscal responsibility and compliance with applicable requirements; (iv) the amount of funding previously award to the applicant or the program or event in prior years; and (v) the total amount of funding requested as a proportion of the total available funds for the applicable fiscal year.

VI. POST AWARD REQUIREMENTS

A. Agreement. All Eligible Organizations elected to receive funds will be required to sign and execute an agreement with the City of Maywood.

B. Reporting. Eligible Organizations must complete a report, within 45 days of fund expenditure, describing the use of the grant and amount expended, the number of participants in the event or program, copies of any publicity of the event or program, and a narrative regarding the benefit to the City of Maywood. The City reserves the right to conduct an audit and/or require additional back-up information to substantiate how funds received from the City were expended. Failure to submit this required report will make the Eligible Organization ineligible for allocation of future funds until the required report is submitted. These reports will be reviewed and taken into account for evaluating subsequent funding proposals from that entity.

C. Request for Funds. The Eligible Organization receiving the funds is responsible for submitting a funds request to the City's Finance Director and shall allow the City up to 30 days to process the request. If a third-party vendor is the recipient of the funds (i.e. bus company used for field trip), then the request shall include the information regarding that vendor including their Tax Identification Number and the check shall be made payable to that vendor. If the grant is to be used to purchase tangible goods or services, the City has the discretion to purchase the goods or services directly and

**CITY OF MAYWOOD
COMMUNITY BENEFIT FUND
GUIDELINES AND PROCEDURES**

pass-through the goods or services to the Eligible Organization rather than provide the funding.

D. Return of Funds to the City. Unexpended funds must be returned to the City at the end of the fiscal year. Funds must also be returned to the City if the City determines that the applicant has not performed in accordance with the approved application listing the use of the funds.

E. Failure to Abide by Policy. The failure of an Eligible Organization to abide by this Policy will result in the Eligible Organization being denied for funding in the future.

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 11.

DATE: July 30, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: MOHAMMAD MOSTAHKAMI, PE

SUBJECT: MAYWOOD TEEN CENTER IMPROVEMENT PROJECT UPDATE

RECOMMENDATION:

It is recommended that the City Council receive and file a Presentation by IDS Group, Inc. (IDS) on the Maywood Teen Center Improvement Project.

BACKGROUND:

The City-owned property located at 4801 Slauson Avenue, totaling 8,188 square feet, has remained vacant for some time. It is now being proposed for reuse as a Teen Center, in alignment with the minimum space requirements for a Best Buy Teen Tech Center, which calls for at least 1,300 square feet, including a music studio and a staff office. Additionally, the space must be secure and capable of safely housing high-end equipment in a dedicated, standalone area.

In June 2023, IDS, through Transtech Consulting Engineers (the City's contract consulting engineer), began preparing a concept plan for the proposed Teen Center. The concept plan, developed with input from both Best Buy and City staff, was completed in December 2023. Based on this plan, the non-operational building will be renovated, remodeled, and repurposed for teen-focused programming and activities.

The scope of improvements includes:

- Façade renovations, including the installation of energy-efficient doors and windows.
- New Energy-efficient HVAC units
- Low Voltage and Audio Video system improvements
- Indoor and outdoor security cameras
- Skylight
- Updates to the existing monument sign to reflect the new Teen Center use.
- Interior renovations to accommodate teen learning and recreational spaces.
- Outdoor improvements such as new landscaping, outdoor gathering areas, and upgraded parking.
- Furniture Equipment and Finishes
- Signage and Graphics

The Teen Center will provide a venue for community-building, socialization, and active learning in areas such as technology (e.g., IT and 3D printing) and life skills (e.g., healthy cooking and nutrition).

On December 13, 2023, IDS presented the concept plan to the City Council. Following the presentation, the Council authorized staff to issue a Request for Proposals (RFP) for the preparation of final design plans, specifications, and an engineer's estimate for the Project.

The City issued the RFP on December 27, 2023, with a submittal deadline of February 12, 2024. Subsequently, on April 24, 2024, the City Council approved a Professional Services Agreement with IDS Group, Inc. for the preparation of the design plans, specifications, and engineer's estimate.

DISCUSSION:

The Maywood Teen Center Improvement Project presents a significant opportunity to transform a long-vacant City-owned facility into a vibrant hub for youth engagement and development. The proposed design, as developed by IDS Group, Inc., reflects the goals of both the City and Best Buy's Teen Tech Center program by reimagining the 8,188-square-foot building at 4801 Slauson Avenue to meet modern standards for safety, accessibility, and high-tech learning.

The proposed improvements include a full interior renovation with designated zones for programming, digital media, music production, STEM-based learning, and nutritional education. Exterior enhancements will include a refreshed façade with energy-efficient windows and doors, new landscaping, upgraded parking facilities, and updated signage to clearly identify the site as a community resource for teens.

The design plan ensures the building meets the spatial and functional requirements of the Best Buy Teen Tech Center, including secure areas for housing high-end technology and equipment. The inclusion of multipurpose indoor and outdoor spaces will enable flexible programming and community use. The project design is currently at 90% and completion is anticipated by Sept 2025. The estimated cost of the project ranges between \$6,500,000 to \$7,500,000.

IDS has been scheduled to make a presentation on the project and their design efforts to the City Council at tonight's meeting.

Staff is recommending that the City Council receive and file IDS's Presentation and provide feedback as deemed necessary.

LEGAL REVIEW:

The City Attorney has reviewed this report.

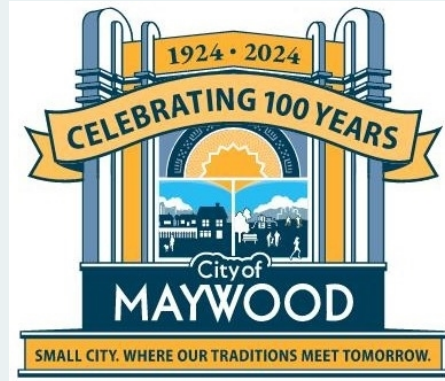
FISCAL IMPACT:

There is no fiscal impact associated with receiving and filing this presentation.

ATTACHMENT(S)

1. Presentation by IDS Group, Inc. - Maywood Teen Center

Presentation to City Council



CITY OF MAYWOOD

MAYWOOD TEEN CENTER

4801 SLAUSON AVENUE, MAYWOOD, CA 90270

WEDNESDAY, JULY 30 , 2025

EXISTING SITE PLAN



HELIOTROPE AVENUE



INDUSTRIAL TO INSPIRATIONAL: A TEEN CENTER TRANSFORMATION

We have transformed a vacant industrial-style paint shop into a vibrant teen center, bringing **new life** to both the **building** and the **community** through thoughtful revitalization.



- Dedicates the space to the growth and education of the younger generation.
- &
- Allows the building itself to become a tool for learning.



Before



After

MAIN ENTRANCE

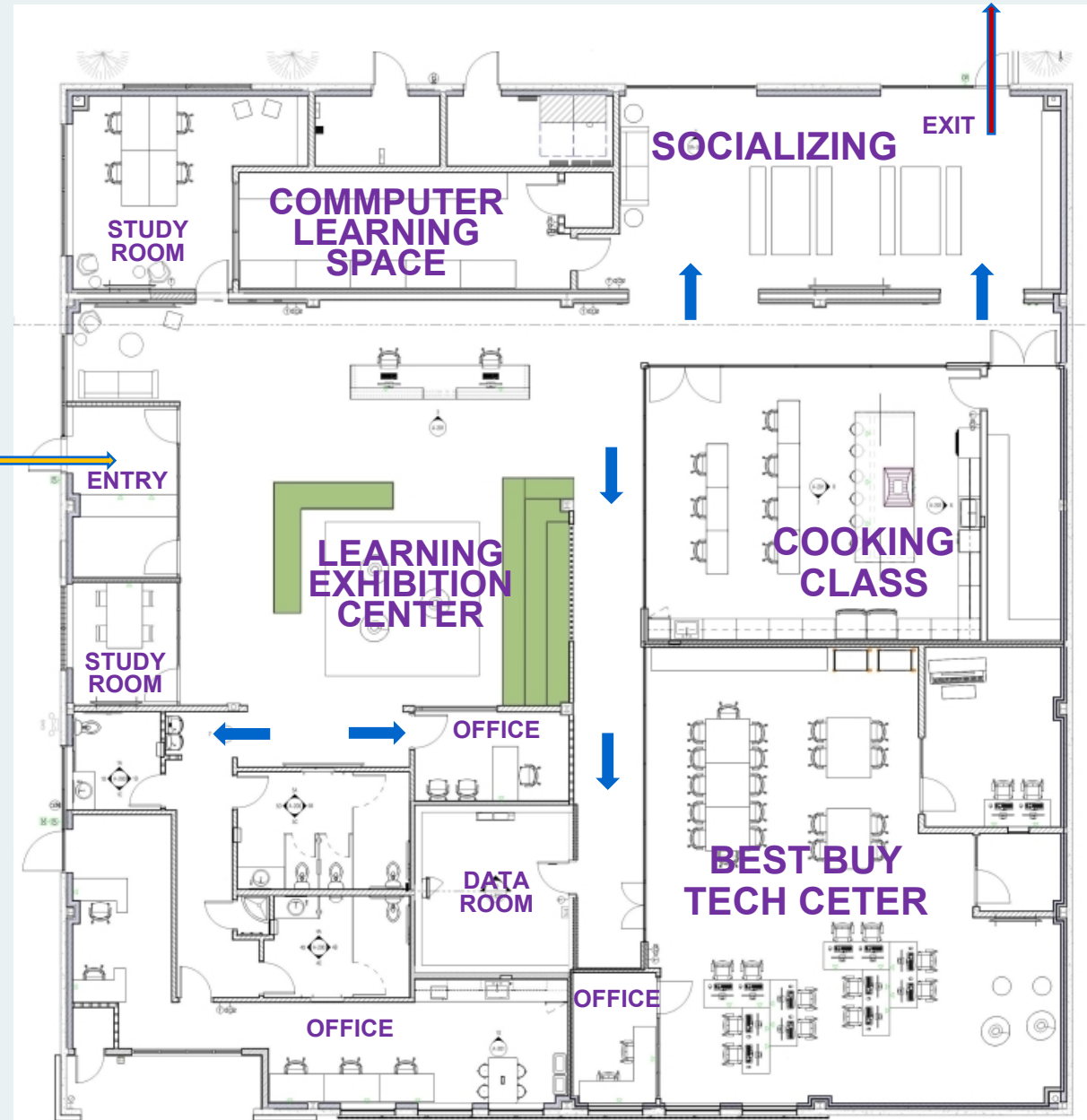


DESIGN STRATEGY

The circulation throughout the space is smooth and intuitive, guiding visitors naturally through the center. Innovation is at the core of this teen center, with flexible multi-use spaces and integrated technology that adapt to the evolving needs and interests of the youth.

- LEARNING EXHIBITION CENTER
- COOKING CLASS
- SOCIALIZING
- COMPUTER LAB
- STUDY ROOMS
- OFFICE AREA
- BEST BUY TECH CENTER

HELIOTROPE AVENUE



SLAUSON AVENUE

BIRD'S EYE VIEWS

BIRD'S EYE VIEW

HELIOTROPE AVENUE



BIRD'S EYE VIEW



HELIOTROPE AVENUE

INTERIOR VIEWS

HIGH PERFORMANCE INTERIOR ARCHITECTURE

We've prioritized efficiency in various aspects of the project.
A newly added **skylight** brings daylight and a view of the sky into the heart of the building:

Enhancing the atmosphere and supporting psychological well-being.

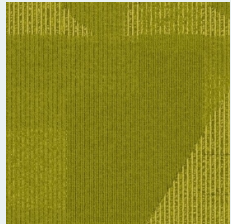


- Efficiency
- Functionality
- User Focused Design



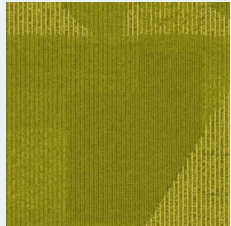
TECH CENTER

**BEST
BUY**
Teen Tech
Center



TECH CENTER

**BEST
BUY**
Teen Tech
Center



COOKING CLASS

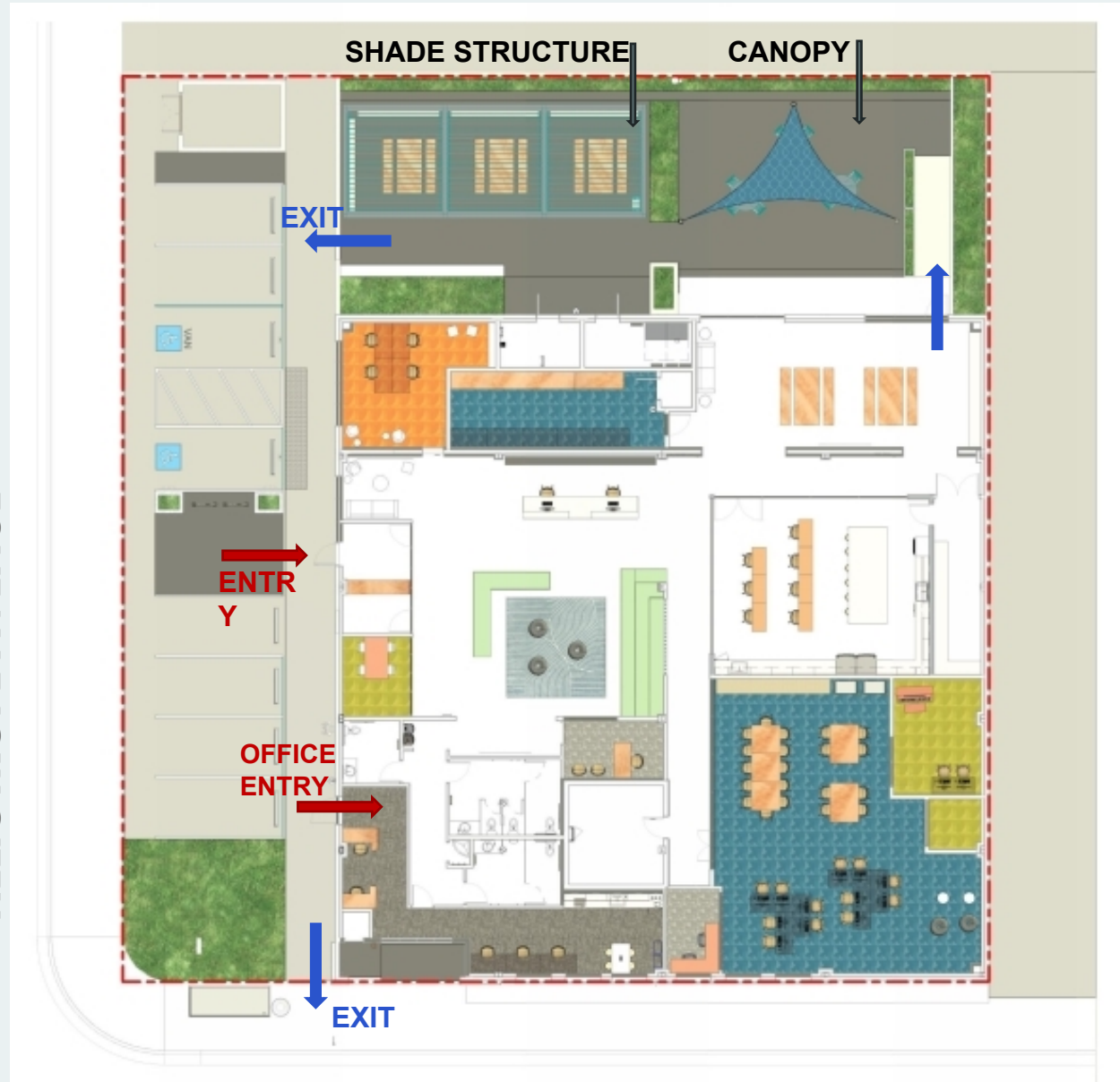


OUTDOOR AREA

SITE PLAN & OUTDOOR AREA

The Teen Center includes an open gathering area designed for **socializing**, featuring shaded spots and durable concrete seating for a **comfortable and welcoming environment**.

HELIOTROPE AVENUE



SLAUSON AVENUE

OUTDOOR AREA, SHADE STRUCTURE



OUTDOOR AREA, CANOPY





Thank You

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 12.

DATE: July 30, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: ROXANNE DIAZ, CITY ATTORNEY

BY: ROXANNE DIAZ, CITY ATTORNEY

SUBJECT: APPROVAL OF THE THIRD AMENDMENT TO THE CITY MANAGER EMPLOYMENT AGREEMENT BETWEEN THE CITY OF MAYWOOD AND JENNIFER E. VASQUEZ AND ADOPTION OF RESOLUTION NO. 6428 UPDATING AND AMENDING THE SALARY SCHEDULE RELATED TO THE CITY MANAGER

RECOMMENDATION:

Staff recommends that the City Council approve the Third Amendment to the City Manager Employment Agreement between the City of Maywood and Jennifer E. Vasquez and adopt Resolution No. 6428 updating and amending the salary schedule related to the City Manager.

BACKGROUND:

In 2019, the City conducted a formal recruitment and selection process for a City Manager wherein Jennifer E. Vasquez was appointed to the position. The parties entered into an employment agreement for a two-year term beginning on May 20, 2019 ("Employment Agreement"). On May 26, 2021, the parties entered into the First Amendment to the Employment Agreement, extending the term of the employment agreement through May 2024 as well as made additional adjustments to several terms, including salary. On September 27, 2023, after a performance evaluation, the parties entered into the Second Amendment to extend the term to May 19, 2028, provide a new base salary and provide benefits that are provided to other management employees of the City. After a performance review, the parties desire to further amend the Employment Agreement to amend the base salary and provide the City Manager with a city vehicle for business purposes.

DISCUSSION:

As in other cities, the City Manager is instrumental in implementing the goals of the City Council. In Maywood, some examples include securing \$14 million dollars of competitive grant funding over the last several years, which has allowed the City to implement critical infrastructure projects as well as launch new community programs. The City continues to partner and collaborate with other local governments, as well as the State, in a variety of areas and the City is active in various regional groups such as the Gateway Cities Council of Government, where the City has positioned itself as a leader in addressing regional housing and infrastructure challenges.

As is best practice, the City Council has conducted yearly performance evaluations of the City Manager. An evaluation was recently conducted in June 2025 and based on the positive performance evaluation, the parties desire to amend the Employee Agreement. Accordingly, the Third Amendment provides for a new base salary of \$223,644. In addition, the Third Amendment provides for the use of a city vehicle by the City Manager for

business purposes on a take-home basis. An automobile benefit is a typical benefit provided to city managers, either through a vehicle allowance or a take-home vehicle. There is no additional cost to the City as the vehicle being assigned to the City Manager is already in the City's fleet and is being used for business purposes by the City Manager. Under the Third Amendment, the vehicle is for business use, as well as commuting to and from the City as the City Manager often attends events in the evenings and weekends, and for other uses necessary to ensure the City Manager's availability to respond to the needs of the City. The use of the vehicle will be subject to any take-home vehicle policy of the City.

LEGAL REVIEW:

The City Attorney drafted this report.

FISCAL IMPACT:

Pursuant to the Third Amendment to the City Manager Employment Agreement, the annual salary will now be \$223,644 which is an increase of \$11,144 or approximately a 5.2% increase. This increase will be appropriated during the mid-year budget and is allocated to the General Fund and Special Funds based on the percentage allocation schedule. With regard to the vehicle, there is no additional cost as the vehicle is already in the City's fleet and the City maintains and insures the vehicle. It is an electric vehicle so there is no cost for gasoline.

ATTACHMENT(S)

1. Maywood- Resolution Updating Salary Schedule for City Manager
2. Maywood- Third Amendment to City Manager Employment Agreement (2)

RESOLUTION NO. 6428

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD
UPDATING THE SALARY SCHEDULE RELATED TO THE CITY
MANAGER AND AMENDING THE COMPREHENSIVE SALARY
SCHEDULE**

WHEREAS, the City Manager is an appointed position and such position is included in the City's Comprehensive Salary Schedule; and

WHEREAS, the salary schedule is required to be amended to update the adjusted base salary of the City Manager.

**NOW, THEREFORE, THE CITY COUNCIL FOR THE CITY OF MAYWOOD
DOES HEREBY RESOLVE AS FOLLOWS:**

SECTION 1. The recitals set forth above are true and correct and incorporated herein as if set forth in full.

SECTION 2. The City Council hereby establishes, approves and adopts the salary range for the City Manager as follows:

<u>Position (Job Title) - Full Time</u>	<u>Range (Annual)</u>
City Manager	\$223,644

SECTION 3. The City Council directs the Human Resources Manager to incorporate the adjusted salary range herein as part of the Fiscal Year 2024-2025 and 2025-2026 Comprehensive Salary Schedule.

SECTION 4. This Resolution shall be effective immediately upon its passage and approval.

SECTION 5. The City Clerk shall certify the passage and adoption of this Resolution and shall enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED, this 30th day of July 2025.

Mayra Aguiluz, Mayor

ATTEST:

Miguel Leon, Deputy City Clerk

APPROVED AS TO FORM:

Roxanne Diaz, City Attorney

I, Miguel Leon, Deputy City Clerk of the City of Maywood, do hereby certify that the foregoing Resolution No. 6428 was adopted at a regular meeting of the City Council of the City of Maywood held on the 30th day of July, 2025 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Miguel Leon, Deputy City Clerk

THIRD AMENDMENT TO THE CITY MANAGER EMPLOYMENT AGREEMENT

This Third Amendment to the City Manager Employment Agreement dated May 14, 2019, as amended, is made and entered into as of July 30, 2025, by and between the City of Maywood ("City"), a California municipal corporation, and Jennifer E. Vasquez, an individual ("Employee").

RECITALS

A. Following a formal recruitment and selection process for a City Manager, on May 14, 2019, the City and Employee entered into the City Manager Employment Agreement ("Employment Agreement") setting forth the terms and conditions of employment, including salary and benefits.

B. On May 12, 2021, following a performance evaluation of the City Manager, the City and Employee entered into the First Amendment to the Employment Agreement ("First Amendment") amending the term, salary and other provisions related to the City Manager's employment. The Employment Agreement and First Amendment shall be referred to herein collectively as "Employment Agreement."

C. On September 27, 2023, following a performance evaluation of the City Manager, the City and Employee entered into the Second Amendment to the Employment Agreement ("Second Amendment") which extended the term to May 19, 2028 and amended the base salary and revised other provisions of the Employment Agreement. The Employment Agreement, First Amendment and Second Amendment shall be referred to herein collectively as "Employment Agreement."

D. The City Council conducted a performance evaluation of the City Manager on June 25, 2025. Following the performance evaluation, the City and Employee desire to amend certain terms of the Employment Agreement regarding salary and benefits.

NOW THEREFORE, for good and valuable consideration of the mutual covenants and conditions herein contained, City and Employee agree as follows:

Section 1. Salary Adjustment. Beginning on May 20, 2025, City shall pay Employee an annual salary of \$223,644, subject to legally permissible or required deductions and withholdings, prorated and paid on City's normal pay days. Employee's salary is compensation for all hours worked and for all services under this Employment Agreement, including those as an Executive Director or involving any other position, office or appointment associated with the City. Employee shall be exempt from the overtime pay provisions of California law (if any) and federal law.

Beginning on May 20, 2026, and yearly thereafter, Employee shall automatically receive a Cost of Living salary increase without the need for further City Council action or

amendment of this Employment Agreement, based on the change in the California Consumer Price Index for Urban Wage Earners and Clerical Workers as calculated by the California Department of Industrial Relations for Los Angeles-Long Beach-Anaheim for the immediately preceding April-April period.

Section 2. A new subparagraph (10) entitled “Auto” shall be added to paragraph (B) (“Employment Benefits”) of Section 4 (“Salary and Benefits”) of the Employment Agreement to read as follows:

“(10) Auto. The City shall provide Employee a City-owned or leased vehicle for business use, for commuting to and from work and for other use necessary to ensure Employee’s availability to respond to the needs of the City. City shall bear all the fixed and variable costs and expenses of the vehicle, except for fuel (if needed). Use of the vehicle is subject to any take-home vehicle policy established by the City.”

Section 3. Except as specifically amended by this Second Amendment, the remaining terms of the Employment Agreement shall remain in full force and effect. In the event of a conflict between the provisions of this Second Amendment and the provisions of the Employment Agreement, the provisions of this Second Amendment shall control.

In witness whereof the parties have executed this Third Amendment as of the date set forth above.

EMPLOYEE:

Jennifer E. Vasquez

CITY OF MAYWOOD:

Mayra Aguiluz, Mayor

ATTEST:

Miguel Leon, Deputy City Clerk

APPROVED AS TO FORM:

Roxanne Diaz, City Attorney