



GAIL FARBER, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

900 SOUTH FREMONT AVENUE
ALHAMBRA, CALIFORNIA 91803-1331
Telephone: (626) 458-5100
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE
REFER TO FILE: **AS-0**

July 23, 2014

NOTICE OF REQUEST FOR PROPOSALS FOR AS-NEEDED CHANNEL RIGHT-OF-WAY CLEARING SERVICES – SOUTH AREA (2014-AN029)

PLEASE TAKE NOTICE that Public Works requests proposals for the contract for As-Needed Channel Right-of-Way Clearing Services – South Area (2014-AN029). The contract has a potential maximum contract term of five years, consisting of an initial one-year term and four additional one-year optional renewals. The total annual contract amount of this service is estimated to be \$500,000. The Request for Proposals (RFP) with contract specifications, forms, and instructions for preparing and submitting proposals may be accessed at <http://dpw.lacounty.gov/asd/contracts> or may be requested from Ms. Janet Lee at (626) 458-7167, jalee@dpw.lacounty.gov, Monday through Thursday, 7 a.m. to 5 p.m.

PLEASE CHECK THE WEBSITE FREQUENTLY FOR ANY CHANGES TO THIS SOLICITATION. ALL ADDENDA AND INFORMATIONAL UPDATES WILL BE POSTED AT <http://dpw.lacounty.gov/asd/contracts>.

Minimum Requirement(s): Proposers must meet all minimum requirements set forth in the RFP document including, but not limited to:

1. Proposers must have a minimum of three years of experience providing landscaping services similar to the service being solicited. **Subcontracting is not allowed to meet this requirement.**
2. Proposer's on-site working supervisors for each crew must have a minimum of three years of experience supervising landscaping services similar to the service being solicited. **Subcontracting is not allowed to meet this requirement.**
3. Proposer must provide a minimum of two truck drivers with a valid State of California Department of Motor Vehicles Class A or B commercial drivers' license as well as any other required licenses or endorsements required by

Federal, State, and local regulations. **Subcontracting is not allowed to meet this requirement.**

4. Proposer must submit a copy of a valid and active State Contractor's Class C-27 (Landscaping Contractor) license. **Subcontracting is not allowed to meet this requirement.**
5. Proposer and/or its subcontractor employee(s) must submit a copy of a valid and active arborist and/or horticulturist certification.
6. Proposer must submit a copy of a valid and active Waste Collector Permit issued by the County Department of Public Health (DPH). Proposers who do not possess the permits at the proposal deadline date may submit other forms of verification including, but not limited to, a copy of DPH's invoice to Proposer for permit fees along with a copy of proof of payment such as a cashier's check, money order, or cancelled check (transpired beyond five days). **Subcontracting is not allowed to meet this requirement.**

A Proposers' Conference will be held on **Wednesday, August 13, 2014, at 9:30 a.m.** at Public Works Imperial Yard, 5525 East Imperial Highway, South Gate, California 90280. A walk-through will be conducted after the conference. **ATTENDANCE BY THE PROPOSER OR AN AUTHORIZED REPRESENTATIVE AT THE CONFERENCE AND WALK-THROUGH IS MANDATORY.** Public Works will reject proposals from those whose attendance at the conference cannot be verified. Attendees should be prepared to ask questions at that time about the specifications, proposal requirements, and contract terms. After the conference, Proposers must submit questions in writing and request information for this solicitation within three business days from the date of the conference.

The deadline to submit proposals is Wednesday, August 27, 2014, at 5:30 p.m. Please direct your questions to Ms. Lee at the number listed on the previous page.



Individuals requiring reasonable accessibility accommodations may request written materials in alternate formats, physical accessibility accommodations, sign language interpreters, or other reasonable accommodations by contacting our departmental Americans with Disabilities Act Coordinator at (626) 458-4081, from 7:30 a.m. to 5 p.m., Monday through Thursday (excluding holidays). Persons who are deaf or hard of hearing may make contact by first dialing the California Relay Service at 7-1-1. Requests should be made at least one week in advance to ensure availability. When making a reasonable accommodation request, please reference AS-0.

Very truly yours,

GAIL FARBER
Director of Public Works

A handwritten signature in black ink, appearing to read "Gary Hildebrand", written over the printed name.

GARY HILDEBRAND
Deputy Director

JL

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Enc.

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS
REQUEST FOR PROPOSALS
FOR
AS-NEEDED CHANNEL RIGHT-OF-WAY CLEARING
SERVICES - SOUTH AREA (2014-AN029)



Approved July 23, 2014
Gail Farber
Director of Public Works

By: *Gail Michael*
Deputy Director

REQUEST FOR PROPOSALS
FOR
AS-NEEDED CHANNEL RIGHT-OF-WAY CLEARING SERVICES – SOUTH AREA
(2014-AN029)

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PART I

REQUEST FOR PROPOSALS

SECTION 1

INTRODUCTION

A. Proposers' Conference

Each Proposer or an authorized representative must attend a Proposers' Conference and walk-through to be held at the place, date, and time announced in the Notice of Request for Proposals. **ALL INTERESTED PROPOSERS OR THEIR AUTHORIZED REPRESENTATIVE MUST ATTEND THIS CONFERENCE AND WALK-THROUGH.** Proposals received from Proposers not signed in as attending this conference and walk-through will be rejected as nonresponsive. Proposers are encouraged to be prepared to ask questions concerning the Request for Proposals (RFP), contract requirements, specifications, terms, and conditions. For example, questions may address concerns, if any, that the application of minimum mandatory requirements, evaluation criteria, and/or business requirements would unfairly disadvantage Proposers or, due to unclear instructions, may result in the County not receiving the best possible responses from Proposers. Upon conclusion of the Proposers' Conference, Public Works will only provide further clarifications and/or answers concerning this solicitation through an addendum and/or informational update, to all who attended the conference.

B. Minimum Mandatory Requirements

Interested and qualified Proposers, who can demonstrate their ability to successfully provide the required services outlined in Exhibit A, Scope of Work, of this RFP are invited to submit a proposal, provided they meet the following requirement(s) at the time of proposal submission:

1. Proposers must have a minimum of three years of experience providing landscaping services similar to the service being solicited. **Subcontracting is not allowed to meet this requirement.**
2. Proposer's on-site working supervisors for each crew must have a minimum of three years of experience supervising landscaping services similar to the service being solicited. **Subcontracting is not allowed to meet this requirement.**
3. Proposer must provide a minimum of two truck drivers with an active and valid State of California Department of Motor Vehicles Class A or B commercial drivers' license, as well as any other required licenses or endorsements required by Federal, State, and local regulations. **Subcontracting is not allowed to meet this requirement.**

4. Proposer must submit a copy of a valid and active State Contractor's Class C-27 (Landscaping Contractor) license. **Subcontracting is not allowed to meet this requirement.**
5. Proposer and/or its subcontractor employee(s) must submit a copy of a valid and active arborist and/or horticulturist certification.
6. Proposer must submit a copy of a valid and active Waste Collector Permit issued by the County Department of Public Health (DPH). Proposers who do not possess the permits at the proposal deadline date may submit other forms of verification including, but not limited to, a copy of DPH's invoice to Proposer for permit fees along with a copy of proof of payment such as a cashier's check, money order, or cancelled check (transpired beyond five days). **Subcontracting is not allowed to meet this requirement.**

C. Contract Analyst

Proposers are instructed not to contact any County personnel other than the Contract Analyst listed below regarding this solicitation. All contact regarding this RFP or any matter relating thereto must be in writing and may be mailed, e-mailed, or sent via facsimile to:

County of Los Angeles Department of Public Works
Administrative Services Division – 9th Floor
Attention Ms. Janet Lee
P.O. Box 1460
Alhambra, California 91802-1460

E-mail: jalee@dpw.lacounty.gov
Telephone: (626) 458-7167
Facsimile: (626) 458-4194

If it is discovered that a Proposer contacted and received material information from any County personnel, other than the Contract Analyst named in the Notice of Request for Proposals and above, regarding this solicitation, the County, in its sole determination, may disqualify their proposal from further consideration.

D. Child Support Compliance Program

Proposers shall: 1) fully comply with all applicable State and Federal reporting requirements relating to employment reporting for its employees; and 2) comply with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignment, and continue to maintain compliance during the term of any contract that may be awarded pursuant to this solicitation. Failure to comply may be cause for termination of a contract and/or initiation of debarment proceedings against the noncompliant contractor (County Code Chapter 2.202).

E. County Rights and Responsibilities

The County has the right to amend this RFP by written addendum prior to the proposal submission deadline. The County is responsible only for that which is expressly stated in this solicitation document and any authorized written addenda. Addendums shall be made available to each person or organization that attended the Proposers' Conference. Should an addendum(s) require additional information not previously requested, failure to address the requirements of such addendum may result in the proposal not being considered, as determined in the sole discretion of the County. The County is not responsible for and shall not be bound by any representations otherwise made by any individual acting or purporting to act on its behalf.

F. Defaulted Property Tax and Reduction Program

1. The resultant contract from this RFP will be subject to the requirements of the County's Defaulted Property Tax Reduction Program ("Defaulted Tax Program") (Los Angeles County Code, Chapter 2.206). The successful contractors should carefully read the Defaulted Tax Program Ordinance, Exhibit E. Proposers should carefully read the pertinent Defaulted Tax Program provisions in Part II, Exhibit B, Service Contract General Requirements, Section 11, Compliance with County's Defaulted Property Tax Reduction Program. The Defaulted Tax Program applies to both contractors and their subcontractors, if any.
2. Proposers shall be required to certify that they are in full compliance with the provisions of the Defaulted Tax Program and shall maintain compliance during the term of any contract that may be awarded pursuant to this solicitation or shall certify that they are exempt from the Defaulted Tax Program by completing Certification of Compliance with The County's Defaulted Property Tax Reduction Program (Form PW-17). Failure to maintain compliance, or to timely cure defects, may be cause for termination of a contract or initiation of debarment proceedings against the noncompliant contractor (Los Angeles County Code, Chapter 2.202). Proposals that fail to comply with the certification requirements of the Defaulted Tax Program will be considered nonresponsive and excluded from further consideration.

G. GAIN and GROW Programs

As a threshold requirement for consideration for contract award, Proposers shall demonstrate a proven record of hiring participants in the County's Department of Public Social Services' Greater Avenue for Independence (GAIN) and General Relief Opportunity for Work (GROW) Programs or shall attest to a willingness to consider GAIN and GROW participants for any future employment opening if they meet the minimum qualifications for that opening. Additionally, Proposers shall attest to a willingness to provide employed GAIN and GROW participants access to

Proposer's employee mentoring program, if available, to assist these individuals in obtaining permanent employment and/or promotional opportunities. Proposers who are unable to meet this requirement shall not be considered for contract award. Proposers shall certify compliance on Form PW-10, GAIN and GROW Employment Commitment.

H. SPARTA Program

A County program, known as SPARTA (Service Providers, Artisan and Tradesman Activities) may be able to assist potential Contractors in obtaining affordable liability insurance. The SPARTA Program is administered by the County's insurance broker, Merriwether & Williams. For additional information, Proposers may call Merriwether & Williams toll-free at (800) 420-0555 or can access their website directly at www.2sparta.com.

I. Indemnification and Insurance

The successful contractor will be required to comply with the indemnification provisions contained in Exhibit B, Section 5, Indemnification and Insurance Requirements. The contractor will be required to procure, maintain, and provide the County proof of insurance coverage for all programs of insurance along with associated amounts specified throughout the entire term of the proposed contract, without interruption or break in coverage.

J. Injury and Illness Prevention Program

The successful contractor will be required to comply with the State of California's Cal/OSHA's regulations. Section 3203 of Title 8 in the California Code of Regulations requires all California employers to have a written, effective Injury and Illness Prevention Program that addresses hazards pertaining to the particular workplace covered by the program.

K. Interpretation of Request for Proposals

The definitions and other rules of interpretation set forth in Part II, Sample Agreement and Exhibit B, Section 1, Interpretation of Contract, also apply to interpretation of this RFP.

L. Jury Service Program

1. The resultant contract from this RFP will be subject to the requirements of the County's Contractor Employee Jury Service Ordinance (Jury Service Program, Los Angeles County Code Chapter 2.203). Proposers should carefully read the pertinent jury service provisions in the Part II, Exhibit B, Service Contract General Requirements, Section 7, Compliance with County's Jury Service Program. The Jury Service Program applies to both Contractors and their subcontractors, if any. Proposals that fail to comply

with the requirements of the Jury Service Program will be considered nonresponsive and excluded from further consideration.

2. The Jury Service Program requires contractors and their subcontractors, if any, to have and adhere to a written policy that provides that its employees shall receive from the contractor, on an annual basis, no less than five days of regular pay for actual jury service. The policy may provide that employees deposit any fees received for such jury service with the contractor or that the contractor deduct from the employee's regular pay the fees received for jury service. For purposes of the Jury Service Program, "employee" means any California resident who is a full-time employee of a contractor, and "full-time" means 40 hours or more worked per week or a lesser number of hours if: 1) the lesser number is a recognized industry standard as determined by the County; or 2) the Proposer has a long-standing practice that defines the lesser number of hours as full-time. Therefore, the Jury Service Program applies to all of a contractor's full-time California employees, even those not working specifically on the County project. Full-time employees providing short-term, temporary services of 90 days or less within a 12-month period are not considered full-time for purposes of the Jury Service Program.
3. There are two ways in which a contractor might not be subject to the Jury Service Program. The first is if the contractor does not fall within the Jury Service Program's definition of "contractor." The Jury Service Program defines "contractor" to mean a person, partnership, corporation, or other entity which has a contract with the County or a subcontract with a County contractor and has received or will receive an aggregate sum of \$50,000 or more in any 12-month period under one or more County contracts or subcontracts. The second is if the contractor meets one of the two exceptions to the Jury Service Program. The first exception concerns small businesses and applies to contractors that have: 1) ten or fewer employees; and 2) annual gross revenues in the preceding 12 months which, if added to the annual amount of this proposed contract is less than \$500,000; and 3) is not an "affiliate or subsidiary of a business dominant in its field of operation." The second exception applies to Contractors that possess a collective bargaining agreement that expressly supersedes the provisions of the Jury Service Program. The Contractor is subject to any provision of the Jury Service Program not expressly superseded by the collective bargaining agreement.
4. If a contractor does not fall within the Jury Service Program's definition of "contractor" or if it meets any of the exceptions to the Jury Service Program, then the Contractor must so indicate in the Contractor Employee Jury Service Program Application for Exception and Certification Form (Form PW-3) and include with its submission all necessary documentation to support the claim, such as tax returns or a collective bargaining agreement, if applicable. Upon reviewing the contractor's application, the County will determine, in its sole discretion, whether the

contractor falls within the definition of "contractor" or meets any of the exceptions to the Jury Service Program. The County's decision will be final.

M. Local Small Business Enterprise Preference Program

1. To the extent permitted by State and federal law and when the price category is scored, the County will give Local SBE preference during the solicitation process to businesses that meet the definition of a Local Small Business Enterprise (Local SBE), consistent with Chapter 2.204.030C.1 of the Los Angeles County Code. A Local SBE is defined as: 1) a business certified by the State of California as a small business and 2) has had its principal office located in Los Angeles County for at least one year. The business must be certified by the Office of Small Business as meeting the requirements set forth in Nos. 1 and 2 above prior to requesting the Local SBE Preference in a solicitation.
2. To apply for certification as a Local SBE, businesses may register at the Los Angeles County Office of Small Business' website at:

<http://www.laosb.org>

3. Certified Local SBEs must request the SBE Preference in their solicitation responses and may not request the preference unless the certification process has been completed and certification affirmed. Businesses must attach their Local SBE Certification Letter to a completed Form PW-9, Request for Local SBE Preference Program Consideration and CBE Firm/Organization Information Form with their proposal. Sanctions and financial penalties may apply to a business that knowingly, and with intent to defraud, seeks to obtain or maintain certification as a certified Local SBE.
4. Information about the State's small business enterprise certification regulations is in the California Code of Regulations, Title 2, Subchapter 8, Section 1896 et seq., and is also available on the California Department of General Services Office of Small Business Certification and Resources website at <http://www.dgs.ca.gov/pd/program/osds.aspx>.

N. Notification to County of Pending Acquisitions/Mergers by Proposing/Bidding Company

The Proposer shall notify the County of any pending acquisitions/mergers of their company. This information shall be provided by the Proposer on Form PW-1, Verification of Proposal. The proposed contract will only be awarded to the entity that submitted the proposal. Any acquisitions and merger will be handled pursuant to Exhibit B, Section 2.B, Assignment and Delegation, and evaluated in accordance with the Board's policy regarding contractors engaged in mergers and acquisitions. Failure of the Proposer to provide this information may eliminate its proposal/bid from any further consideration.

O. Prompt Payment Program

It is the intent of the County that Certified Local SBEs receive prompt payment for services they provide to County departments. Prompt payment is defined as 15 calendar days after the receipt of an undisputed and approved invoice.

P. Proposer's Charitable Contributions Compliance

California's "Supervision of Trustees and Fundraisers for Charitable Purposes Act" regulates receiving and raising charitable contributions. Among other requirements, those subject to the Charitable Purposes Act must register. The 2004 Nonprofit Integrity Act (SB 1262, Chapter 919) increases Charitable Purposes Act requirements. New rules cover California public benefit corporations, unincorporated associations, trustee entities, and may include similar foreign corporations doing business or holding property in California. Key Nonprofit Integrity Act requirements affect executive compensation, fund-raising practices, and documentation. Charities with over \$2 million of revenues (excluding funds that must be accounted for to a governmental entity) have new audit requirements.

All prospective contractors must determine if they receive or raise charitable contributions, which subject them to the Charitable Purposes Act and complete the certification form attached as Form PW-12. A completed Form PW-12 is a required part of any agreement with the County.

In Form PW-12, prospective contractors certify either that:

1. They have determined that they do not now receive or raise charitable contributions regulated under the California Charitable Purposes Act (including the Nonprofit Integrity Act) but will comply if they become subject to coverage of those laws during the term of a County contract; or
2. They are currently complying with their obligations under the Charitable Purposes Act, attaching a copy of their most recent filing with the Registry of Charitable Trusts.

Prospective County contractors that do not complete Form PW-12 as part of the solicitation process may, in the County's sole discretion, be disqualified for contract award. A County contractor that fails to comply with its obligations under the Charitable Purposes Act is subject to either contract termination or debarment proceedings or both (County Code Chapter 2.202).

Q. Proposal Requirements and Contract Specifications

1. Persons who wish to contract with the County may respond to this RFP by submitting a proposal in the form described in the following sections and attachments. Proposers are instructed to carefully read these Terms, Requirements, Specifications, Conditions, Attachments, and Exhibits.

2. Requirements for proposals are explained in Part I of this RFP.
3. The proposed contract's specifications and requirements are fully described in Part II, Sample Agreement; Exhibit A, Scope of Work; and Exhibit B, Service Contract General Requirements. Proposers are also requested to review Attachment 1, Policy on Doing Business with Small Business; Attachment 2, Debarred Vendors Report; and Attachment 3, County of Los Angeles Lobbyist Ordinance.
4. Dates and times of the Proposers' Conference and for the submission of Proposals are set forth in the Notice of Request for Proposals.

R. Security and Background Investigations

Each of the Contractor's or subcontractor's staff performing services under this Contract who is in a designated sensitive position, as determined by the County in County's sole discretion, shall undergo and pass a background investigation to the satisfaction of County as a condition of beginning and continuing to perform services under this Contract. Such background investigation must be obtained through fingerprints submitted to the California Department of Justice to include State and local-level review, which may include, but shall not be limited to, criminal conviction information. The fees associated with the background investigation shall be at the expense of the Contractor, regardless if the member of Contractor's staff passes or fails the background investigation.

S. Transitional Job Opportunities Preference Program

To the extent permitted by State and Federal law in evaluating proposals and when the price category is scored, the County will give preference to businesses that are certified by the County as Transitional Job Opportunity vendors, consistent with Chapter 2.205 of the Los Angeles County Code. A Certified Transitional Job Opportunity vendor is, and has been such for three years, an entity: that is a nonprofit organization recognized as tax exempt pursuant to section 501 (c)(3) of the Internal Revenue Services Code; set forth, under penalty of perjury, such information as requested by the County on either electronic or hard copy forms, along with their application form and three most recent annual tax returns to Public Works with their proposal response to contracting solicitation for which they are competing; has been in services to program participants; and provided a profile of their program a description of their program components designed to assist program participants, number of past program participants, and any other information requested by Public Works. Transitional Job Opportunities vendors must request the preference in their solicitation responses (Form PW-13) and may not receive the preference until their certification has been affirmed by Public Works. County must verify the Transitional Job Opportunity vendor certification prior to applying the preference. Sanctions and financial penalties may apply to a vendor that knowingly and with intent to defraud seeks to obtain or maintain certification as a Transitional Job Opportunities vendor.

T. Vendor Registration

Proposers must register on-line with the County's web-based vendor registration system to facilitate the contract award process. Registration can be accomplished on-line via the Internet by accessing the County's home page at http://lacounty.info/doing_business/main_db.htm and click on "Vendor Registration Information – Self-Registration." Being registered will assist the Proposer in receiving notifications of the release of County solicitations that may be of interest to the Proposer.

U. Disabled Veteran Business Enterprise (DVBE) Preference Program

1. The County will give DVBE preference during the solicitation process to businesses that meet the definition of a Disabled Veteran Business Enterprise (DVBE), consistent with Chapter 2.211 of the Los Angeles County Code. A DVBE is defined as: 1) a business which is certified by the State of California as a Disabled Veteran Business Enterprise (DVBE); or 2) a business which is certified by the Department of Veterans Affairs as a Service Disabled Veteran Owned Small Business (SDVOSB).
2. Certified DVBEs must request the DVBE Preference in their solicitation responses and may not request the preference unless the certification process has been completed and certification affirmed.
3. In no case shall the DVBE Preference Program price or scoring preference be combined with any other county preference program to exceed 8 percent in response to any county solicitation.
4. Sanctions and financial penalties may apply to a business that knowingly, and with intent to defraud, seeks to obtain or maintain certification as a certified DVBE.
5. To request the Disabled Veteran Business Enterprise preference, Proposer must complete and submit the Request for Disabled Veteran Business Enterprise Consideration form in Form PW-18 with supporting documentation with their proposal.

Information about the State's DVBE certification regulations is found in the California Code of Regulations, Title 2, Subchapter 8, Section 1896 et seq., and is also available on the California Department of General Services Office of Disabled Veteran Business Certification and Resources Website at <http://www.pd.dgs.ca.gov>.

Information about the State's DVBE certification regulations is found in the California Code of Regulations, Title 2, Subchapter 8, Section 1896 et seq., and is also available on the California Department of General Services Office of Disabled Veteran Business Certification and Resources Website at <http://www.pd.dgs.ca.gov>.

Information on the Department of Veteran Affairs SDVOSB certification regulations is found in the Code of Federal Regulations, 38CFR 74 and is also available on the Department of Veterans Affairs Website at <http://www.vetbiz.gov>.

V. Time Off for Voting

The Contractor shall notify its employees, and shall require each subcontractor to notify and provide to its employees, information regarding the time off for voting law (Elections Code Section 14000). Not less than ten days before every Statewide election, every Contractor and subcontractors shall keep posted conspicuously at the place of work, if practicable, or elsewhere where it can be seen as employees come or go to their place of work, a notice setting forth the provisions of Section 14000.

W. Prevailing Wage

The Director of the California Department of Industrial Relations has established the general prevailing rate of per diem wages for each craft, classification, type of worker, or mechanic needed to execute public works and improvements. The current general prevailing wage rate determinations are available at www.dir.ca.gov/dlsr/pwd/index.htm. The Contractor is required to pay its agents and employees the applicable, current prevailing wage rate and is responsible for selecting the classification of workers required to perform this service.

SECTION 2

PROPOSAL PREPARATION AND SUBMISSION

A. Proposal Format and Content Requirements

Proposals shall be bound and presented in the sequence, with the content tabbed and paginated in the format stated below. Failure to provide the required information or to strictly comply with these guidelines may be a basis for rejection of the Proposal as nonresponsive at the County's sole discretion:

1. Title page

The title page shall show the Proposer's name, title of the service requested, local address, telephone number, and date of submittal.

2. Table of Contents

A comprehensive table of contents shall list all material included in the Proposal.

3. Letter of Transmittal

A person legally authorized to enter into contracts for the Proposer shall sign the Letter of Transmittal. The letter must include a brief statement of the Proposer's understanding of the work to be accomplished and a list of names of individuals authorized to make representations for the Proposer, their titles, addresses, e-mail addresses, and telephone numbers.

4. Support Documents for Corporations and Limited Liability Companies

a. Corporations

Proposer must provide a copy of the corporation's "Certificate of Good Standing" with the State of California or state of incorporation and the most recent "Statement by Domestic (or Foreign) Stock Corporation" as filed with the California Secretary of State or state of incorporation. The "Statement of Information" must list the corporate officers. If Proposer's most recent Statement has only the "No change in information" box checked, the Proposer must also submit the most recent endorsed "Statement of Information," which includes a list of corporate officers.

b. Limited Liability Companies

Proposer must provide a copy of the most recent "Statement by Domestic (or Foreign) Stock Corporation" as filed with the California Secretary of State or state of incorporation. If Proposer's most recent Statement has only the "No change in information" box checked, the Proposer must also submit the most recent endorsed

"Statement of Information," which includes a list of corporate officers. The "Statement of Information" must list the corporate officers.

5. Experience

FAILURE TO PREPARE AND INCLUDE AN EXPERIENCE SECTION MAY RESULT IN DISQUALIFICATION OF THE PROPOSAL.

Proposer's capabilities and experience shall be described comprehensively in order to provide for a meaningful evaluation and assessment. The narrative should discuss each of the following subject areas:

- Background.
- Organization (provide a chart or outline of the firm's organizational structure showing the roles of all personnel involved with this Contract, if awarded, identifying each by name/position).
- Identify the roles of and submit resumes for the firm, principals, managing employees, on-site supervisors, other key staff, presenters, Subcontractors, and any other staff involved with this Contract, if awarded.
- Provide additional information for staff involved with this Contract, if awarded, with specific information regarding length and quality of experience providing similar services as described in Exhibit A, Scope of Work.
- Demonstrate how the Proposer complies with requirements outlined in Part I, Section 1.B, Minimum Mandatory Requirements, if any.
- Demonstrate how the proposers have a minimum of three years of experience providing landscaping services similar to the service being solicited. **Subcontracting is not allowed to meet this requirement.**
- Demonstrate how Proposer's on-site working supervisors for each crew must have a minimum of three years of experience supervising landscaping services similar to the service being solicited. **Subcontracting is not allowed to meet this requirement.**

6. Work Plan

FAILURE TO PREPARE AND INCLUDE A WORK PLAN MAY RESULT IN DISQUALIFICATION OF THE PROPOSAL.

Describe comprehensively and in detail how the service will be performed to meet or exceed the requirements of Exhibit A, Scope of Work. Prepare and

include a staffing plan that specifically describes the number of staff who will be committed to the project and their qualifications. If possible, list them by name. Describe and include the schedules, procedures, techniques, and methods that will be employed in meeting the objectives outlined in the Scope of Work. These may include personnel management, training, subcontracting, emergency and contingency planning, recruitment and replacement, supervision, supplies, uniforms, identification badges, safety, communications, and quality control.

The work plan must describe in detail each component, each within its own separate heading set forth below, including but not limited to:

- a. Contractor shall provide enough crew support that can service at least five channels at any one given time throughout the duration of the Contract. Contractor shall provide a minimum of six personnel per crew, including an on-site working supervisor and five laborers indicated in its Work Plan during daily operation of this Contract to complete the project within the allotted 120 calendar day performance period.
- b. Contractor shall provide a certified arborist and/or a certified horticulturist for providing directions during maintenance (e.g., for tree trimming, shrubbery pruning, and slope cutting recommendations). The work plan must identify the plan for utilizing the services of an employee or a subcontractor who holds a certification as an arborist and/or horticulturist.
- c. Contractor shall also designate a minimum of two truck drivers with the appropriate valid and active licenses to transport all debris derived from the daily operation (which may be collected on Contractor's facility) to a licensed local landfill approved by Public Works.
- d. Contractor shall provide a detailed plan on how the collected trash will be separated and reported per channel for green waste and debris for accurate reporting on Exhibit H.
- e. Contractor shall provide a plan to address compliance with BMP requirements during the contract.
- f. Contractor shall provide a traffic control plan.

7. Quality Assurance Program

Describe Proposer's Quality Assurance Program (Program) that will be utilized by the Proposer as a self-monitoring tool to ensure that these services are performed in accordance with the County's contract requirements and recommendations. The Program must ensure service

deliveries outlined in Exhibit A, Scope of Work, are completed in a timely manner, the services will be free of defects, and how those results will be achieved. The Program must comprehensively address the Proposer's organizational process for consistently delivering those requirements.

The Proposer's staffing plan must include a qualified inspector to monitor compliance with the Program and deal with customer complaints and inquiries.

At a minimum, the Program outlined in your proposal shall address in detail:

- a. Policies and Procedures – Quality control procedures for the Proposer, subcontractors, if any, and suppliers must be described. If a subcontractor is to perform work, the Program must detail how that subcontractor will interface with the Proposer and how the Proposer will ensure that the subcontractor complies with the Program.
- b. Inspection Fundamentals – The Proposer shall provide samples of forms that outline required operations and quality levels. The Proposal must indicate the Proposer's inspection schedules, a methodology to correct deficiencies, level of supervision, and how the inspections are to be performed. The Proposal shall document the name, authority, relevant experience, and qualifications of the person with overall responsibility for the inspection system.
- c. Quality Control Documentation, Review, and Reporting – The Program shall describe and list the records to be maintained. The Program shall detail how the Proposer will maintain inspection records and make them available to the County.

8. Equipment

The Proposer shall submit an inventory of all operable equipment dedicated and/or designated as primary backup to be used to accomplish the work on Form PW-19, Statement of Equipment Form, and shall provide a detailed and comprehensive narrative, that describes how the Proposer's configuration and equipment are in compliance with Exhibit A, Scope of Work. The equipment may be subject to field inspection by Public Works.

9. Subcontractors

If subcontractors are to be used, submit a description of their proposed assignments, qualifications, experience, staffing, and schedules.

10. Licenses/Permits/Certifications

Proposer must submit a copy of minimum two active and valid State of California Department of Motor Vehicles Class A or B commercial drivers' license as well as any other required licenses or endorsements required by

Federal, State, and local regulations. **Subcontracting is not allowed to meet this requirement.**

Proposer and/or its Subcontractor employee(s) must submit a copy of a valid and active arborist and/or horticulturist certification.

Proposer must submit a copy of a valid and active Waste Collector Permit issued by the County Department of Public Health (DPH). Proposers who do not possess the permit at the proposal deadline date may submit other forms of verification including, but not limited to, a copy of DPH's invoice to proposer for permit fees along with a copy of proof of payment such as a cashier check, money order, or cancelled check (transpired beyond five days). **Subcontracting is not allowed to meet this requirement.**

11. Insurance

Submit completed and signed Form PW-16, Proposer's Insurance Compliance Affirmation, acknowledging that the Proposer will comply with all provisions set forth in Exhibit B, Section 5, Indemnification and Insurance Requirements of this Request for Proposals if awarded the contract. In Form PW-16, Proposer affirms that the Proposer will procure, maintain, and provide the County with proof of insurance and coverage as specified by this Request for Proposals throughout the entire term of the proposed contract, without interruption or break in coverage.

12. Forms List

Complete and submit the following forms which are included in the RFP package:

PW-1	Verification of Proposal
PW-2	Schedule of Prices
PW-3	County of Los Angeles Contractor Employee Jury Service Program Application for Exception and Certification Form
PW-4	Contractor's Industrial Safety Record
PW-5	Conflict of Interest Certification
PW-6	Proposer's Reference List
PW-7	Proposer's Equal Employment Opportunity Certification
PW-8	List of Subcontractors
PW-9	Request for Local Small Business Enterprise (SBE) Preference Program Consideration and CBE

Firm/Organization Information Form (Attach Local SBE certification form if requesting SBE preference)

- PW-10 GAIN and GROW Employment Commitment
- PW-11 Transmittal Form to Request an RFP Solicitation Requirements Review (Submit only if requesting a review. If requesting a review, please submit form as early as possible but no later than ten business days of issuance of this RFP to the listed Contract Analyst)
- PW-12 Charitable Contributions Certification
- PW-13 Transitional Job Opportunities Preference Application
- PW-14 Proposer's List of Terminated Contracts
- PW-15 Proposer's Pending Litigations and Judgments
- PW-16 Proposer's Insurance Compliance Affirmation
- PW-17 Certification of Compliance with the County's Defaulted Property Tax Reduction Program
- PW-18 Request for Disabled Veteran Business Enterprise (DVBE) Preference Program Consideration Form
- PW-19 Statement of Equipment Form
- PW-20 Minimum Requirements Affirmation

(Proposer should note that any change, edit, deletion, etc., of these forms by the Proposer may subject the Proposer's Proposal to disqualification, at the sole discretion of the County.)

13. Subcontractors' Forms List

The County seeks diverse, broad-based participation in its contracting. Subcontractors, if any, shall be subject to all requirements set forth in the RFP that are applicable to contractors in general. If subcontractors are to be employed, Proposer must submit a statement of their proposed assignments, qualifications, experience, staffing, and schedules. In addition to this statement, the following forms must be completed and submitted for each subcontractor contemplated:

- PW-3 County of Los Angeles Contractor Employee Jury Service Program Application for Exception and Certification Form
- PW-4 Contractor's Industrial Safety Record

PW-5	Conflict of Interest Certification
PW-7	Proposer's Equal Employment Opportunity Certification
PW-9	Request for Local Small Business Enterprise (SBE) Preference Program Consideration and CBE Firm/Organization Information Form (Part II of form only)
PW-10	GAIN and GROW Employment Commitment
PW-12	Charitable Contributions Certification

14. Additional Information

Additional information that is not presented elsewhere and is essential to a fair evaluation must appear in the last Section of the Proposal and be labeled "Additional Information." If there is no additional information the Proposer wishes to present, this Section will consist of the statement: "There is no additional information we wish to present."

B. Proposal Submission

1. Proposals shall be submitted with **seven** complete sets of the Proposal that includes all related information in the following formats:

- Paper: One original and four copies.
- Electronic: Two electronic copies on a CD or USB Drive in PDF format as follows:
 - One original electronic copy.
 - One redacted electronic copy – Proposer shall redact any trade secret, confidential, proprietary, or other personal information from the Proposal such as Social Security numbers.

Please note: The two electronic copies of your proposal will **not** be used for evaluation purposes. The evaluators will evaluate the content of the original, hard copies, of the submitted proposal only. Proposers must attach any electronic information to the hard copies of the proposal for such information to be evaluated.

Proposals received after the closing date and time specified in the Notice of Request for Proposals will be rejected by Public Works as nonresponsive.

2. Submit Proposals to the County of Los Angeles Department of Public Works Cashier, located on the Mezzanine Floor, 900 South Fremont Avenue, Alhambra, California 91803, in a package that clearly identifies the Proposer and this RFP. Proposals are received only

when accepted and time stamped by the Cashier. All other indications of apparent timely delivery may be disregarded.

3. It is the responsibility of the Proposer to instruct delivery services, such as United Parcel Service and Federal Express, to deliver Proposals directly to the Cashier. Proposals submitted via facsimile or e-mail will not be accepted.
4. Proposals delivered by other means, including United States Postal Service, may be delayed in Public Works' mail system, resulting in untimely delivery to the Cashier and possible failure to meet the Proposal submission deadline. Delays and missed deadlines for submission of proposals not delivered in strict compliance with this RFP shall be the sole responsibility of the Proposer, not of the County, Public Works, or any Special District.

SECTION 3

GENERAL CONDITIONS OF REQUEST FOR PROPOSALS

A. Acceptance or Rejection of Proposals

The right is reserved to reject any or all proposals that, in the judgment of the Board or Director, are not in the best interests of the County/Public Works/Special Districts. The County further reserves the right to cancel this request for proposals at any time at its sole discretion. In the event of any such rejection of proposals or cancellation of this solicitation, the County will not be liable for any costs incurred in connection with the preparation and submittal of a Proposal.

Proposals signed by an agent other than the president and secretary of a corporation or a member of a general copartnership must be submitted with a power of attorney or corporate resolution, certified by the secretary or assistant secretary, authorizing such signature; otherwise, the Proposal may be rejected as unauthorized and nonresponsive.

No proposal will be considered unless the Proposer submits a Proposal for all requested items. If the solicitation document requests multiple quotations, no Proposal will be considered unless the Proposer submits a price on all items within each category; however, the solicitation document may not require the Proposer to submit a price on all of the categories.

B. Altering Solicitation Document

The wording of the solicitation document shall not be changed. Any additions, conditions, limitations, or provisions inserted by the Proposer will render their Proposal irregular and may cause its rejection as nonresponsive.

C. County Responsibility

The County will not be responsible for representation made by any of its officers or employees prior to the execution of the proposed contract unless such understanding or representation is included in the proposed contract.

D. Determination of Proposer Responsibility

1. A responsible Proposer is a Proposer who has demonstrated the attribute of trustworthiness as well as quality, fitness, capacity, and experience to satisfactorily perform the proposed contract. It is the County's policy to conduct business only with responsible contractors.
2. Proposers are hereby notified that, in accordance with Chapter 2.202 of the Los Angeles County Code, the County may determine whether the Proposer is responsible based on a review of the Proposer's performance on any contracts, including, but not limited to, County contracts. Particular attention will be given to violations of labor laws related to employee compensation and benefits and evidence of false claims made by the

A/N Channel ROW South Area

Proposer against public entities. Labor law violations which are the fault of subcontractors and of which the Proposer had no knowledge shall not be the basis of a determination that the Proposer is not responsible.

3. The County may declare a Proposer to be nonresponsible for purposes of the proposed contract if the Board, in its discretion, finds that the Proposer has done any of the following: (1) violated a term of a contract with the County or a nonprofit corporation created by the County; (2) committed an act or omission which negatively reflects on the Proposer's quality, fitness, or capacity to perform a contract with the County, any other public entity, or a nonprofit corporation created by the County, or engaged in a pattern or practice which negatively reflects on same; (3) committed an act or omission which indicates a lack of business integrity or business honesty; or (4) made or submitted a false claim against the County or any other public entity.
4. If there is evidence that the highest-rated Proposer may not be responsible, Public Works will notify the Proposer in writing of the evidence relating to the Proposer's responsibility and its intention to recommend to the Board that the Proposer be found not responsible. Public Works will provide the Proposer and/or the Proposer's representative with an opportunity to present evidence as to why the Proposer should be found to be responsible and to rebut evidence, which is the basis for Public Works' recommendation.
5. If the Proposer presents evidence in rebuttal to Public Works, Public Works will evaluate the merits of such evidence, and based on that evaluation, make a recommendation to the Board. The final decision concerning the responsibility of the Proposer will reside with the Board.
6. These terms shall also apply to any proposed subcontractors of Proposer on County contracts.

E. Disqualification of Proposers

More than one proposal from an individual, firm, partnership, corporation, or association under the same or different names will not be considered. Reasonable grounds for believing that any Proposer has an interest in more than one proposal for the work contemplated may cause the rejection of all proposals in which such Proposer has interest on the basis of nonresponsibility and/or nonresponsiveness. If there is reason for believing that collusion exists among the Proposers, such collusion by the participants may be cause for the rejection of their proposals or future proposals on the basis of nonresponsibility and/or nonresponsiveness and may subject such Proposers to debarment.

F. Gratuities

1. It is improper for any County officer, employee, or agent to solicit consideration, in any form, from a Proposer with the implication, suggestion, or statement that the Proposer's provision of the consideration may secure more favorable treatment for the Proposer in the award of the proposed contract or that the Proposer's failure to provide such consideration may negatively affect the County's consideration of the Proposer's submission. A Proposer shall not offer or give, either directly or through an intermediary, consideration, in any form, to a County officer, employee, or agent for the purpose of securing favorable treatment with respect to the award of the proposed contract.
2. A Proposer shall immediately report any attempt by a County officer, employee, or agent to solicit such improper consideration. The report shall be made either to the County manager charged with the supervision of the employee or to the County Auditor-Controller's Employee Fraud Hotline at (800) 544-6861. Failure to report such a solicitation may result in the Proposer's submission being rejected on the basis of nonresponsibility and/or nonresponsiveness.
3. Among other items, such improper consideration may take the form of cash; discounts; services; and the provision of travel, entertainment, or tangible gifts.

G. Knowledge of Work to be Done

By submitting a Proposal, Proposer shall be held to have carefully read this RFP, all attachments, and exhibits; satisfied themselves before the delivery of their Proposal as to their ability to meet all of the requirements and difficulties attending the execution of the proposed work; and agreed that if awarded a contract, no claim will be made against the County based on this RFP including, without limitation, claims based on any ambiguity or misunderstanding. Furthermore, the Proposer has carefully examined the location(s) of the proposed work, and is familiar with all of the physical and climatic conditions, and makes this Proposal solely upon the Proposer's own knowledge. The Proposer has carefully examined these specifications and requirements, both in general and in detail, any drawings attached, and any additional communications sent and makes their Proposal in accordance therewith. If Proposer's Proposal is accepted, the Proposer will enter into a written contract with the County for the performance of the proposed work and will accept payment based on the prices shown in Form PW-2, Schedule of Prices, as full compensation for work performed. It is understood and agreed that the quantities set forth in Form PW-2, Schedule of Prices and this RFP are only estimates, and the unit prices will apply to the actual quantities, whatever they may be.

H. Notice to Proposers Regarding the Public Records Act

1. All responses to this solicitation shall become the exclusive property of the County. Absent extraordinary circumstances, at such time as (a) with respect to the recommended Proposer's proposal and corresponding Public Works evaluation documents, Public Works completes contract negotiations and obtains a letter from an authorized officer of the recommended Proposer that the negotiated contract is a firm offer of the recommended Proposer, which shall not be revoked by the recommended Proposer pending the Department's completion of the process under Board Policy No. 5.055 and approval by the Board of Supervisors (Board) and (b) with respect to each Proposer requesting a County Independent Review, the County Independent Review convenes as a result of such Proposers' request, and (c) with respect to all other Proposers, Public Works recommends the recommended Proposer(s) to the Board and such recommendation appears on the Board agenda, proposals submitted in response to this solicitation and corresponding Public Works evaluation documents become a matter of public record, with the exception of those parts of each proposal which are justifiably defined as business or trade secrets, and, if by the proposer, plainly marked as "Trade Secret," "Confidential," or "Proprietary."
2. The County shall not, in any way, be liable or responsible for the disclosure of any such record or any parts thereof, if disclosure is required or permitted under the California Public Records Act or otherwise by law. A blanket statement of confidentiality or the marking of each page of the Proposal as confidential shall not be deemed sufficient notice of exception. The Proposers must specifically label only those provisions of their respective Proposal which are "Trade Secret," "Confidential," or "Proprietary" in nature. Only those provisions labeled as "Trade Secret," "Confidential," or "Proprietary" in nature at the time of Proposal submission will be accepted. The Proposers will not be granted opportunity to make any change or label any portion of their respective Proposal as "Trade Secret," "Confidential," or "Proprietary" after the submission deadline of the Proposals.
3. In the event County is required to defend an action on a Public Records Act request for any of the aforementioned documents, information, books, records, and/or contents of a proposal marked "trade secret," "confidential," or "proprietary," Proposer agrees to defend and indemnify County from all costs and expenses, including reasonable attorney's fees, in connection with any requested action or liability arising under the Public Records Act.

I. Notice to Proposers Regarding the County Lobbyist Ordinance

The Board has enacted an ordinance regulating the activities of persons who lobby County officials. This ordinance, referred to as the "Lobbyist Ordinance," defines a County Lobbyist and imposes certain registration requirements upon individuals meeting the definition. The complete text of the ordinance can be found in Los Angeles County Code Chapter 2.160. In effect, each person, corporation, or other entity that seeks a County permit, license, franchise, or contract must certify compliance with the ordinance. As part of this solicitation process, it will be the responsibility of each Proposer to review the ordinance independently as the text of the ordinance is not contained in this RFP. Each person, corporation, or other entity submitting a response to this solicitation, must certify that each County Lobbyist, as defined by Los Angeles County Code Section 2.160.010, retained by the Proposer is in full compliance with Chapter 2.160 of the Los Angeles County Code and each County Lobbyist is **not** on the Executive Office's List of Terminated Registered Lobbyist. The Proposer's signature on the Proposal submission is its certification that it is in full compliance with Los Angeles County Code Chapter 2.160. See Attachment 3 regarding County Lobbyist.

J. Opening of Proposals

Proposals will not be publicly opened.

K. Proposer Debarment

1. The Proposer is hereby notified that, in accordance with Chapter 2.202 of the Los Angeles County Code, the County may debar the Proposer from bidding or proposing on, or being awarded, and/or performing work on other County contracts for a specified period of time, which generally will not exceed five years but may exceed five years or be permanent if warranted by the circumstance, and the County may terminate any or all of the Proposer's existing contracts with County, if the Board finds, in its discretion, that the Proposer has done any of the following: (1) violated a term of a contract with the County or a nonprofit corporation created by the County; (2) committed an act or omission which negatively reflects on the Proposer's quality, fitness, or capacity to perform a contract with the County or any other public entity, or a nonprofit corporation created by the County or engaged in a pattern or practice which negatively reflects on same; (3) committed an act or offense which indicates a lack of business integrity or business honesty; or (4) made or submitted a false claim against the County or any other public entity.
2. If there is evidence that the highest-rated Proposer may be subject to debarment, Public Works will notify the Proposer in writing of the evidence, which is the basis for the proposed debarment, and will advise the Proposer of the scheduled date for a debarment hearing before the contractor Hearing Board.

3. The contractor Hearing Board will conduct a hearing where evidence on the proposed debarment is presented. The Proposer and/or the Proposer's representative shall be given an opportunity to submit evidence at that hearing. After the hearing, the contractor Hearing Board will prepare a tentative proposed decision, which will contain a recommendation regarding whether the Proposer should be debarred, and, if so, the appropriate length of time of the debarment. The Proposer and Public Works shall be provided an opportunity to object to the tentative proposed decision prior to its presentation to the Board.
4. After consideration of any objections, or if no objections are received, a record of the hearing, the proposed decision, and any other recommendation of the contractor Hearing Board shall be presented to the Board. The Board shall have the right to modify, deny, or adopt the proposed decision and recommendation of the Contractor Hearing Board.
5. If a Proposer has been debarred for a period longer than five years, that Proposer may, after the debarment has been in effect for at least five years, submit a written request for review of the debarment determination to reduce the period of debarment or terminate the debarment. The County may, in its discretion, reduce the period of debarment or terminate the debarment if it finds that the Proposer has adequately demonstrated one or more of the following: (1) elimination of the grounds for which the debarment was imposed; (2) a bona fide change in ownership or management; (3) material evidence discovered after debarment was imposed; or (4) any other reason that is in the best interests of the County.
6. The Contractor Hearing Board will consider requests for review of a debarment determination only where (1) the Proposer has been debarred for a period longer than five years; (2) the debarment has been in effect for at least five years; and (3) the request is in writing, states one or more of the grounds for reduction of the debarment period or termination of the debarment and includes supporting documentation. Upon receiving an appropriate request, the Contractor Hearing Board will provide notice of the hearing on the request. At the hearing, the Contractor Hearing Board shall conduct a hearing where evidence on the proposed reduction of debarment period or termination of debarment is presented. This hearing shall be conducted and the request for review decided by the Contractor Hearing Board pursuant to the same procedure as for a debarment hearing.
7. The Contractor Hearing Board's proposed decision will contain a recommendation on the request to reduce the period of debarment or terminate the debarment. The Contractor Hearing Board shall present its proposed decision and recommendation to the Board. The Board will have the right to modify, deny, or adopt the proposed decision and recommendation of the Contractor Hearing Board.
8. These terms shall also apply to proposed subcontractors of Proposer on County contracts.

9. Attachment 2 is the link to a Listing of contractors debarred in Los Angeles County.

L. Proposal Prices and Agreement of Figures

If the total amount arrived at by multiplying the unit price times the quantity does not agree with the total amount entered for the item or if the total amount is not entered, the unit price and the corrected total amount will be considered as representing the Proposer's intentions. If the total amount is entered for the item, but not the unit price, the unit price will be that which is derived by dividing the total amount proposed for the item by the number of units in the item as representing the Proposer's intentions. If the items are incorrectly calculated, the corrected total will be considered as representing the Proposer's intentions.

M. Proposer's Safety Record

A review of the Proposer's safety record will be made before the award. Proposers are required to submit this information, with their Proposal, on Form PW-4, Contractor's Industrial Safety Record form provided. Nonsubmission or an adverse finding as to the Proposer's safety record may be cause for rejection of the Proposal on the basis of nonresponsibility and/or nonresponsiveness.

N. Qualifications of Proposer

No award will be made to any Proposer who cannot give satisfactory assurance as to its ability to carry out the intended contract, based both on financial strength and experience as a contractor on work of the nature contemplated in the proposed contract. Proposers are encouraged to submit records of work of similar nature, size, or extent to that proposed under these specifications and requirements. A reasonable inquiry to determine the responsibility of a Proposer will be conducted. The unreasonable failure of a Proposer to promptly supply information in connection with such inquiry, including, but not limited to, information regarding past performance, financial stability, and ability to perform on schedule, may be grounds for a determination of nonresponsibility and/or nonresponsiveness with respect to such Proposer. Unfamiliarity with the type of work required by Public Works may be cause for rejection of the Proposal on the basis of nonresponsibility and/or nonresponsiveness.

O. Qualifications of Subcontractors

Proposers shall list all subcontractors, if any, to be used on the List of Subcontractors (Form PW-8). The use of subcontractors shall be subject to Public Works' approval. Subcontractors shall be properly licensed under the laws of the State of California for the type of work, which they are to perform. Alternate Subcontractors shall not be listed for the same work.

P. Safely Surrendered Baby Law

The Proposer shall notify and provide to its employees, and shall require each subcontractor, if any, to notify and provide to its employees, a fact sheet regarding the Safely Surrendered Baby Law, its implementation in Los Angeles County, and where and how to safely surrender a baby. The fact sheet is set forth in Part II, Exhibit D of this solicitation document and is also available on the Internet at www.babysafela.org for printing purposes.

Q. Term of Proposals

All proposals shall be firm offers and may not be withdrawn for a period of 270 days following the deadline for submission of proposals.

R. Truth and Accuracy of Representations

False, misleading, incomplete, or deceptively unresponsive statements in connection with a proposal will be sufficient cause for the rejection of the proposal. The evaluation and determination in this area will be at the Director's sole judgment and the Director's judgment will be final.

S. Wages, Materials, and Other Costs

It is the responsibility of the Proposer to calculate the Proposal price to take into consideration a possible escalation of wages, materials, and other costs during the contract period. The Board, County, Public Works, District(s), or Director make no representations regarding future costs or the rate of wages that may become necessary to pay employees of the contractor for the work performed during the contract period.

T. Consultant Independent

Proposers that assisted the County in developing or preparing a solicitation document, pursuant to a consultant contract, are precluded from subsequently being involved in the bidding process on that solicitation document.

SECTION 4

EVALUATION OF PROPOSALS; AWARD AND EXECUTION OF CONTRACT

A. Award of Contract

Subject to the right of the Board to make the ultimate decisions concerning the award of contracts, the County intends to award a contract to the highest-rated Proposer or Proposers based on the evaluation criteria in Part I, Section 4.E, Evaluation Criteria, whose Proposal(s) provide(s) the most beneficial program and price, with all other factors considered. The County retains the right to select a proposal other than the proposal receiving the highest number of points, if County determines, in its sole discretion, another proposal is the most overall qualified, cost-effective, responsive, responsible, and in the best interest of the County. The recommended awardee shall sign and return the agreement within 14 calendar days of its mailing to the recommended awardee for signature by Public Works. The recommended awardee shall submit copies of its proof of insurance coverage, within 14 days after Board approval of the proposed contract or at least 14 days prior to the proposed contract's start date, whichever occurs last. Work under the proposed contract cannot begin before proof of valid insurance coverage is submitted to Public Works.

B. Final Contract Award by Board

Notwithstanding a recommendation by Public Works, the Board retains the right to exercise its judgment concerning the selection of a proposal, the terms of any resultant contract/agreement, and to determine which proposal best serves the interests of the County. The Board is the ultimate decision-making body and makes the final determinations necessary to arrive at a decision to award, or not award, a contract, or to award a contract to a Proposer other than the highest-rated Proposer.

C. Evaluation of Proposals

1. All responses to this RFP become the property of the County. Upon receipt of the Proposal as specified and evaluation of Proposals in accordance with the evaluation criteria set forth below, Public Works may recommend the award of a contract to one or more of those submitting Proposals. The proposed contract may be submitted to the Board for consideration and possible approval.
2. The County may require whatever evidence it deems necessary to determine the Proposer's overall and specific abilities to meet the requirements of proposed contract over the entire contract term. This determination will be based on, but not limited to, an evaluation of the Proposer's experience, personnel, financial stability and resources, work plan, cost to perform requested services, and staffing plan.

3. The County reserves the sole right to judge the Proposer's written and oral representations and to review, evaluate, and select the successful proposal(s).
4. The County may make on-site inspections of Proposer's current jobs and/or facilities.
5. The County, in its sole discretion, may elect to waive any error or informalities in the form of a proposal or any other disparity, if, as a whole, the proposal substantially complies with the RFP's requirements.
6. The County may utilize the services of appropriate experts to assist in the evaluation process.

D. Pass/Fail Review

Proposals will be reviewed on a Pass/Fail basis concerning the items listed below. Proposals not meeting all of these requirements may be rejected as nonresponsive:

1. Proposer will comply with the insurance requirements, outlined in Exhibit B, Section 5, Indemnification and Insurance Requirements, as evidenced by submitting a completed and signed Form PW-16.
2. Proposer and any subcontractors, if any, have met the GAIN and GROW Programs requirements (Form PW-10).
3. Proposer and any subcontractors, if any, have completed and submitted the Charitable Contributions Certification (Form PW-12).
4. Proposer and any subcontractors, if any, have submitted the Jury Service Program Application for Exception and Certification Form (Form PW-3) stating that they accept and will comply with the program requirements or establish their entitlement to an exception to the program.
5. Proposer and subcontractors, if any, have completed and signed all appropriate forms, and Proposer has completed and signed Form PW-2, Schedule of Prices.
6. Proposer has demonstrated that it complies with all minimum requirements as outlined in Part I, Section 1.B, Minimum Mandatory Requirements, and has submitted a completed and signed Form PW-20.
7. Proposer must submit a minimum of two truck drivers with an active and valid State of California Department of Motor Vehicles Class A or B commercial drivers' license, as well as any other required licenses or endorsements required by Federal, State, and local regulations. **Subcontracting is not allowed to meet this requirement.**

Proposers who do not possess the required licenses/certifications/permits at the time of proposal submission may be disqualified as nonresponsive.

8. Proposer must submit a copy of a valid and active State Contractor's Class C-27 (Landscaping Contractor) license to perform the service. **Subcontracting is not allowed to meet this requirement.**

Proposers who do not possess the required licenses/certifications/permits at the time of proposal submission may be disqualified as nonresponsive.

9. Proposer and/or its Subcontractor employee(s) must submit a copy of a valid and active arborist and/or horticulturist certification.

Proposers who do not possess the required licenses/certifications/permits at the time of proposal submission (or who fail to submit the names of County-approved subcontractors who possess the required licenses/certifications/permits) may be disqualified as nonresponsive.

10. Proposer must submit a copy of a valid and active Waste Collector Permit issued by the County Department of Public Health (DPH). Proposers who do not possess the permit at the proposal deadline date may submit other forms of verification including, but not limited to, a copy of DPH's invoice to proposer for permit fees along with a copy of proof of payment such as a cashier check, money order, or cancelled check (transpired beyond five days).

Proposers who do not possess the required licenses/certifications/permits at the proposal deadline date will be disqualified as nonresponsive except that Proposers who do not possess the permit at the proposal deadline date may submit other forms to show that the permit has been applied for including, but not limited to, a copy of the DPH's invoice to proposer for permit fees along with a copy of proof of including, but not limited to, a cashier check money order, or cancelled check (transpired beyond five days).

11. Proposer submitted information regarding Experience and Work Plan as outlined in Part I, Section 2.A.
12. Proposer is signed in as attending the Proposers' Conference and walk-through.
13. Proposal was time stamped by the Cashier prior to the deadline for submission of the Proposal. Any proposal without a Public Works time stamp verifying that the deadline for submission has been met will be rejected.

E. Evaluation Criteria

All proposals will receive a composite score (rating) and be ranked in numerical sequence from high to low based on the following criteria:

1. Proposed Price (65 points)

The proposed price should accurately reflect the Proposer's cost of providing the required products and services and any profit expected during the Contract term. Prior to scoring, the proposed prices must be adjusted in accordance with the Transitional Job Opportunities Preference, the Local Small Business Preference, or the Disabled Veteran Business Enterprise Preference, as applicable.

- Transitional Job Opportunities Preference. To the extent permitted by State and federal law, should one or more of the Proposers qualify for the Transitional Job Opportunities Preference (Form PW-13), the price component points will be adjusted prior to scoring as follows: 8 percent of the lowest price proposed will be calculated, and that amount will be deducted from the prices submitted by all Proposers who requested and were granted the Transitional Job Opportunities Preference. The Transitional Job Opportunities Preference will not reduce or change the Proposer's payment, which will be based on the Proposer's bid amount.
- Local Small Business Enterprise (SBE) Preference. To the extent permitted by State and federal law, should one or more of the Proposers qualify for the Local SBE Preference (Form PW-9), the price component points will be adjusted prior to scoring as follows: 8 percent of the lowest price proposed will be calculated, which shall not exceed \$50,000, and that amount will be deducted from the prices submitted by all Local SBE Proposers who requested and were granted the Local SBE Preference. The Local SBE Preference will not reduce or change the Proposer's payment, which is based on the Proposer's bid amount.
- Disabled Veteran Business Enterprise (DVBE) Preference Program. To the extent permitted by State and federal law, should one or more of the Proposers qualify for the Disabled Veteran Business Enterprise (DVBE) Preference (Form PW-18), the price component points will be adjusted prior to scoring as follows: 8 percent of the lowest price proposed will be calculated, which shall not exceed \$50,000, and that amount will be deducted from the prices submitted by all DVBE Proposers who requested and were granted the DVBE Preference. The DVBE Preference will not reduce or change the Proposer's payment, which is based on the Proposer's bid amount.

Subject to such adjustment(s), the lowest Total Proposed Annual Price quoted in the Schedule of Prices (Form PW-2) will receive the full weight of

A/N Channel ROW South Area

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as follows: divide the lowest Total Proposed Annual Price by each other Proposer's Total Proposed Annual Price and multiply the result by the maximum possible points for this evaluation criterion. The Proposal with the lowest Total Proposed Annual Price may not necessarily be awarded a contract.

2. Performance History/References (5 points)

a. Potential Points

Public Works will attempt to obtain the required number of Proposer's references for overall satisfaction with Proposer's services, with priority given to services provided in the following order: County of Los Angeles departments, other counties, cities, governmental entities, nonprofit entities, private companies, etc. Proposer may receive up to a maximum of 5/3 points for each responding reference up to a total of three responding references. On Form PW-6, Proposer's Reference List, Proposers must identify all contracts with the County of Los Angeles during the previous three years and must identify County's contacts for each contract. Public Works reserves the right to utilize any reference of Proposer, County or other, listed or not listed. Proposer shall receive zero points for each of the minimum required references not received.

b. Potential Deductions

In addition to the references provided, the review will include the County's Contract Database and Contractor Alert Reporting Database (CARD), if applicable, reflecting past performance history on County or other contracts. Additionally, a review of terminated contract(s) reported on Form PW-14, Proposer's List of Terminated Contracts, will be conducted which may result in point deductions. If references fail to substantiate Proposer's description of services provided; references fail to support that Proposer has a continuing pattern of providing capable, productive, and skilled personnel and services; or a significant unacceptable weakness in references may result in a low or zero score. Additionally, a Proposer's unacceptable performance on another County contract(s), as documented by either the County's Contract Database or Contractor Alert Reporting Database (CARD) by an unfavorable reference, may result in point deductions up to 100 percent of the total points awarded in this evaluation category. A score of zero in this evaluation category may result in rejection of the Proposal as nonresponsive.

References may be contacted by telephone, facsimile, mail, express delivery, or e-mail. It is the Proposer's responsibility to ensure that accurate and timely contact information is included in the proposal. Public Works will ordinarily not make repeated attempts to contact references and will ordinarily not contact the Proposer to correct bad phone numbers, etc. It is

ordinarily not contact the Proposer to correct bad phone numbers, etc. It is the Proposer's responsibility to ensure that its references respond promptly to Public Works' requests for information.

3. Experience (10 points)

Proposers must have a minimum of three years of experience providing landscaping services similar to the service being solicited. In addition, Proposer's on-site working supervisors on each of the four crews must have a minimum of three years of experience supervising landscaping services similar to the service being solicited. Failure to demonstrate the minimum lengths of experience performing the service may result in rejection of the Proposal as nonresponsive.

The evaluators may award higher points for the higher quality and quantity of experience of the Proposer, its key personnel, and subcontractors, if any, in providing the requested services to organizations. Greater weight will be given to services provided to agencies of similar size and nature. The evaluators may consider the Proposer's description of its capabilities, resumes of key personnel (Part I, Section 2.A.5), and any other relevant information including, but not limited to, pending litigation and judgments. The evaluators may consider the safety record of the Proposer and any subcontractors to ensure that they have provided services in a safe manner. Significant unacceptable weakness in quality or quantity of experience may result in a low or zero score. A score of zero in this evaluation category may result in rejection of the Proposal as nonresponsive.

4. Work Plan/Quality Assurance Program (15 points)

Evaluation and scoring of the Proposer's Work Plan will be based on the extent to which it demonstrates that the Proposer is likely to meet or exceed the performance requirements set forth in Exhibit A, Scope of Work; to demonstrate creativity and innovation that exceed the minimum requirements of the Scope of Work; to render timely and responsive service to Public Works; to respond to contingencies and emergencies; and to provide a professional level of quality in the service and work product. The highest scores will be awarded to the most comprehensive and detailed work plans that are highly likely to lead the Contractor to exceed minimum work requirements.

The evaluators will award higher scores to work plans that commit to specific staffing levels and staff qualifications that exceed the requirements of the work.

The evaluators may give reduced scores to work plans that omit any of the following:

- a. Contractor shall provide enough crew support that can service at least five channels at any one given time throughout the duration of

the Contract. Contractor shall provide a minimum of six personnel per crew, including an on-site working supervisor and five laborers indicated in its Work Plan during daily operation of this Contract to complete the project within the allotted 120 calendar day performance period.

- b. Contractor shall provide a certified arborist and/or a certified horticulturist for providing directions during maintenance (e.g., for tree trimming, shrubbery pruning, and slope cutting recommendations). The work plan must identify the plan for utilizing the services of an employee or a subcontractor who holds a certification as an arborist and/or horticulturist.
- c. Contractor shall also designate a minimum of two truck drivers with the appropriate valid and active licenses to transport all debris derived from the daily operation (which may be collected on Contractor's facility) to a licensed local landfill approved by Public Works.
- d. Contractor shall provide a detailed plan on how the collected trash will be separated and reported per channel for green waste and debris for accurate reporting on Exhibit H.
- e. Contractor shall provide a plan to address compliance with BMP requirements during the contract.
- f. Contractor shall provide a traffic control plan.

Comprehensiveness of the Work Plan will be evaluated based on detailed, specific discussion of all issues relevant to the work. These may include personnel management, training, subcontracting, recruitment and replacement, supervision, supplies, identification badges, safety, communications, quality control, and other issues.

The evaluation committee may make these determinations from all relevant information presented in the Proposal, which may include the work plan, staffing plan, quality assurance plan, schedules, and other documents. If an interview or presentation is scheduled, it may also be considered.

The evaluation committee may also make this determination from all relevant information presented in the Proposer's written Quality Assurance Program (Program), which may include, but is not limited to, policies and procedures, inspection fundamentals as well as a description of quality control documentation, review, and reporting. Failure of the Proposer to designate a qualified inspector that will be provided by Proposer to monitor compliance of the Program and deal with customer complaints and inquiries will result in a reduced score in this category. If a subcontractor is to perform

Significant unacceptable weakness in any of the Work Plan subject areas or omission of a Work Plan from the Proposal at the time of submission may result in a low or zero score. A score of zero in this evaluation category may result in rejection of the Proposal as nonresponsive.

5. Equipment (5 points)

The evaluators may award up to maximum of five points based on their evaluation of the Proposer's equipment to meet or exceed all of the requirements set forth in Exhibit A, Scope of Work.

A review of the Proposer's equipment to be used to perform the work, as listed on the Statement of Equipment Form (Form PW-19), will be made. List vehicles separate from other equipment. Public Works reserves the right to conduct on-site inspections of equipment listed on this form.

The Proposer's equipment may be evaluated based on the following criteria, but is not limited to, the type, and quantity of equipment within the organization's fleet, type and quantity of equipment dedicated to the service, date of manufacture/purchase, up-to-date maintenance, and service records.

Significant unacceptable weakness in the Proposer's equipment may result in a low or zero score. A score of zero in this evaluation category may result in rejection of the Proposal as nonresponsive.

6. Optional Interview/Clarification

The County may, at its option, invite one or more Proposers to make a written or verbal clarification, presentation, and/or participate in an interview before a final selection is made. Evaluation criteria for any additional information provided is the same as that for written Proposals. A separate score will not be given for a presentation or interview, but the Proposer's performance may be considered as part of the overall evaluation. The evaluators may, in their sole discretion, limit the offer to give a presentation or interview, if any, to the one or more Proposers who receive the highest scores in a preliminary scoring of Proposals in accordance with the evaluation criteria set forth in this Part I, Section 4.E, Evaluation Criteria.

7. Additional Criteria

These criteria are not exclusive. The County reserves the right to apply additional evaluation criteria.

F. Negotiation

The County reserves the right to negotiate the terms, conditions, and price of the Proposal, in the sole discretion of the County, to achieve the most beneficial program and price for the County. The County, in its sole discretion, may limit the negotiation, if any, to one or more responsive and responsible Proposers who receive the highest scores in a preliminary scoring of Proposals in accordance with the evaluation criteria set forth in this Part I, Section 4.E, Evaluation Criteria. The negotiation with the Proposer(s) will not result in a change in the rating of the Proposers. If a satisfactory contract cannot be negotiated, the County may, at its sole discretion, begin contract negotiations with the next highest-rated Proposer who submitted a proposal, as determined by the County.

SECTION 5

PROTEST POLICY

A. Protest Policy Review Process

1. Under Board Policy No. 5.055 (Services Contract Solicitation Protest), any prospective Proposer may request a review of the requirements under a solicitation for a Board-approved services Contract, as described in paragraph C, Solicitation Requirements Review, below. Any Proposer may request a review of a disqualification or of a proposed Contract award under such a solicitation, as described respectively in sections below. Additionally, any Proposer may obtain copies of proposals and Public Works evaluation documents as provided in Part I, Section 3, paragraph H. Under any such review, it is the responsibility of the Proposer challenging the decision of Public Works to demonstrate that Public Works committed a sufficiently material error in the solicitation process to justify invalidation of a solicitation or a proposed Contract award as the case may be.
2. Throughout the review process, the County has no obligation to delay or otherwise postpone an award of Contract based on a Proposer protest. In all cases, the County reserves the right to make an award when it is determined to be in the best interest of the County of Los Angeles to do so.

B. Grounds for Review

Unless State or Federal statutes or regulations otherwise provide, the grounds for review of a solicitation for Board-approved services Contract provided for under Board Policy No. 5.055 (Services Contract Solicitation Protest) are limited to the following:

- Review of the Solicitation Requirements
- Review of a Disqualified Bid/Proposal
- Review of the Proposed Contractor Selection

C. Solicitation Requirements Review

Any person or entity may seek a Solicitation Requirements Review by submitting a written request for review to Public Works conducting the solicitation as described in this paragraph. A Request for a Solicitation Requirements Review may be denied, in Public Works' sole discretion, if the request does not satisfy all of the following criteria:

1. The request for a Solicitation Requirements Review is made within ten business days of the issuance of the solicitation document.

2. The request for a Solicitation Requirements Review includes documentation, which demonstrates the underlying ability of the person or entity to submit a proposal.
3. The request for a Solicitation Requirements Review itemizes in appropriate detail, each matter contested and factual reasons for the requested review.
4. The request for a Solicitation Requirements Review asserts either that:
 - a. Application of the minimum requirements, evaluation criteria and/or business requirements unfairly disadvantages the person or entity; or,
 - b. Due to unclear instructions, the process may result in the County not receiving the best possible responses from prospective Proposers.
5. The Solicitation Requirements Review will be completed and Public Works' determination will be provided to the requesting person or entity, in writing, within a reasonable time prior to the bid/proposal due date.

D. Place to Submit Requests for Review

All Requests for Review shall be submitted to the Contract Analyst.

E. Disqualification Review

1. A bid/proposal may be disqualified from consideration because Public Works determined it was nonresponsive at any time during the review/evaluation process. If Public Works determines that a bid/proposal is disqualified due to nonresponsiveness, Public Works shall notify the Proposer in writing.
2. Upon receipt of the written determination of nonresponsiveness, the Proposer may submit a written request for a Disqualification Review within the time frame specified in the written determination.
3. A request for a Disqualification Review may, in Public Works' sole discretion, be denied if the request does not satisfy all of the following criteria:
 - a. The person or entity requesting a Disqualification Review is a Proposer.
 - b. The request for a Disqualification Review is submitted timely (i.e., by the date and time specified in the written determination).
 - c. The request for a Disqualification Review asserts that the determination of disqualification due to bid/proposal nonresponsiveness was erroneous (e.g., factual errors, etc.) and provides factual support on each ground asserted as well as copies of all documents and other material that support the assertions.

4. The Disqualification Review shall be completed and the determination shall be provided to the requesting Proposer, in writing, prior to the conclusion of the evaluation process.

F. Debriefing Process

For solicitations where proposals are evaluated and scored in accordance to Section 4, Evaluation of Proposals, the following provisions shall apply:

1. Upon completion of the evaluation, Public Works will notify the remaining Proposers in writing that Public Works is entering negotiations with another Proposer. Upon receipt of the letter, any nonselected Proposer may submit a written request for a Debriefing within the time frame specified in the letter. A request for a Debriefing may, in Public Works' sole discretion, be denied if the request is not received within the specified time frame.
2. The purpose of the Debriefing is to compare the requesting Proposer's response to the solicitation document with the evaluation document. The requesting Proposer shall be debriefed only on its response. Because Contract negotiations are not yet complete, responses from other Proposers shall not be discussed, although Public Works may inform the requesting Proposer of its relative ranking.
3. During or following the Debriefing, Public Works will instruct the requesting Proposer of the manner and time frame in which the requesting Proposer must notify Public Works of its intent to request a Proposed Contractor Selection Review, below, if the requesting Proposer is not satisfied with the results of the Debriefing.

G. Proposed Contractor Selection Review

Any Proposer that has timely submitted a notice of its intent to request a Proposed Contractor Selection Review as described in paragraph F, above, may submit a written request for a Proposed Contractor Selection Review in the manner and time frame as specified by Public Works. For low-bid solicitations, where applicable, upon selection of the lowest-cost, responsive, and responsible bidder, Public Works will notify the remaining bidders in writing that Public Works is entering negotiations with another bidder. Public Works will instruct the remaining bidders of the manner and time frame in which each remaining bidder must notify Public Works of its intent to request a Proposed Contractor Selection Review, should such remaining bidder desire to have such a review performed.

A request for a Proposed Contractor Selection Review may, in Public Works' sole discretion, be denied if the request does not satisfy all of the following criteria:

1. The person or entity requesting a Proposed Contractor Selection Review is a Proposer.

2. The request for a Proposed Contractor Selection Review is submitted timely (i.e., by the date and time specified by Public Works).
3. The person or entity requesting a Proposed Contractor Selection Review asserts in appropriate detail with factual reasons one or more of the following grounds for review:
 - a. Public Works materially failed to follow procedures specified in its solicitation document. This includes:
 - i. Failure to correctly apply the standards for reviewing the proposal format requirements.
 - ii. Failure to correctly apply the standards, and/or follow the prescribed methods, for evaluating the proposals as specified in the solicitation document.
 - iii. Use of evaluation criteria that were different from the evaluation criteria disclosed in the solicitation document.
 - b. Public Works made identifiable mathematical or other errors in evaluating bids/proposals, resulting in the Proposer receiving an incorrect score, and not being selected as the recommended Contractor.
 - c. For applicable solicitations where responses are evaluated and scored, a member of the Evaluation Committee demonstrated bias in the conduct of the evaluation.
 - d. Another basis for review as provided by State or Federal law.
4. The request for a Proposed Contractor Selection Review sets forth sufficient detail to demonstrate that, but for Public Works' alleged failure, the Proposer would have been the lowest-cost, responsive, and responsible bid or the highest-scored proposal, as the case may be.

Upon completing the Proposed Contractor Selection Review, Public Works representative shall issue a written decision to the Proposer within a reasonable time following receipt of the request for a Proposed Contractor Selection Review, and always before the date the Contract award recommendation is to be heard by the Board. The written decision shall additionally instruct the Proposer of the manner and time frame for requesting a review by a County Independent Review, paragraph H, below.

H. County Independent Review Process

1. Any Proposer that is not satisfied with the results of the Proposed Contractor Selection Review may submit a written request for a County Independent Review in the manner and time frame specified by Public Works in Public Works' written decision regarding the Proposed Contractor Selection Review.
2. A request for a County Independent Review may, in the County's sole discretion, be denied if the request does not satisfy all of the following criteria:
 - a. The person or entity requesting review by a County Independent Review is a Proposer.
 - b. The request for a review by a County Independent Review is submitted timely (i.e., by the date and time specified by Public Works).
 - c. The person or entity requesting review by a County Independent Review has limited the request to items raised in the Proposed Contractor Selection Review and new items that (a) arise from Public Works' written decision and (b) are one of the appropriate grounds for requesting a Proposed Contractor Selection Review as listed in paragraph G above.
3. Upon completion of the County Independent Review's, Internal Services Department will forward its report to Public Works, which will provide a copy to the Proposer.

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TABLE OF FORMS

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PW-2	SCHEDULE OF PRICES
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PW-4	CONTRACTOR'S INDUSTRIAL SAFETY RECORD
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PW-6	PROPOSER'S REFERENCE LIST
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PW-8	LIST OF SUBCONTRACTORS
PW-9	REQUEST FOR LOCAL SMALL BUSINESS ENTERPRISE (SBE) PREFERENCE PROGRAM CONSIDERATION AND CBE FIRM/ORGANIZATION INFORMATION FORM
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PW-14	PROPOSER'S LIST OF TERMINATED CONTRACTS
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PW-16	PROPOSER'S INSURANCE COMPLIANCE AFFIRMATION
PW-17	CERTIFICATION OF COMPLIANCE WITH THE COUNTY'S DEFAULTED PROPERTY TAX REDUCTION PROGRAM
PW-18	REQUEST FOR DISABLED VETERAN BUSINESS ENTERPRISE (DVBE) PREFERENCE PROGRAM CONSIDERATION FORM
PW-19	STATEMENT OF EQUIPMENT FORM
PW-20	MINIMUM REQUIREMENTS AFFIRMATION

ATTACHMENTS

1. COUNTY OF LOS ANGELES POLICY ON DOING BUSINESS WITH SMALL BUSINESS
2. DEBARRED VENDORS REPORT
3. COUNTY OF LOS ANGELES LOBBYIST ORDINANCE

VERIFICATION OF PROPOSAL

DATE: _____, 201		THE UNDERSIGNED HEREBY DECLARES AS FOLLOWS:	
1. This Declaration is given in support of a Proposal for a Contract with The County Of Los Angeles. The Proposer further acknowledges that if any false, misleading, incomplete, or deceptively unresponsive statements in connection with this proposal are made, the Proposal may be rejected at the Director's sole judgment and his/her judgment shall be final.			
2. Name of Service: _____			
DECLARANT INFORMATION			
3. Name Of declarant: _____			
4. I Am duly vested with the authority to make and sign instruments for and on behalf of the Proposer(s).			
5. My Title, Capacity, Or Relationship to the Proposer(s) is: _____			
PROPOSER INFORMATION			
6. Proposer's full legal name:		Telephone No.:	
Physical Address (NO P.O. BOX):		Mobile No.:	
e-mail:		Fax No.:	
County WebVen No.:	IRS No.:	Business License No.:	
7. Proposer's fictitious business name(s) or dba(s) (if any): _____			
County(s) of Registration:		State:	Year(s) became DBA:
8. The Proposer's form of business entity is (CHECK ONLY ONE):			
<input type="checkbox"/> Sole proprietor	Name of Proprietor: _____		
<input type="checkbox"/> A corporation:	Corporation's principal place of business: _____		
	State of incorporation:		Year incorporated:
<input type="checkbox"/> Non-profit corporation certified under IRS 501(c) 3 and registered with the CA Attorney General's Registry of Charitable Trusts		President/CEO: _____	
		Secretary: _____	
<input type="checkbox"/> A general partnership:		Names of partners: _____	
<input type="checkbox"/> A limited partnership:		Name of general partner: _____	
<input type="checkbox"/> A joint venture of:		Names of joint venturers: _____	
<input type="checkbox"/> A limited liability company:		Name of managing member: _____	
9. The only persons or firms interested in this proposal as principals are the following:			
Name(s)	Title	Phone	Fax
Street	City	State	Zip
Name(s)	Title	Phone	Fax
Street	City	State	Zip
10. Is your firm wholly or majority owned by, or a subsidiary of another firm? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, name of parent firm: _____ State of incorporation/registration of parent firm: _____			
11. Has your firm done business under any other name(s) within the last five years? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, please list the other name(s): Name(s): _____ Year of name change: _____ Name(s): _____ Year of name change: _____			
12. Is your firm involved in any pending acquisition or merger? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, indicate the associated company's name: _____			
13. Proposer acknowledges that if any false, misleading, incomplete, or deceptively unresponsive statements in connection with this proposal are made, the proposal may be rejected. The evaluation and determination in this area shall be at the Director's sole judgment and the Director's judgment shall be final.			
14. I am making these representations and all representation contained in this proposal based on information that they are true and correct to the best of my information and belief.			
I declare under penalty of perjury under the laws of California that the above information is true and correct.			
Signature of Proposer or Authorized Agent:			Date:
Type name and title: _____			

SCHEDULE OF PRICES FOR

AS-NEEDED CHANNEL RIGHT-OF-WAY CLEARING SERVICES – SOUTH AREA (2014- AN029)

The undersigned Proposer offers to perform the work described in the Request for Proposals (RFP) for the following price(s). The Proposer rate(s) (hourly, monthly, etc.) shall include all administrative costs, labor, supervision, materials, transportation, taxes, equipment, and supplies unless stated otherwise in the RFP. It is understood and agreed that where quantities, if any, are set forth in the Schedule of Prices, they are only estimates, and the unit prices quoted, if any, will apply to the actual quantities, whatever they may be. Public Works will reimburse the Contractor for the Contractor's disposal fees upon the receipt of an invoice with attached dump tickets. Public Works will not pay for labor and transportation of debris to the dump site. Transportation costs to and from the landfill sites shall be included in the Contractor's Unit Prices listed below.

ITEM NO.	DESCRIPTION ITEM (Including both Left Bank and Right Bank)	TOTAL LINER FEET (LF)	UNIT PRICE PER LF	PRICE (TOTAL LF X UNIT PRICE)
1	BALLONA CREEK	31,127	\$	\$
2	SAWTELLE CHANNEL	13,540	\$	\$
3	CENTINELA CREEK	20,384	\$	\$
4	BENEDICT CHANNEL	4,086	\$	\$
5	DOMINGUEZ CHANNEL 1	39,814	\$	\$
6	DOMINGUEZ CHANNEL 2	44,665	\$	\$
7	PROJECT 1232 SYSTEM including (Project 76, PD 168, PD 181 and PROJECT 1153)	15,364	\$	\$
8	PROJECT 9, UNIT 1, LINE F	8,150	\$	\$
9	PROJECT 133	7,166	\$	\$
10	PROJECT 9, Unit 3, SYSTEM including (Line A, B, C, and D)	72,322	\$	\$
11	Project 9, Unit 2, Line E	17,866	\$	\$
12	PD 132, PROJECT 446, and PD 154	4,416	\$	\$
13	HENRILEE LATERIAL	1,495	\$	\$
14	LOS CERRITOS CHANNEL	18,680	\$	\$
15	SAN GABRIEL RIVER	104,475	\$	\$
16	GRIDLEY AVENUE DRAIN	5,523	\$	\$
17	COYOTE CREEK AND COYOTE CREEK NORTH FORK	54,096	\$	\$
18	PROJECT 21 A	7,208	\$	\$
19	PROJECT 21	14,060	\$	\$
20	MICHIGAN AVENUE DRAIN	6,976	\$	\$

ITEM NO.	DESCRIPTION ITEM (Including both Left Bank and Right Bank)	TOTAL LINER FEET (LF)	UNIT PRICE PER LF	PRICE (TOTAL LF X UNIT PRICE)
21	PD 52	10,129	\$	\$
22	LA CANADA VERDE CREEK	1,236	\$	\$
23	DDI 9	3,637	\$	\$
24	PD 40 SYSTEM including (BI 532)	2,218	\$	\$
25	PD 162	1,493	\$	\$
26	MILAN CREEK SYSTEM including (MTD 920, PD 13, PD 69, PD 63, PD 45, and PD 67)	10,803	\$	\$
27	LA MIRADA CREEK SYSTEM including (PD 142, BI 4701, PD 31, PD 20, PD 1282, PD 204, PD 192, PD 187, PD 214, PD 220, and PD 221)	14,928	\$	\$
28	DDI 22	1,540	\$	\$
29	PROJECT 15	16,274	\$	\$
30	PROJECT 4601	1,225	\$	\$
31	PROJECT 447	4,320	\$	\$
32	DDI 23	6,250	\$	\$
33	PROJECT 79	2,750	\$	\$
34	PROJECT 16	3,970	\$	\$
35	PD 212 SYSTEM including (BI 8650)	3,279	\$	\$
36	PD 376, PD 368, and PD 711	2,179	\$	\$
37	COMPTON CREEK	23,558	\$	\$
38	PROJECT 74	2,109	\$	\$
39	COMPTON CREEK EAST BRANCH	5,636	\$	\$
40	PROJECT 12	2,480	\$	\$
41	PROJECT 130	9,440	\$	\$
42	PROJECT 53	1,005	\$	\$
43	SANTA MONICA CANYON CHANNEL SYSTEM including (BI 44)	7,374	\$	\$
44	PROJECT 509 SYSTEM including (PD 225, PD 138, and PROJECT 120)	1,450	\$	\$
45	PROJECT 587	1,275	\$	\$
46	DDI 8		\$	\$
47	PD 553 (BIXBY SLOUGH)	3,390	\$	\$
48	BI 424	2,170	\$	\$
49	PARKCREST LATERAL	3,210	\$	\$
50	PD 21 (HOLLYPARK DRAIN)	6,935	\$	\$

ITEM NO.	DESCRIPTION ITEM (Including both Left Bank and Right Bank)	TOTAL LINER FEET (LF)	UNIT PRICE PER LF	PRICE (TOTAL LF X UNIT PRICE)
51	NICHOLS CANYON CHANNEL	1,282	\$	\$
52	PD 76 SYSTEM Including (PD 188, PD 882, PD 867, and PD 996)	5,739	\$	\$

SUBTOTAL PROPOSED ANNUAL PRICE FOR ITEMS NOS. 1- 52

\$ _____

ITEM NO.	DESCRIPTION	TOTAL ESTIMATED HOURS	CREW PRICE PER HOUR	PRICE (TOTAL ESTIMATED HOURS X CREW PRICE)
53	AS-NEEDED SERVICE – HOURLY RATE FOR A MINIMUM OF FOUR-PERSON CREW (Crew consisting of a working supervisor and minimum of three laborers). As-Needed removal of vegetation, trash, tree trimming/removal, debris, and brush from various flood control facilities. (Only to be performed with Public Works' approval)	100	\$	\$

SUBTOTAL PROPOSED ANNUAL PRICE FOR ITEMS NO. 53

\$ _____

**TOTAL PROPOSED ANNUAL PRICE
(FOR ITEMS NOS. 1-52 PLUS 53)** _____

Legal Name of Proposer		
Signature of Person Authorized to Submit Proposal		
Title of Authorized Person		
Date	State Contractors License Number	License Type
Proposer Address		
Phone	Facsimile	E-mail

**COUNTY OF LOS ANGELES CONTRACTOR EMPLOYEE JURY SERVICE PROGRAM
APPLICATION FOR EXCEPTION AND CERTIFICATION FORM**

This contract is subject to the County of Los Angeles Contractor Employee Jury Service Program (Program) (Los Angeles County Code, Chapter 2.203). All contractors and subcontractors must complete this form to either (1) request an exception from the Program requirements or (2) certify compliance. Upon review of the submitted form, the County department will determine, in its sole discretion, whether the bidder or proposer is excepted from the Program.

Company Name:		
Company Address:		
City:	State:	Zip Code:
Telephone Number:		
(Type of Goods or Services):		

If you believe the Jury Service Program does not apply to your business, check the appropriate box in Part I (you must attach documentation to support your claim). If the Jury Service Program applies to your business, complete Part II to certify compliance with the Program. Whether you complete Part I or Part II, sign and date this form.

Part I: Jury Service Program Is Not Applicable to My Business

☐ My business does not meet the definition of "contractor," as defined in the Program as it has not received an aggregate sum of \$50,000 or more in any 12-month period under one or more County contracts or subcontracts (this exception is not available if the contract/purchase order itself will exceed \$50,000). I understand that the exception will be lost and I must comply with the Program if my revenues from the County exceed an aggregate sum of \$50,000 in any 12-month period.

☐ My business is a small business as defined in the Program. It 1) has ten or fewer employees; and, 2) has annual gross revenues in the preceding twelve months which, if added to the annual amount of this contract, are \$500,000 or less; and, 3) is not an affiliate or subsidiary of a business dominant in its field of operation, as defined below. I understand that the exemption will be lost and I must comply with the Program if the number of employees in my business and my gross annual revenues exceed the above limits.

"Dominant in its field of operation" means having more than ten employees, including full-time and part-time employees, and annual gross revenues in the preceding twelve months, which, if added to the annual amount of the contract awarded, exceed \$500,000.

"Affiliate or subsidiary of a business dominant in its field of operation" means a business which is at least 20 percent owned by a business dominant in its field of operation, or by partners, officers, directors, majority stockholders, or their equivalent, of a business dominant in that field of operation.

☐ My business is subject to a Collective Bargaining Agreement that expressly provides that it supersedes all provisions of the Program. **ATTACH THE AGREEMENT.**

Part II: Certification of Compliance

☐ My business has and adheres to a written policy that provides, on an annual basis, no less than five days of regular pay for actual jury service for full-time employees of the business who are also California residents, or my company will have and adhere to such a policy prior to award of the contract.

I declare under penalty of perjury under the laws of the State of California that the information stated above is true and correct.

Print Name:	Title:
Signature:	Date:

CONTRACTOR'S INDUSTRIAL SAFETY RECORD

PROPOSED CONTRACT FOR: _____
 SERVICE BY PROPOSER _____
 PROPOSAL DATE: _____

This information must include all work undertaken in the State of California by the proposer and any partnership, joint venture, or corporation that any principal of the proposer participated in as a principal or owner for the last five calendar years and the current calendar year prior to the date of proposal submittal. Separate information shall be submitted for each particular partnership, joint venture, corporate, or individual proposer. The proposer may attach any additional information or explanation of date which the proposer would like taken into consideration in evaluating the safety record. An explanation must be attached to the circumstances surrounding any and all fatalities.

5 CALENDAR YEARS PRIOR TO CURRENT YEAR

	20009	2010	2011	2012	2013	Total	Current Year to Date
1. Number of contracts.							
2. Total dollar amount of Contracts (in thousands of dollars).							
3. Number of fatalities.							
4. Number of lost workday cases.							
5. Number of lost workday cases involving permanent transfer to another job or termination of employment.							
6. Number of lost workdays.							

The above information was compiled from the records that are available to me at this time, and I declare under penalty of perjury that the information is true and accurate within the limitations of those records.

 Name of Proposer or Authorized Agent (print) Signature Date

CONFLICT OF INTEREST CERTIFICATION

I, _____

- ☐ sole owner
☐ general partner
☐ managing member
☐ President, Secretary, or other proper title) _____

 of _____
 Name of proposer

make this certification in support of a proposal for a contract with the County of Los Angeles for services within the scope of Los Angeles County Code Section 2.180.010, which provides as follows:

Contracts Prohibited. A. Notwithstanding any other section of this code, the county shall not contract with, and shall reject any bid or proposal submitted by, the persons or entities specified below, unless the board of supervisors finds that special circumstances exist which justify the approval of such contract.

1. Employees of the county or of public agencies for which the board of supervisors is the governing body;
2. Profit-making firms or businesses in which employees described in subdivision 1 of subsection A serve as officers, principals, partners, or major shareholders;
3. Persons who, within the immediately preceding 12 months, came within the provisions of subdivision 1 of subsection A, and who:
 - (a) Were employed in positions of substantial responsibility in the area of service to be performed by the contract; or
 - (b) Participated in any way in developing the contract of its service specifications; and
4. Profit-making firms or businesses in which the former employees described in subdivision 3 of subsection A, serve as officers, principals, partners, or major shareholders.

I hereby certify I am informed and believe that personnel who developed and/or participated in the preparation of this contract do not fall within scope of the Los Angeles County Code Section 2.180.010 as cited above. Furthermore, that no County employee whose position in the County enables him/her to influence the award of this contract, or any competing contract, and no spouse or economic dependent of such employee is or shall be employed in any capacity by the Contractor herein, or has or shall have any direct or indirect financial interest in this contract. I understand and agree that any falsification in this Certificate will be grounds for rejection of this Proposal and cancellation of any contract awarded pursuant to this Proposal.

I certify under penalty of perjury under the laws of California that the foregoing is true and correct.

Signed _____

Date _____

PROPOSER'S REFERENCE LIST

PROPOSER NAME: _____

PROPOSED CONTRACT FOR: _____

Provide a comprehensive reference list of all contracts for goods and/or services provided by the Proposer during the previous three years. Please verify all contact names, telephone and fax numbers, and e-mail addresses before listing. Incorrect names, telephone and/or fax numbers, or e-mail addresses will be disregarded. Use additional pages if required.

A. COUNTY OF LOS ANGELES AGENCIES

All contracts with the County during the previous three years must be listed.

SERVICE:	SERVICE DATES:
DEPT/ DISTRICT:	
CONTACT:	
TELEPHONE:	
FAX:	
E-MAIL:	

SERVICE:	SERVICE DATES:
DEPT/DISTRICT:	
CONTACT:	
TELEPHONE:	
FAX:	
E-MAIL:	

SERVICE:	SERVICE DATES:
DEPT/ DISTRICT:	
CONTACT:	
TELEPHONE:	
FAX:	
E-MAIL:	

SERVICE:	SERVICE DATES:
DEPT/DISTRICT:	
CONTACT:	
TELEPHONE:	
FAX:	
E-MAIL:	

B. OTHER GOVERNMENTAL AGENCIES AND PRIVATE COMPANIES

SERVICE:	SERVICE DATES:
AGENCY/ FIRM:	
ADDRESS:	
CONTACT:	
TELEPHONE:	
FAX:	
E-MAIL:	

SERVICE:	SERVICE DATES:
AGENCY/ FIRM:	
ADDRESS:	
CONTACT:	
TELEPHONE:	
FAX:	
E-MAIL:	

SERVICE:	SERVICE DATES:
AGENCY/ FIRM:	
ADDRESS:	
CONTACT:	
TELEPHONE:	
FAX:	
E-MAIL:	

SERVICE:	SERVICE DATES:
AGENCY/ FIRM:	
ADDRESS:	
CONTACT:	
TELEPHONE:	
FAX:	
E-MAIL:	

PROPOSER'S EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

Proposer's Name
Address
Internal Revenue Service Employer Identification Number

In accordance with Los Angeles County Code Section 4.32.010, the Proposer certifies and agrees that all persons employed by it, its affiliates, subsidiaries, or holding companies are and will be treated equally by the firm without regard to or because of race, religion, ancestry, national origin, or sex and in compliance with all anti-discrimination laws of the United States of America and the State of California.

1.	The proposer has a written policy statement prohibiting any discrimination in all phases of employment.	<input type="checkbox"/> YES <input type="checkbox"/> NO
2.	The proposer periodically conducts a self- analysis or utilization analysis of its work force.	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.	The proposer has a system for determining if its employment practices are discriminatory against protected groups.	<input type="checkbox"/> YES <input type="checkbox"/> NO
4.	Where problem areas are identified in employment practices, the proposer has a system for taking reasonable corrective action to include establishment of goals and timetables.	<input type="checkbox"/> YES <input type="checkbox"/> NO

Authorized representative	
Signature	Date

County of Los Angeles
Request for Local Small Business Enterprise (SBE) Preference Program Consideration and
CBE Firm/Organization Information Form

All proposers responding to the Request for Proposals must complete and return this form for proper consideration of the proposal.

FIRM NAME:

My County (WebVen) Vendor Number:

I. LOCAL SMALL BUSINESS ENTERPRISE PREFERENCE PROGRAM:

☐ As Local SBE certified by the County of Los Angeles Office of Affirmative Action Compliance as of the date of this proposal/bid's submission, I request this proposal/bid be considered for the Local SBE Preference.

☐ Attached is a copy of Local SBE certification issued by the County.

II. FIRM/ORGANIZATION INFORMATION: The information requested below is for statistical purposes only. On final analysis and consideration of award, contractor/vendor will be selected without regard to race/ethnicity, color, religion, sex, national origin, age, sexual orientation or disability.

Business Structure:	<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Partnership	<input type="checkbox"/> Corporation	<input type="checkbox"/> Nonprofit	<input type="checkbox"/> Franchise	
<input type="checkbox"/> Other (Please Specify):						
Total Number of Employees (including owners):						
Race/Ethnic Composition of Firm. Please distribute the above total number of individuals into the following categories:						
Race/Ethnic Composition	Owners/Partners/ Associate Partners		Managers		Staff	
	Male	Female	Male	Female	Male	Female
Black/African American						
Hispanic/Latino						
Asian or Pacific Islander						
American Indian						
Filipino						
White						

III. PERCENTAGE OF OWNERSHIP IN FIRM: Please indicate by percentage (%) how ownership of the firm is distributed.

	Black/African American	Hispanic/ Latino	Asian or Pacific Islander	American Indian	Filipino	White
Men	%	%	%	%	%	%
Women	%	%	%	%	%	%

IV. CERTIFICATION AS MINORITY, WOMEN, DISADVANTAGED, AND DISABLED VETERAN BUSINESS ENTERPRISES: If your firm is currently certified as a minority, women, disadvantaged or disabled veteran owned business enterprise by a public agency, complete the following and attach a copy of your proof of certification. (Use back of form, if necessary.)

Agency Name	Minority	Women	Disadvantaged	Disabled Veteran	Expiration Date

V. DECLARATION: I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE ABOVE INFORMATION IS TRUE AND CORRECT.

Authorized Signature:	Title:	Date:
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GAIN and GROW EMPLOYMENT COMMITMENT

The undersigned:

- ☐ has hired participants from the County's Department of Social Services' Greater Avenue for Independence (GAIN) and General Relief Opportunity for Work (GROW) employment programs.

OR

- ☐ declares a willingness to consider GAIN and GROW participants for any future employment opening if participant(s) meet the minimum qualification for that opening, and

declares a willingness to provide employed GAIN and GROW participants access to proposer's employee mentoring program(s), if available, to assist those individuals in obtaining permanent employment and/or promotional opportunities.

Signature	Title
Firm Name	Date

TRANSMITTAL FORM TO REQUEST AN RFP SOLICITATION REQUIREMENTS REVIEW

***A Solicitation Requirements Review must be received by the County
within 10 business days of issuance of the solicitation document***

Proposer Name:	Date of Request:
Project Title:	Project No.

A **Solicitation Requirements Review** is being requested because the Proposer asserts that they are being unfairly disadvantaged for the following reason(s): *(check all that apply)*

- ☐ Application of **Minimum Requirements**
- ☐ Application of **Evaluation Criteria**
- ☐ Application of **Business Requirements**
- ☐ Due to **unclear instructions**, the process may result in the County not receiving the best possible responses

I understand that this request must be received by the County within **10 business days** of issuance of the solicitation document.

For each area contested, Proposer must explain in detail the factual reasons for the requested review.
(Attach additional pages and supporting documentation as necessary.)

Request submitted by:

(Name)

(Title)

For County use only

Date Transmittal Received by County: _____ Date Solicitation Released: _____

Reviewed by: _____

Results of Review - Comments: _____

Date Response sent to Proposer: _____

CHARITABLE CONTRIBUTIONS CERTIFICATION

 Company Name

 Address

 Internal Revenue Service Employer Identification Number

 California Registry of Charitable Trusts "CT" number (if applicable)

The Nonprofit Integrity Act (SB 1262, Chapter 919) added requirements to California's Supervision of Trustees and Fundraisers for Charitable Purposes Act which regulates those receiving and raising charitable contributions.

CERTIFICATION	YES	NO
---------------	-----	----

Proposer or Contractor has examined its activities and determined that it does not now receive or raise charitable contributions regulated under California's Supervision of Trustees and Fundraisers for Charitable Purposes Act. If Proposer engages in activities subjecting it to those laws during the term of a County contract, it will timely comply with them and provide County a copy of its initial registration with the California State Attorney General's Registry of Charitable Trusts when filed.	()	()
---	-----	-----

OR	YES	NO
----	-----	----

Proposer or Contractor is registered with the California Registry of Charitable Trusts under the CT number listed above and is in compliance with its registration and reporting requirements under California law. Attached is a copy of its most recent filing with the Registry of Charitable Trusts as required by Title 11 California Code of Regulations, sections 300-301 and Government Code sections 12585-12586.	()	()
--	-----	-----

 Signature

 Date

 Name and Title (please type or print)

TRANSITIONAL JOB OPPORTUNITIES PREFERENCE APPLICATION

COMPANY NAME:		
COMPANY ADDRESS:		
CITY:	STATE:	ZIP CODE:

- ☐ I am not requesting consideration under the County's Transitional Job Opportunities Preference Program.

I hereby certify that I meet all the requirements for this program:

- ☐ My business is a non-profit corporation qualified under Internal Revenue Services Code - Section 501(c)(3) and has been such for three years (*attach IRS Determination Letter*);
- ☐ I have submitted my three most recent annual tax returns with my application;
- ☐ I have been in operation for at least one year providing transitional job and related supportive services to program participants; and
- ☐ I have submitted a profile of our program; including a description of its components designed to help the program participants, number of past program participants and any other information requested by the contracting department.

I declare under penalty of perjury under the laws of the State of California that the information herein is true and correct.

PRINT NAME:	TITLE:
SIGNATURE:	DATE:

REVIEWED BY COUNTY:

SIGNATURE OF REVIEWER	APPROVED	DISAPPROVED	DATE

PROPOSER'S LIST OF TERMINATED CONTRACTS

PROPOSER'S NAME: _____

☐ Proposer has not had any contracts terminated in the past three years.

Proposer must list all contracts that have been terminated within the past three years. Terminated contracts are those contracts terminated by an agency or firm before the contract's expiration date. If a contract(s) was terminated, please attach an explanation on a separate sheet, whether the termination was at the fault of the Proposer or not. Any and all terminated contracts should be accompanied with an explanation. It should be noted that contracts that naturally expired need not be listed. The County is only seeking information on contracts that were terminated prior to expiration.

SERVICE:	TERMINATING DATE:
NAME OF TERMINATING FIRM	
ADDRESS OF FIRM	
CONTACT PERSON:	
TELEPHONE:	
FAX:	
E-MAIL:	

SERVICE:	TERMINATING DATE:
NAME OF TERMINATING FIRM	
ADDRESS OF FIRM	
CONTACT PERSON:	
TELEPHONE:	
FAX:	
E-MAIL:	

SERVICE:	TERMINATING DATE:
NAME OF TERMINATING FIRM	
ADDRESS OF FIRM	
CONTACT PERSON:	
TELEPHONE:	
FAX:	
E-MAIL:	

SERVICE:	TERMINATING DATE:
NAME OF TERMINATING FIRM	
ADDRESS OF FIRM	
CONTACT PERSON:	
TELEPHONE:	
FAX:	
E-MAIL:	

SIGNATURE _____

DATE: _____

PROPOSER'S PENDING LITIGATIONS AND JUDGMENTS

Proposer's Name: _____

- ☐ Proposer and/or principals are **not** currently involved in any pending litigation; are not aware of any threatened litigation where they would be a party; and have not had any judgments entered against them within the last five years as of the date of proposal submission.

Proposer and/or principals of the Proposer must list below (use additional pages if necessary) all pending litigation, threatened litigation, and/or any judgments entered against them within the last five years as of the date of proposal submission.

A. ☐ Pending Litigation ☐ Threatened Litigation ☐ Judgment (check one)

1. Against ☐ Proposer; ☐ Principal; ☐ Both (check as appropriate)
2. Name of Litigation/Judgment: _____
3. Case Number: _____
4. Court of Jurisdiction: _____
5. Please provide a statement describing the size and scope of the pending/threatened litigation or judgment (use additional page if necessary):

B. ☐ Pending Litigation ☐ Threatened Litigation ☐ Judgment (check one)

1. Against ☐ Proposer; ☐ Principal; ☐ Both (check as appropriate)
2. Name of Litigation/Judgment: _____
3. Case Number: _____
4. Court of Jurisdiction: _____
5. Please provide a statement describing the size and scope of the pending/threatened litigation or judgment (use additional page if necessary):

Signature of Proposer: _____ Date: _____

AS-NEEDED CHANNEL RIGHT-OF-WAY CLEARING SERVICES – SOUTH AREA (2014-AN029)
PROPOSER'S INSURANCE COMPLIANCE AFFIRMATION

Proposer's Name

Address

- ☐ If awarded the contract: Proposer will comply with the insurance coverage provisions set forth in Exhibit B, Section 5, Indemnification and Insurance Requirements of this Request for Proposals, and Proposer will procure, maintain, and provide the County with proof of insurance coverage in the coverage amounts and types specified in Exhibit B, Section 5 throughout the entire term of the proposed contract, without interruption or break in coverage.
- ☐ If you check this box, your proposal will be determined nonresponsive and your proposal will be disqualified. Proposer will not comply with the insurance coverage provisions set forth in Exhibit B, Section 5, Indemnification and Insurance Requirements of this Request for Proposals, and Proposer will not procure, maintain, and provide the County with proof of insurance coverage in the coverage amounts and types specified in Exhibit B, Section 5 throughout the entire term of the proposed contract, without interruption or break in coverage.

Signature of Proposer: _____ Date: _____

FORM PW-17

**CERTIFICATION OF COMPLIANCE WITH THE COUNTY'S
DEFAULTED PROPERTY TAX REDUCTION PROGRAM**

The Proposer certifies that:

- ☐ It is familiar with the terms of the County of Los Angeles Defaulted Property Tax Reduction Program, Los Angeles County Code Chapter 2.206; **AND**

To the best of its knowledge, after a reasonable inquiry, the Proposer/Bidder/Contractor is not in default, as that term is defined in Los Angeles County Code Section 2.206.020.E, on any Los Angeles County property tax obligation; **AND**

The Proposer/Bidder/Contractor agrees to comply with the County's Defaulted Property Tax Reduction Program during the term of any awarded contract.

-OR-

- ☐ I am exempt from the County of Los Angeles Defaulted Property Tax Reduction Program, pursuant to Los Angeles County Code Section 2.206.060, for the following reason:

I declare under penalty of perjury under the laws of the State of California that the information stated above is true and correct.

Print Name:	Title:
Signature:	Date:

REQUEST FOR DVBE PREFERENCE PROGRAM CONSIDERATION FORM

INSTRUCTIONS: All proposers/bidders responding to this solicitation must complete and return this form for proper consideration of the proposal/bid.

In evaluating bids/proposals, the County will give preference to businesses that are certified by the State of California as a Disabled Veteran Business Enterprise (DVBE) or by the Department of Veterans as a Service Disabled Veteran Owned Small Business (SDVOSB) consistent with Chapter 2.211 of the Los Angeles County Code.

Vendor understands that in no instance shall the disabled veteran business enterprise preference program price or scoring preference be combined with any other County preference program to exceed eight percent (8%) in response to any County solicitation.

Information about the State's Disabled Veteran Business Enterprise certification regulations is in the California Code of Regulations, Title 2, Subchapter 8, Section 1896 et seq., and is also available on the California Department of General Services Office of Disabled Veteran Business Certification and Resources Website at <http://www.pd.dgs.ca.gov>.

Information on the Veteran Affairs Disabled Business Enterprise certification regulations made be found in the Code of Federal Regulations, 38CFR 74 and is also available on the Veterans Affairs Website at: <http://www.vetbiz.gov>.

- ☐ I AM NOT a Disabled Veteran Business Enterprise certified by the State of California or a Service Disabled Veteran Owned Small Business with the Department of Veteran Affairs.
- ☐ I AM certified as a Disabled Veteran Enterprise with the State of California or a Service Disabled Veteran Owned Small Business with the Department of Veteran Affairs as of the date of this proposal/bid submission and I request this proposal be considered for the DVBE Preference.

DECLARATION: I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE ABOVE INFORMATION IS TRUE AND ACCURATE.

Name of Firm:	County Webven No.
Print Authorized Name:	Title:
Authorized Signature:	Date:

SIGNATURE OF REVIEWER	APPROVED	DISAPPROVED	DATE

STATE BELOW THE INFORMATION FOR ALL EQUIPMENT THAT WILL BE DEDICATED AND/OR DESIGNATED PRIMARY BACKUP TO THIS SERVICE

Please list one (1) item per line; DO NOT submit an equipment list in your own format. This form may be reproduced in order to list all equipment.

[illegible]

AS-NEEDED CHANNEL RIGHT-OF-WAY CLEARING SERVICES – SOUTH AREA (2014-AN029)**MINIMUM REQUIREMENTS AFFIRMATION**

Note: Proposer must check a box under each section. Failure to check any boxes or provide required responsive information may result in the disqualification of your proposal as non-responsive.

Important Note: The information on this form is subject to verification and will not be used for scoring purposes.

Completing this form by itself without including detailed narrative in your proposal to support the minimum mandatory requirement of this RFP, any inconsistencies in the information provided in this form, or this form and your Proposal, may subject your Proposal to disqualification, at the sole discretion of the County.

At the time of proposal submission, Proposer must meet the following minimum requirements:

1. Proposer must have a minimum of three years of experience providing landscaping services similar to the service being solicited. **Subcontracting is not allowed to meet this requirement.**

Proposer Name	Dates of Experience (Mth/Yrs to Mth/Yrs)	Description of Services/Experience	Page Number*

(Please attach additional pages if needed.)

*List the page number in the proposal containing the resume/experience.

Check One:

- ☐ Yes. Proposer does meet the experience requirement stated above. (In addition to responding on this form, as specified in Part I, Section 2.A.5, Experience, please provide a detailed narrative in your proposal to validate this minimum mandatory requirement.)
- ☐ No. Proposer does not meet the experience requirement stated above.

AS-NEEDED CHANNEL RIGHT-OF-WAY CLEARING SERVICES – SOUTH AREA (2014-AN029)

2. Proposer's on-site working supervisors for each crew must have a minimum of three years of experience supervising landscaping services similar to the service being solicited. **Subcontracting is not allowed to meet this requirement.**

Proposer's on-site working supervisors assigned to this contract

Number of Crews *	Proposer's on-site working supervisors' name	Dates of Supervising Experience (Mth/Yrs to Mth/Yrs)	Description of Supervising Experience	Page Number**

(Please attach additional pages if needed.)

* Contractor shall provide enough crew support that can service at least five channels at any one given time throughout the duration of the Contract. Contractor shall provide a minimum of six personnel per crew, including an on-site working supervisor and five laborers indicated in its Work Plan during daily operation of this Contract to complete the project within the allotted 120 calendar day performance period as specified in Part I, Section 2.A.6, Work Plan.

**List the page number in the proposal containing the proposer's on-site working supervisors' resume/experience.

Check One:

- ☐ Yes. Proposer's on-site working supervisors do meet the experience requirement stated above. (In addition to responding on this form, as specified in Part I, Section 2.A.5, Experience, please provide a detailed narrative in your proposal to validate this minimum mandatory requirement.)
- ☐ No. Proposer's on-site working supervisors do not meet the experience requirement stated above.

AS-NEEDED CHANNEL RIGHT-OF-WAY CLEARING SERVICES – SOUTH AREA (2014-AN029)

3. Proposer must submit a minimum of two truck drivers with an active and valid State of California Department of motor Vehicles Class A or B commercial driver's licenses, as well as any other required licenses or endorsements required by Federal, State, and local regulations. **Subcontracting is not allowed to meet this requirement.**

Employee Name	Class of Driver's License	Page Number

Check One:

☐ Yes. Proposer does meet the license requirement stated above.

☐ No. Proposer does not have the license as stated above.

4. Proposer must submit a copy of a valid and active State Contractor's Class C-27 (Landscaping contractor) license. **Subcontracting is not allowed to meet this requirement.**

C-27 License No.	Name of License Holder	Valid/Active Dates	Page Number

Check One:

☐ Yes. Proposer does meet the license requirement stated above.

☐ No. Proposer does not have the licenses as stated above.

5. Proposer and/or its Subcontractor employee(s) must submit a copy of a valid and active arborist and/or horticulturist certification.

Employee Name	Type of Certification	Page Number

Check One:

☐ Yes. Proposer and/or its Subcontractor does meet the certification requirement stated above.

☐ No. Proposer and/or its Subcontractor does not meet the certification requirement as stated above.

AS-NEEDED CHANNEL RIGHT-OF-WAY CLEARING SERVICES – SOUTH AREA (2014-AN029)

6. Proposer must submit a copy of a valid and active Waste Collector Permit issued by the County Department of Public Health. Proposers who do not possess the permit at the proposal deadline date may submit other forms of verification including, but not limited to, a copy of the DPH's invoice to proposer for permit fees along with a copy of proof of payment such as a cashier check, money order, or cancelled check (transpired beyond five days). **Subcontracting is not allowed to meet this requirement.**

Check One:

- ☐ Yes. Proposer has submitted a copy of a valid and active Waste Collector Permit issued by the County Department of Public Health.

Permit No.	Name of the Permit Holder	Valid Dates	Page Number

- ☐ Proposer does not currently have valid and active Waste Collector Permit, however, Proposer has submitted other forms to show that the permit has been applied for including, but not limited to, a copy of the DPH's invoice to proposer for permit fees along with a copy of proof of payment such as a cashier check, money order, or cancelled check (transpired beyond five days).

DPH Invoice No. and Date: _____

Proof of Payment (circle one): Cashier Check / Money Order /
Cancelled Check* / Other: _____

*Transpired beyond five days

- ☐ No. Proposer does not have the permit as stated above.

Proposer declares under penalty of perjury that the information stated above is true and accurate. Proposer further acknowledges that if any false, misleading, incomplete, or deceptively unresponsive statements in connection with this proposal are made, the proposal may be rejected at the sole discretion of the County.

Signature	Title
Firm Name	Date



ATTACHMENT 1

COUNTY OF LOS ANGELES

Policy on Doing Business With Small Business

Forty-two percent of businesses in Los Angeles County have five or fewer employees. Only about four percent of businesses in the area exceed 100 employees. According to the Los Angeles Times and local economists, it is not large corporations, but these small companies that are generating new jobs and helping move Los Angeles County out of its worst recession in decades.

WE RECOGNIZE...

The importance of small business to the County:

- In fueling local economic growth.
- Providing new jobs.
- Creating new local tax revenues.
- Offering new entrepreneurial opportunity to those historically under-represented in business.

The County can play a positive role in helping small business grow:

- As a multi-billion dollar purchaser of goods and services.
- As a broker of intergovernmental cooperation among numerous local jurisdictions.
- By greater outreach in providing information and training.
- By simplifying the bid/proposal process.
- By maintaining selection criteria which are fair to all.
- By streamlining the payment process.

WE THEREFORE SHALL:

1. Constantly seek to streamline and simplify our processes for selecting our vendors and for conducting business with them.
2. Maintain a strong outreach program, fully coordinated among our departments and districts, as well as other participating governments to: (a) inform and assist the local business community in competing to provide goods and services; and, (b) provide for ongoing dialogue with and involvement by the business community in implementing this policy.
3. Continually review and revise how we package and advertise solicitations, evaluate and select prospective vendors, address subcontracting, and conduct business with our vendors, in order to: (a) expand opportunity for small business to compete for our business; and, (b) to further opportunities for all businesses to compete regardless of size.
4. Ensure that staff who manage and carry out the business of purchasing goods and services are well-trained, capable, and highly motivated to carry out the letter and spirit of this policy.

Listing of Contractors Debarred in Los Angeles County

List of Debarred Contractors in Los Angeles County may be obtained by going to the following website:

http://lacounty.info/doing_business/DebarmentList.htm

County of Los Angeles *Lobbyist Ordinance*



IT'S THE LAW

It may affect you!

Chapter 2.160 of the Los Angeles County Code requires Lobbyists, Lobbying Firms and Lobbyist Employers to register with the Executive Office of the Board of Supervisors. This ordinance imposes extensive reporting requirements on individuals, businesses and other organizations. It places restrictions on the activities of anyone seeking to influence an official action of the County of Los Angeles including actions of the Board of Supervisors or the granting or denial of County contracts, licenses, permits, grants and franchises.

YOU MAY BE REQUIRED TO REGISTER

If you are compensated to communicate directly (or through agents) with any County official for the purpose of influencing official action, then you may be required to register with the Executive Office of the Board of Supervisors. The requirement to register is the same whether you are an employee of, or on contract with, a firm or organization with business before the County. Additionally, an individual or business entity may be considered a County Lobbying Firm if it receives compensation to influence the County on behalf of any other persons or businesses. An individual, business entity or organization that employs or contracts with another individual or firm to represent or make contacts with a County agency on their behalf to influence County action may be considered a County Lobbyist Employer who must also register. If in doubt, it is best to register.

Furthermore, each person or entity who is not otherwise required to register as a County Lobbyist, Lobbying Firm or Lobbyist Employer, but who directly or indirectly expends \$5,000 or more during a calendar quarter to influence official action need not register BUT must report the expenditure to the Executive Office of the Board of Supervisors on a form available from the Executive Office.

REGISTERING IS IMPORTANT

Failure to comply with the ordinance may subject offending Lobbyists, Lobbying Firms, and Lobbyist Employers to **serious penalties including fines up to \$2,000 and denial of contracts, licenses, permits, grants or franchises. Moreover, some violators may be refused permission to address the Board of Supervisors or any County commission.**

HOW TO REGISTER

Within 10 days of qualifying as a County Lobbyist, Lobbying Firm, or Lobbyist Employer as described in the ordinance, you must register with the Executive Office of the Board of Supervisors.

Registering with the County is easy. To receive a copy of the ordinance and registration forms, or to receive additional information or answers to specific questions, please contact the Executive Office of the Board of Supervisors at the following address or you may call one of the following telephone numbers:

Executive Office of the Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall Of Administration
500 West Temple Street
Los Angeles, California 90012

(213) 974-1093 (213) 974-1578

A copy of the ordinance is available for your review at this County facility or on the Internet.

<http://bos.co.la.ca.us/>

Thank you for your cooperation and attention.

Part II

Sample Agreement



BY AND BETWEEN

THE COUNTY OF LOS ANGELES,
DEPARTMENT OF PUBLIC WORKS

AND

[NAME OF CONTRACTOR]

FOR

AS-NEEDED CHANNEL RIGHT-OF-WAY CLEARING
SERVICES – SOUTH AREA (2014-AN029)

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EXHIBIT I Channel Right-of-Way Clearing Report

EXHIBIT J Maps of Channels for the Flood Control Facilities in the South Area

SAMPLE AGREEMENT FOR
AS-NEEDED CHANNEL RIGHT-OF-WAY CLEARING
SERVICES – SOUTH AREA (2014-AN029)

THIS AGREEMENT, made and entered into this ____ day of _____, 2014, by and between the COUNTY OF LOS ANGELES, a subdivision of the State of California, a body corporate and politic (hereinafter referred to as COUNTY) and [Name of CONTRACTOR], a [State of Incorporation] [Form of Entity] (hereinafter referred to as CONTRACTOR).

WITNESSETH

FIRST: The CONTRACTOR, for the consideration hereinafter set forth and the acceptance by the Board of Supervisors of said COUNTY of the CONTRACTOR'S Proposal filed with the COUNTY on _____, 2014, hereby agrees to provide services as described in this Contract for Channel Right-of-Way Clearing Services – South Area.

SECOND: This AGREEMENT, together with Exhibit A, Scope of Work; Exhibit B, Service Contract General Requirements; Exhibit C, Internal Revenue Service Notice 1015; Exhibit D, Safely Surrendered Baby Law Posters; Exhibit E, Defaulted Property Tax Reduction Program; Exhibit F, Performance Requirements Summary; Exhibit G, Typical Channel Drawing; Exhibit H, Vehicle and Walk Access Drawing; Exhibit I, Channel Right-of-Way Clearing Report; Exhibit J, Maps of Channels for the Flood Control Facilities in the South Area; the CONTRACTOR'S Proposal, all attached hereto; the Request for Proposals; and Addenda to the Request for Proposals, all of which are incorporated herein by reference, are agreed by the COUNTY and the CONTRACTOR to constitute the Contract.

THIRD: The COUNTY agrees, in consideration of satisfactory performance of the foregoing services in strict accordance with the Contract specifications to the satisfaction of the Director of Public Works, to pay the CONTRACTOR pursuant to the Schedule of Prices set forth in the Proposal and attached hereto as Form PW-2, an amount not to exceed \$_____ per year or such greater amount as the Board may approve (Maximum Contract Sum).

FOURTH: This Contract's initial term shall commence upon Board approval and execution between both parties, whichever occurs last. The County shall have the sole option to renew this Contract term for up to four additional 1-year periods and 6 month-to-month extensions, for a maximum total Contract term of 66 months. Each such option shall be exercised at the sole discretion of the COUNTY. The COUNTY, acting through the Director, may give a written notice of intent to renew this Contract at least ten days prior to the end of each term. At the sole discretion of the COUNTY, in lieu of extending the Contract for the full one year, this Contract may be renewed on a month-to-month basis, upon written notice to the CONTRACTOR at least ten days prior to the end of a term. The Director will provide a written notice of nonrenewal at least ten days before the last day of any term, in which case this Contract shall expire as of midnight on the last

day of that term. Where all option years have been exercised, the Director will not provide a written notice of nonrenewal.

FIFTH: The CONTRACTOR shall bill monthly, in arrears, for the work performed during the preceding month. Work performed shall be billed at the unit prices quoted in Form PW-2, Schedule of Prices.

SIXTH: Public Works will make payment to the CONTRACTOR within 30 days of receipt and approval of a properly completed and undisputed invoice. However, should the CONTRACTOR be certified by the COUNTY as a Local Small Business Enterprise, payment will be made in accordance with Board of Supervisors Policy No. 3.035, Small Business Liaison and Prompt Payment Program. Each invoice shall be in triplicate (original and two copies) and shall itemize the work completed. The invoices shall be submitted to:

County of Los Angeles Department of Public Works
Attention Fiscal Division, Accounts Payable
P.O. Box 7508
Alhambra, CA 91802-7508.

SEVENTH: In no event shall the aggregate total amount of compensation paid to the CONTRACTOR exceed the amount of compensation authorized by the Board. Such aggregate total amount is the Maximum Contract Sum.

EIGHTH: The CONTRACTOR understands and agrees that only the designated Public Works Contract Manager is authorized to request or order work under this Contract. The CONTRACTOR acknowledges that the designated Contract Manager is not authorized to request or order any work that would result in the CONTRACTOR earning an aggregate compensation in excess of this Contract's Maximum Contract Sum.

NINTH: The CONTRACTOR shall not perform or accept work requests from the Contract Manager or any other person that will cause the Maximum Contract Sum of this Contract to be exceeded. The CONTRACTOR shall monitor the balance of this Contract's Maximum Contract Sum. When the total of the CONTRACTOR'S paid invoices, invoices pending payment, invoices yet to be submitted, and ordered services reaches 75 percent of the Maximum Contract Sum, the CONTRACTOR shall immediately notify the Contract Manager in writing. The CONTRACTOR shall send written notification to the Contract Manager when this Contract is within six months from expiration of the term as provided for hereinabove.

TENTH: The Director may adjust the rate of compensation set forth in Form PW-2 (Schedule of Prices) annually based on the increase or decrease in the U.S. Department of Labor, Bureau of Labor Statistics', All Urban Consumers Price Index (CPI) for the Los Angeles-Riverside-Orange County Area for the 12-month period preceding the contract anniversary date, which shall be the effective date for any such cost-of-living adjustment. The percentage change in the rate of compensation shall equal 12 times the average monthly change in the CPI over the first nine months of the contract term preceding the effective date. However, any percentage increase shall not exceed the general salary movement granted to COUNTY employees as determined by the COUNTY'S

Chief Executive Office as of July 1 for the prior 12-month period. Furthermore, should fiscal circumstances ultimately prevent the Board from approving any increase in COUNTY employee salaries, no cost-of-living adjustment will be granted.

ELEVENTH: In the event that terms and conditions, which may be listed in the CONTRACTOR'S Proposal, conflict with the COUNTY'S specifications, requirements, and terms and conditions as reflected in this AGREEMENT including, but not limited to, Exhibits A through J, inclusive, the COUNTY'S provisions shall control and be binding.

TWELFTH: This Contract constitutes the entire agreement between the COUNTY and the CONTRACTOR with respect to the subject matter of this Contract and supersedes all prior and contemporaneous agreements and understandings.

[illegible]

IN WITNESS WHEREOF, the COUNTY has, by order of its Board of Supervisors, caused these presents to be subscribed by the Director of Public Works, and the CONTRACTOR has subscribed its name by and through its duly authorized officers, as of the day, month, and year first written above.

COUNTY OF LOS ANGELES

By _____
Director of Public Works

APPROVED AS TO FORM:

JOHN F. KRATTLI
County Counsel

By _____
Deputy

[NAME OF CONTRACTOR]

By _____
Its President

Type or Print Name

By _____
Its Secretary

Type or Print Name

SCOPE OF WORK

AS-NEEDED CHANNEL RIGHT-OF-WAY CLEARING SERVICES – SOUTH AREA

A. Public Works Contract Manager

Public Works Contract Manager will be Ms. Wicky Yueng of Flood Maintenance Division, who may be contacted at (626) 458-4152, e-mail address: wyueng@dpw.lacounty.gov, Monday through Thursday, 7a.m. to 5 p.m. The Contract Manager may designate several Public Works Representatives (PWR) to request work from the Contractor. The Contract Manager and the PWR are the only persons authorized by Public Works to request work of the Contractor. From time to time, Public Works may change the Contract Manager and/or PWR. The Contractor will be notified in writing when there is a change in Contract Manager and/or PWR.

B. Work Locations

The following is a description of each facility included in this Contract (Both left bank and right bank):

1. **BALLONA CREEK:** Clearing of channel right of way along the entire Ballona Creek, from Cochran Avenue to Washington Boulevard (Thomas Guide [TG] 633 C5 to 633 A7), and from LaSalle to Pacific Avenue (TG 672 H2 to 702 A2).
2. **SAWTELLE CHANNEL:** Clearing of channel right of way along the entire Sawtelle Channel, from Queensland Street to Ballona Creek. (TG 672 D1 to TG 672 F5).
3. **CENTINELA CREEK:** Clearing of channel right of way along the entire Centinela Creek, from La Cienega Boulevard to Ballona Creek (TG 703 A2 to TG 672 D7).
4. **BENEDICT CHANNEL:** Clearing of channel right of way along the entire Benedict Channel, from Hillgrove Drive east of Benedict Canyon Drive to approximately 250 feet south of Delresto Drive (TG 592 C5 to 592 C6), then continue from Castello Place to Irving Schachter Park (TG 632 G4 to TG 632 G6).
5. **DOMINGUEZ CHANNEL 1:** Clearing of channel right of way along the entire Dominguez Channel 1, from West 116th Street at Doty Avenue to Vermont Avenue (TG 703 E7 to TG 764 B1).
6. **DOMINGUEZ CHANNEL 2:** Clearing of channel right of way along the entire Dominguez Channel 2, from Vermont Avenue to Henry Ford Avenue (TG 764 B1 to TG 794 H7).

7. **PROJECT 1232 SYSTEM including (PROJECT 76, Private Drain [PD] 168, PD 181, and PROJECT 1153):** Clearing of channel right of way along the entire PD 76, PD 168, PD 181, Project 1153, and Project 1232 from Western Avenue to confluence with Dominguez Channel (TG 763 J5 to TG 764 E5).
8. **PROJECT 9, UNIT 1, Line F:** Clearing of channel right of way along the entire Project 9, Unit 1, Line F, from approximately 175 feet east of Park Avenue south of Atherton Street to Los Cerritos Channel (TG 796 B5 to TG 796 E6).
9. **PROJECT 133:** Clearing of channel right of way along the entire Project 133, from the San Diego Freeway off ramp at Willow Street to Clark Avenue, then continue from the south side of 405 Freeway along Clark Avenue to Pacific Coast Highway (TG 796 A3 to TG 796 B3 then, TG 796 B3 to TG 796 A5).
10. **PROJECT 9, UNIT 3, SYSTEM including (Line A, B, C, and D):** Clearing of channel right of way along the entire Project 9 System, including **UNIT 3, LINE A**, from confluence with Los Cerritos Channel west of Woodruff Avenue and along East Spring Street to the confluence with **Project 9, Unit 3, Line D**, begins west of Rutgers Avenue. Then continue west of the confluence along East Spring Street to approximately 1000 feet west of Lakewood Boulevard to end of the open channel at the airports service road (TG 796 D2 to TG 796 A1). Then continue with **Project 9, Unit 3, Line A**, from confluence east of Rutgers Avenue in a northerly direction upstream and along Rutgers Avenue to eastside of Clark Avenue north of Ashworth Street (TG 796 B2 to TG 766 B1). Then continue with Project 9 System including **Unit 3, Line B**, In a westerly direction from Civic Center Way north of Del Amo Boulevard along Downey Avenue continuing in a westerly direction north of Eckleson Street to Paramount Boulevard (TG 766 B4 to TG 765 H3). Then continue with Project 9 System including **Unit 3, Line C**, from the east side of Clark Avenue south of Conant Street to Lakewood Boulevard (TG 766 B7 to TG 766 A7).
11. **PROJECT 9, UNIT 2, Line E:** Clearing of channel right of way along the entire Project 9, Unit 2, Line E, from confluence with Los Cerritos Channel at Woodruff Avenue and northerly along Los Coyotes Diagonal, and Palo Verde Avenue to Candlewood Street (TG 796 D2 to TG 766 D3).
12. **PD 132, PROJECT 446, and PD 154:** Clearing of channel right of way along the entire PD132, Project 446, and PD 154 from Candlewood Street west of Carfax Avenue, and along Cranehill Avenue to Allington Street (TG 766 D3 to TG 766 D1).

13. **HENRILEE LATERAL:** Clearing of channel right of way along the entire Project 4602, from east side of Gondar Avenue north of Henrilee Avenue to confluence with Project 9 Unit 2 Line E east of Conquista Avenue (TG 766 D4 to TG 766 E4).
14. **LOS CERRITOS CHANNEL:** Clearing of channel right of way along the entire Los Cerritos Channel, from east side Woodruff Avenue to approximately 1800 feet south of Lyones Drive (TG 796 D2 to TG 826 D1).
15. **SAN GABRIEL RIVER:** Clearing of channel right of way along the entire San Gabriel River, from San Gabriel River Parkway to Marina Drive (TG 676 J2 to TG 826 D3).
16. **GRIDLEY AVENUE DRAIN:** Clearing of channel right of way along the entire Gridley Avenue Drain, from west side of 605 Freeway along Harvest Avenue to San Gabriel River Channel (TG 766 G4 to TG 766 F5).
17. **COYOTE CREEK AND COYOTE CREEK NORTH FORK:** Clearing of channel right of way along the entire Coyote Creek and Coyote Creek North Fork, from Leffingwell Road adjacent to the Golf Course property line to confluence with the San Gabriel River Channel (TG 707 D7 to TG 796 G4).
18. **PROJECT 21 A:** Clearing of channel right of way along the entire Project 21A, from cul-de-sac on Grayland Avenue south of Hibbing Street to Del Amo Boulevard (TG 766 H2 to TG 767 A4).
19. **PROJECT 21:** Clearing of channel right of way along the entire Project 21, from Centralia Street to east side of Juan Avenue at channel confluence (TG 766 G5 to TG 766 J5), then continue from east side of Norwalk Boulevard westerly direction to the same point at channel confluence east of Juan Avenue to confluence with the Coyote Creek Channel (TG 766 J5 to TG 796 J1).
20. **MICHIGAN AVENUE DRAIN:** Clearing of channel right of way along the entire Michigan Avenue Drain, from south side of Oak Street east of Jacmar Avenue to Calmada Avenue (TG 707 E2 to TG 707 C4).
21. **PD 52:** Clearing of channel right of way along the entire PD 52, from west side of Cole Road south of Dutton Street to confluence with Drainage District Improvement (DDI) 9 Channel (TG 707 G5 to TG 707 G5).

22. **LA CANADA VERDE CREEK:** Clearing of channel right of way along the entire La Canada Verde Creek, from south side of Lambert Road east of Mills Avenue, to confluence with DDI 9 north of Broadway (TG 707 F4 to TG 707 E5).
23. **DDI 9:** Clearing of channel right of way along the entire DDI 9, from Scott Avenue to confluence with Sorensen Channel (TG 707 H5 to TG 707 D5).
24. **PD 40 System including (Bond Issue [BI] 532):** Clearing of channel right of way along the entire PD 40 System, from south side of Starbuck Street east of Portada Drive to Scott Avenue (TG 707 H4 to TG 707 H5).
25. **PD 162:** Clearing of channel right of way along the entire PD 162, from north side of Mar Vista Street east of San Lucas Drive to the end of the concrete-lined channel (TG 707 G1).
26. **MILAN CREEK SYSTEM including (MTD 920, PD 13, PD 69, PD 63, PD 45 and PD 67):** Clearing of channel right of way along the entire Milan Creek System, from approximately 400 feet northeast of Goldendale Drive back to the same point on Goldendale Drive in a south westerly direction to the confluence with Coyote Creek North Fork Channel (TG 707 F7 to TG 737 D4).
27. **LA MIRADA CREEK SYSTEM including (PD 142, BI 4701, PD 31, PD 20, PD 1282, PD 204, PD 192, PD 187, PD 214, PD 220, and PD 221):** Clearing of channel right of way along the entire La Mirada Creek System, from cul-de-sac at Maybrook Avenue south of Sweet Gum Lane in a southwesterly direction to Santa Gertrudes Avenue (TG 708 A6 to TG 707 J7), then continue clearing from Roma Drive east of Figueras Road to confluence with Coyote Creek North Fork Channel (TG 737 F3 to TG 737 D4).
28. **DDI 22:** Clearing of channel right of way along the entire DDI 22, from Avenida Cesar Chavez to Telford Street south of the 60 Freeway (TG 635 H5 to TG 635 H6).
29. **PROJECT 15:** Clearing of channel right of way along the entire PROJECT 15, from south side of Slauson Avenue east of Dice Road to Telegraph Road (TG 706 J1 to TG 707 D5).

30. **PROJECT 4601:** Clearing of channel right of way along the entire Project 4601, from confluence with Project 447 south of Camerino Street to Hayter Avenue (TG 765 J3 to TG 765 J3), then continue to clear from Graywood Avenue south of Camerino Street to Project 9, Unit 3, Line A (TG 766 A3 to TG 766 B3).
31. **PROJECT 447:** Clearing of channel right of way along the entire Project 447, from south side of St. Pancratius east of Downey Avenue to confluence with Project 9, Unit 3, line B, south of Hardwick Street (TG 765 J2 to TG 765 J3).
32. **DDI 23:** Clearing of channel right of way along the entire DDI 23, from north side Jaboneria Road east of Fostoria Street, to confluence with the Los Angeles River Channel (TG 705 F3 to TG 705 F5).
33. **PROJECT 79:** Clearing of channel right of way along the entire Project 79, from approximately 200 feet north of Westmont Drive and east of Gaffey Street then continue on the south side of Westmont Drive east of Gaffey Street in a southward direction to the 110 Freeway (TG 824 B1 to TG 824 B3).
34. **PROJECT 16:** Clearing of channel right of way along the entire Project 16, from cul-de-sac at the end of Trabuco Street to confluence with the San Gabriel River Channel north of 91 Freeway (TG 736 D5 to TG 736 E6).
35. **PD 212 SYSTEM including (BI 8650):** Clearing of channel right of way along the entire PD 212, from Victoria Street to end of the concrete-lined channel north of the parks service walk bridge at East 192nd Street east of Main Street (TG 764 D1 to TG 764 D2).
36. **PD 376, PD 368, and PD 711:** Clearing of channel right of way along the entire PD system, from Avalon Boulevard south of East 169th Street to north side of 91 Freeway (TG 734 E7 to TG 734 D7).
37. **COMPTON CREEK:** Clearing of channel right of way along the entire Compton Creek, from Main Street north of 108th Street south easterly along Central Avenue to approximately 900 feet south of 120th Street (TG 704 C5 to TG 734 F1).
38. **PROJECT 74:** Clearing of the channel right of way along the entire Project 74, from the south side of West 168th Street east of Menlo Avenue to approximately 200 feet east of Vermont Avenue and south of Menlo Avenue (TG 734 B7).

39. **COMPTON CREEK EAST BRANCH:** Clearing of the channel right of way along the entire Compton Creek East Branch, from east side of Santa Fe Avenue and south of Alondra Boulevard to the confluence with Compton Creek Channel (TG 735 A5 to TG 735 A7).
40. **PROJECT 12:** Clearing of the channel right of way along the entire Project 12, from north side of Marine Avenue to south side of 147th Street at Hindry Avenue, then continue the clearing, from the south of Marine Avenue to east side of Inglewood Avenue (TG 733 B5 to TG 733 B5).
41. **PROJECT 130:** Clearing of the channel right of way along the entire Project 130, from approximately 250 feet southeast of the cul-de-sac on 52nd Street to Atlantic Boulevard. Then continue the clearing southerly direction along Linden Avenue, from the south side of 52nd Street to Dominguez Gap Wetlands Access Road (TG 765 E3 to TG 765 C5).
42. **PROJECT 53:** Clearing of the channel right of way along the entire Project 53, from La Cienega Boulevard south of Blackwelder Street to confluence with the Ballona Creek Channel (TG 633 A7 to TG 633 A7).
43. **SANTA MONICA CANYON CHANNEL SYSTEM including (BI 44):** Clearing of the channel right of way along the entire Santa Monica Canyon Channel System, from Sunset Boulevard at Old Ranch Road to Mandeville Canyon Road (TG 631E3 to TG 631E3), then continue the clearing from Sunset Boulevard at River Ranch Road to approximately 1700 feet south of Allenford Avenue (TG 631 E3 to TG 631 D5), then continue the clearing from Amalfi Drive at East Channel Road to Pacific Coast Highway (TG 631 C7 to TG 631 B7).
44. **PROJECT 509 SYSTEM including (PD 225, PD 138, and PROJECT 120):** Clearing of the channel right of way along the entire Project 509 System, from 228th Street at Van Deene Avenue to Figueroa Street south of Galavan Street (TG 794 B1 to TG 794 B2).
45. **PROJECT 587:** Clearing of the channel right of way along the entire Project 587, from Van Ness Avenue south of 195th Street to Del Amo Boulevard (TG 763 H4 to TG 763 H4).
46. **DDI 8:** Clearing of the channel right of way along the entire DDI 8, from Yukon Avenue at 132nd Street to the confluence with the Dominguez Channel (TG 733 E2 to TG 733 G2).
47. **PD 553: (BIXBY SLOUGH)** Clearing of the channel right of way along the entire PD 553, from Normandie Avenue to Harbor 110 Freeway on ramp (TG 794 A3 to TG 794 B2).

48. **BI 424:** Clearing of the channel right of way along the entire BI 424, from Overland Avenue approximately 300 feet north on Freshman Drive to Sophomore Drive (TG 672 H4 to TG 672 H3).
49. **PARKCREST LATERAL:** Clearing of the channel right of way along the entire Parkcrest Lateral, from Conquista Avenue to Carson Street (TG 766 E6 to TG 766 F6).
50. **PD 21 (HOLLYPARK DRAIN):** Clearing of the channel right of way along the entire PD 21 (Holly Park Drain), from Crenshaw Boulevard to Western Avenue then, from confluence at Wilton Place to El Segundo Boulevard (TG 733 G3 to TG 733 H2).
51. **NICHOLS CANYON CHANNEL:** Clearing of the channel right of way along the entire Nichols Canyon Channel, from Hollywood Boulevard to Courtney Avenue (TG 593 B4 to TG 593 B4).
52. **PD 76 SYSTEM including (PD 188, PD 882, PD 867 and PD 996):** Clearing of the channel right of way along the entire PD 76 System, from Las Hermanas Street west of Susana Road to Reyes Avenue (TG 765 B1 to TG 765 B3).

Included in Exhibit J are maps showing the location of the flood control facilities and the jobsite limits included in this Contract. These maps shall be used only to locate the jobsite and do not contain sufficient information to represent the actual jobsite conditions.

The Contractor shall ascertain the existence of any conditions affecting the cost of the work which would have been disclosed by reasonable examination of the jobsite.

C. Work Description

1. General Statement

The work to be performed under this Contract is the annual clearing of vegetation, trash, debris, and brush growing on various flood control channel rights of way, and vegetation growing out of channel lining weep holes, expansion joints, cold joints, construction joints, and cracks at various facilities throughout the County of Los Angeles as determined by the County, at County's sole and absolute discretion. County will provide a priority list of the linear feet work locations to the Contractor prior to the commencement of each annual clearing period, and may update the priority list during the annual clearing period. Unless otherwise directed by Contract Manager, annual clearing work is to be performed between the periods of June 1 and September 30 each year. The Contractor shall

perform all work necessary to complete this Contract in a satisfactory manner, including Contractor's best efforts in adhering to the County priority list(s), and shall provide all personnel, supervision, tools, supplies, materials, equipment, transportation, and other incidentals necessary to perform the work.

The channel right of way consists of an area on both sides of the channel enclosed between the channel wall and outside chainlink fences including, but not limited to, excess property adjacent to the channels, access roads, access ramps, channel walls and inverts, fences, and gates.

The channel lining consists of the walls and invert of open rectangular and trapezoidal channels. The linings consist of reinforced concrete, grouted stone, shotcrete, and gunite. Channel soft-bottoms (unlined) are excluded from this Contract.

The Contractor is advised that access is limited along some sections of the channels, and he may be required to perform the right-of-way clearing work from the channel invert or by reaching across the channel with poles or other trimming equipment (see Exhibit G, Typical Channel Drawing).

Cleaning of the channel invert (bottom) is not required except as required in Section C.3, Special Provisions, of this Exhibit. **The Contractor shall remove a) any material deposited in the channel as a result of his operations by the end of each business day and b) vegetation growing out of joints, cracks, and weepholes.**

Although the County intends that all linear feet described herein be cleared annually, the County does not guarantee that any of the linear feet work will be authorized to be performed. If a work location(s), or portions of any work location are not to be cleared annually, County will provide as much advance notice as possible to Contractor. County will not have any liability for damages, including loss of profits, for any linear feet work identified in Section B, Work Locations, that is not authorized for clearing.

The County reserves the right to determine if any work is or will be needed and/or requested under this Contract, at the County's sole and absolute discretion. The Contractor waives all claims against the County for all damages arising from the County's failure to use the Contractor's services, including, but not limited to, lost profit.

Please note, should an inconsistency be determined between the Scope of Work and the Performance Requirements Summary (Exhibit F), the higher service level in the judgment of Public Works shall prevail.

In general, the Contractor will be required to perform the following:

- a. Remove all existing tree cuttings, existing trimmings, existing fallen trees, and fallen branches.
- b. Remove all dead foliage, dead shrubs, dead vines, dead trees, fallen leaves, and other organic materials.
- c. Remove all types of cactus, yucca, palms, castor bean plants, and/or tumbleweeds.
- d. Remove all eucalyptus thatch, pine needle thatch, and all other types of thatch.
- e. Remove all ivy, vines, and ice plant except where such plants exist on embankments steeper than one unit rise to three units of run.
- f. All aforementioned vegetation removal activities shall completely remove all vegetation from the ground surface without changing the contour of the original ground surface.
- g. Remove and dispose all other existing debris or trash (e.g., loose concrete pieces, paper, waste, bottles, cans, wood scraps, etc.) from the access roads and channel right of way.
- h. Haul away and properly dispose of all trimmings or other debris removed from the right of way.
- i. Certain areas along right-of-way fences shall be marked by the Department prior to work; the vegetation in these marked areas shall be trimmed within one foot of the right-of-way fence.
- j. Remove all vegetation growing from channel weepholes, expansion joints, construction joints, cold joints, and cracks.

2. Channel Clearing Service

a. Vehicular Access Road

Unless otherwise specified in this Contract, the Contractor shall remove vegetation to maintain a 13-foot vertical clearance above the entire width of the vehicle access road; including bikeways and maintain the natural contours of the foliage (see Exhibit H, Vehicle and Walk Access Drawing). The Contractor shall not trim any trees that are beyond 17 feet from the channel wall. All vegetation, weeds, shrubs, brush, ivy, vines, and other growth, whether green or dry, growing or deposited on paved or unpaved vehicle access

roads shall be removed. The Contractor shall also remove all vegetation hanging below the channel wall/side slope. The Contractor shall cut all vegetation growing out of joints and cracks flush with the surface of the concrete. The Contractor shall pull out vegetation growing out of weepholes by the roots where possible, if vegetation is too large, it shall be cut loose from within the weephole.

b. Walk Access Road

Unless otherwise specified in this Contract, the Contractor shall maintain an 8-foot vertical clearance above the entire width of the walk access road (see Exhibit H, Vehicle and Walk Access Drawing). The Contractor shall not trim any trees that are beyond 13 feet from the channel wall. The Contractor shall remove all vegetation, weeds, shrubs, brush, ivy, vines, and other growth, whether green or dry, growing or deposited on paved or unpaved vehicle access roads and paved or unpaved walk access roads. The Contractor shall also remove all vegetation hanging below the channel wall/side slope.

c. Channel Walls

The Contractor shall remove all vegetation overhanging the channel, wall, and fence and maintain the natural contours of the foliage (see Exhibit G, Typical Channel Drawing). No vegetation shall be left hanging over the channel invert.

d. Right-of-Way Fence

The Contractor shall remove all vegetation, weeds, shrubs, brush, ivy, vines, trees, and other vegetation growing through or hanging over all right-of-way fences. The Contractor shall trim vegetation growing through the right-of-way fences to within 2 inches of the fence fabric unless otherwise directed by the PWR.

e. Greenway Zone

A Greenway Zone is an area that shall be established adjacent to vehicle and walk access roads. The first 5 feet within the Greenway Zone adjacent to a vehicle or walk access road may contain sacrificial vegetation comprised of low growing shrubs, ground cover, and grasses. The Contractor shall maintain the Greenway Zone by removing tree cuttings/trimmings, fallen tree/branches, weeds and invasive plants, and dead vegetation. All other vegetation shall remain within the

Greenway Zone unless otherwise directed to be removed by the PWR. Should the Contractor come across an established native plant or shrub outside of the first 5 feet of the Greenway Zone, the Contractor should trim the plant or shrub if necessary. Should the Contractor come across ornamental grass areas outside the first 5 feet of the Greenway Zone, the Contractor should trim the grass down to a height of 1 inch.

f. Performance Period

Channel right-of-way clearing services shall be performed during the first 120 calendar days of this Contract's commencement date unless otherwise directed by the Contract Manager; and from June 1 through September 30, during the Contract's option years, if exercised by the County.

g. Equipment Requirements

Contractor shall provide the following heavy equipments and hand tools including, but not limited to:

1. Heavy Equipments

- 5 utility vehicles
- 3 loaders
- 3 dump trucks
- 1 lawn mower
- 2 aerial bucket trucks

2. Hand Tools

- Chain saws
- Pole saws
- Hedge trimmers
- Weed eaters
- Brush clippers
- Rakes
- Shovels
- Brooms
- Leaf collectors/blowers
- Hoes

h. Minimum Crew Requirements

Contractor shall provide the number of crews with designated personnel per crew indicated in its Work Plan during daily operation of this Contract to complete the project within the allotted 120 calendar day performance period in order to avoid liquidated

damages. The Contractor shall provide enough crew support to service at least five channels at any one given time throughout the duration of the Contract. The Contractor shall provide a certified arborist and/or a certified horticulturist for providing directions during maintenance (e.g., for tree trimming, shrubbery pruning, and slope cutting recommendations). Contractor shall also designate a minimum of two truck drivers with the appropriate valid and active licenses to transport all debris derived from the daily operation (which may be collected on Contractor's facility) to a licensed local landfill approved by Public Works.

i. As-Needed Services

During the performance periods specified above and throughout the Contract's term, including option years, if any, the Contractor may be called upon by the PWR to perform vegetation, trash, tree trimming/removal, debris and brush removal services on an as-needed basis at various flood control facilities throughout the County of Los Angeles. The Contractor will be paid for any PWR requested as-needed services performed according to their as-needed hourly crew rate as specified on Form PW-2, Contractor's Schedule of Prices. Each crew for as-needed services shall consist of a minimum of four personnel including a working supervisor and three laborers. Contractor shall have the ability to transport all debris derived from the as-needed services to a licensed local landfill approved by Public Works.

j. Jobsite Maintenance

The Contractor shall leave each jobsite clean, free from rubbish and debris. Failure of the Contractor to comply with the PWR's cleanup orders may result in an order to suspend work until the condition is corrected. No additional compensation will be allowed as a result of such suspension.

The Contractor shall not discharge smoke, dust, or any other air contaminants into the atmosphere in such quantity as will violate the regulations of any legally constituted authority.

k. Toilet Facilities

The Contractor shall provide and maintain portable enclosed toilets, if needed for the use of its employees engaged in the work. These accommodations shall be maintained in a neat and sanitary condition.

I. Reporting

A Channel Right-of-Way Clearing Report Form (Exhibit I) supplied by Public Works shall be used by the Contractor to indicate the dates worked, channel name, channel limits, amount of linear footage cleared, amount of material removed (tons), and location to which material was disposed. All debris must be documented per removal activity and reported separately by channel. Contractor must note tonnage of trash/debris and green waste removed from each channel before combining with debris from other locations in order to provide an accurate account of the debris' origin and to fulfill reporting requirement as required in this Exhibit. The form shall be filled out and signed by the Contractor and countersigned by the PWR on every Tuesday for work completed during the previous week. The form will be used by Public Works to verify the Contractor's invoices.

3. Special Provisions

Specific instructions for unique channel circumstances are as follows:

a. **BALLONA CREEK:**

- i. From Washington Boulevard to La Salle Avenue, the Contractor shall not include this section of the channel right-of-way clearing. This section is maintained by the U.S. Army Corps of Engineers.
- ii. From Cochran Avenue to Spaulding Avenue, the Contractor shall include the concrete side slope area on the right bank in excess of 10 feet from fence-to-fence.
- iii. On the east side of South Fairfax Avenue north of Genesee Avenue, is the channels vehicle invert access ramp location to the channels invert bottom.
- iv. At Overland Avenue, the Contractor shall not include the Earth Day Landscape Sites along the west side, right bank of the channel.
- v. At Sepulveda Boulevard, the Contractor shall not include the Earth Day Landscape Sites along the east side, left bank of the channel.

- vi. From Centinela Avenue to south side of Pacific Avenue, this section of the channel has a soft-bottom invert. The Contractor shall not include this section of the channel.

b. **SAWTELLE CHANNEL:**

From Venice Boulevard along McLaughlin Avenue to Washington Boulevard the channel is underground.

c. **CENTINELA CREEK:**

- i. From west side of South La Cienega Boulevard and south of Thornburn Street, the Contractor shall include the entire staging area and vehicle invert access ramp from fence-to-fence.
- ii. From La Cienega Boulevard to Sepulveda Boulevard, and then continuing along the Marina Freeway on the right bank northwest side of the channel, the Contractor shall clear the entire channel right of way in excess of 30 feet fence-to-fence.
- iii. From the intersection at Beatrice Street along both sides of Mesmer Avenue, the Contractor shall include the Earth Day Landscape Areas.
- iv. From approximately 1500 feet southwest of Centralia Avenue to the confluence with Ballona Creek is a tidal influence and soft-bottom invert section of the Centinela Creek, the Contractor shall **not** include this section.

d. **BENEDICT CHANNEL:**

- i. From Hillgrove Drive to the south side of Delresto Drive the Contractor shall clear the entire concrete slope area in excess of 20 feet from fence-to-fence.
- ii. At intersection of Hillgrove Drive and Benedict Canyon Drive, is a walk access gate to the channels invert area.
- iii. From Sawyer Street along the Hillcrest Country Club Property, Contractor shall **not** include and/or enter the golf course. All the clearing shall be performed from channel wall fence to channel wall fence.

e. **DOMINGUEZ CHANNEL 1:**

- i. From 116th Street to south side of 117th Street the Contractor shall include the staging area and the vehicle invert access ramp area in excess of 25 feet from fence-to-fence.
- ii. From east side of Yukon Avenue to the 105 Freeway off ramps, the Contractor shall **not** include the landscaped areas along the north side 120th Street.
- iii. From the east side of Crenshaw Boulevard south of 120th Street to south side of Vermont Avenue, the Contractor shall clear both sides of the channel right of way including the side slopes in excess of 30 feet from fence-to-fence.
- iv. From south side of Manhattan Beach Boulevard to approximately 200 feet north of Redondo Beach Boulevard, the Contractor shall **not** include this section of the channel clearing.
- v. The Contractor shall include clearing the entire invert access ramp areas at Manhattan Beach Boulevard and along Vermont Avenue south of 177th Street.
- vi. From north side of Manhattan Beach Boulevard approximately 2500 feet west of Crenshaw Boulevard on west side, right bank of the channel to Crenshaw Boulevard. Contractor shall **not** include this section of the channel from channel wall fence line to the right-of-way fence line or marker post.
- vii. From north side of Rosecrans Avenue east of Crenshaw Boulevard on east side, left bank of the channel to El Segundo Boulevard, Contractor shall **not** include this section of the channel from channel wall fence line to the right-of-way fence line or marker post.

f. **DOMINGUEZ CHANNEL 2:**

From Vermont Avenue to Henry Ford Avenue the Contractor shall **not** enter the channels invert bottom or rock side slopes. All the clearing shall be performed from the channels maintenance access roads to the right-of-way fence-to-fence.

- g. **PROJECT 1232 SYSTEM including (PROJECT 76, PD 168, PD 181, and PROJECT 1153):**
- i. The Contractor shall include the entire Project 76, from Western Avenue south of 212th Street to Normandie Avenue.
 - ii. From Western Avenue to southeast side of Harvard Boulevard at West 212th Street on right bank, south side of the channel, the Contractor shall clear the entire channel right of way in excess of 40 feet from fence-to-fence.
 - iii. From Denker Avenue on the channel left bank and then from Halldale Avenue on the channel right bank to intersection at Torrance Avenue and Vermont Avenue, the Contractor shall clear the entire channel right of way in excess of 35 feet from fence-to-fence.
 - iv. From east side of Vermont Avenue north of Torrance Avenue to Hamilton Avenue on right bank, south side of the channel, the Contractor shall clear a minimum 15-foot maintenance access road.
 - v. From east side of Vermont Avenue on left bank, north side of the channel the contract shall clear the entire channel right of way from fence-to-fence. Then continue to clear a minimum 15 foot maintenance access road to Hamilton Avenue.
 - vi. From Figueroa Street to Main Street on both sides of the channel right of way, the contract shall clear the entire channel and right way in excess of 40 feet from fence-to-fence.
 - vii. From Main Street to confluence with Dominguez Channel on right bank, south side of the channel, the Contractor shall clear the entire channel right of way on the south side only from fence-to-fence. Contractor should note that this section of the channels invert or channels bottom is tidal influenced.
 - viii. From Main Street to confluence with Dominguez Channel on left bank north side of the channel right of way, is under construction with the Public Works Construction Permit Office.

h. **PROJECT 9, UNIT 1, Line F:**

From Merriam Way north of Beach Drive to East Campus Road at East State University Drive, the channel is underground. The Contractor shall continue the channel right-of-way clearing from fence-to-fence to confluence at Los Cerritos Channel.

i. **PROJECT 133:**

From Clark Avenue westwards direction to approximately 160 feet east of North Park Avenue, the channel is underground. Then continue from same point 160 feet east of North Park Avenue west to Pacific Coast Highway.

j. **PROJECT 9, UNIT 3, SYSTEM including (Line A, B, C, and D):**

i. **Project 9, Unit 3, Line A:** From the west side of Clark Avenue to Lakewood Boulevard the channel is underground.

ii. **Project 9, Unit 3, Line A:** From Del Amo Boulevard to Candlewood Street the channel is underground.

iii. **Project 9, Unit 3, Line A:** From the north side of Michelson Street to South Street the channel is underground.

k. **PROJECT 9, UNIT 2, Line E:**

i. From confluence at Los Cerritos Channel along Woodruff Avenue northeasterly along Los Coyotes Diagonal to Carson Street, Contractor shall clear the entire channel from channel wall fence to right-of-way fence or marker post in excess of 30 feet.

ii. From north side of Los Coyotes Diagonal to Conant Street the channel has no maintenance access roads. All of the clearing shall be performed from fence-to-fence.

iii. From Carson Street to Del Amo Boulevard, the Contractor shall clear the entire east side, left bank side slope of the channel from channel wall fence to right-of-way fence line, or marker post in excess of 30 feet.

- iv. From Conant Street to Candlewood Street, the Contractor shall include the maintenance access road storm drain drainage ditch area along the upper end of the side slopes on the east side, left bank of the channel to the right-of-way fence or marker post.
 - v. From Carson Street to Del Amo Boulevard on the channels west side right bank, the Contractor shall clear and remove the vegetation along the newly constructed wall up to 6 inches along the walls fence line at the channels right of way/property line.
 - vi. From Del Amo Boulevard to approximately 300 feet south of Candlewood Street the channel has no vehicular access on the west side, right bank. The Contractor shall clear the entire side slope area from fence-to-fence in excess of 25 feet.
- l. PD 132, PROJECT 446, and PD 154:**
- i. From Droxford Street to Candlewood Street, Contractor shall include the various vacant lots on the west bank.
 - ii. From Candlewood Street to approximately 300 feet south of Allington Street, the channel has no vehicular access on the west side, right bank. The Contractor shall clear the entire side slope area from fence-to-fence in excess of 25 feet.
 - iii. From 300 feet south of Mapleleaf Street to Allington Street, the channel is a trapezoid with a low-flow diversion. The Contractor shall **not** enter the low-flow diversion. The Contractor shall clear the entire channel from fence-to-fence.
- m. HENRILEE LATERAL:**
- From west side of Project 9, Unit 3, Line A, to Graywood Avenue, this trapezoid channel has no vehicle access or walkways. All the clearing shall be performed from the inside of the channel from fence-to-fence.
- n. LOS CERRITOS CHANNEL:**
- i. From Willow Street southeasterly to Palo Verde Avenue, the channel has no maintenance access roads. The Contractor

shall clear and remove all debris and vegetation along the fence line up to 6 inches from fence-to-fence.

- ii. From approximately 200 feet north of Stearns Street to north side of Atherton Street on the right bank, west side of the channel, vehicular and/or maintenance access road outlets from the bridge points to the city streets. The Contractor shall clear and remove all debris and vegetation from fence-to-fence.
- iii. From south side of Atherton Street to approximately 1800 feet south of Loynes Drive, the channel is a soft-bottom lined channel. The Contractor shall not enter the channels invert bottom or interior side slopes.
- iv. From approximately 500 feet south of Anaheim Street on the right bank, west side of the channel, the Contractor shall not remove any debris or vegetation from the Landscaped Earth Day Site.

o. SAN GABRIEL RIVER:

- i. From Telegraph Road to Washington Boulevard the Contractor shall including three nested and fenced vacant lots along the channels right bank.
- ii. From San Gabriel River Parkway to approximately 1300 feet north of Firestone Boulevard, and then from approximately 1600 feet north of the 605 Freeway to Marina Drive, the Contractor shall not enter the channels invert bottom or interior side slopes.

p. GRIDLEY AVENUE DRAIN:

From the 605 Freeway to San Gabriel River on left bank south side of the channel, the Contractor shall clear the entire channel and both sides of the right of way in excess of 30 feet from fence-to-fence.

q. COYOTE CREEK AND COYOTE CREEK NORTH FORK:

- i. From 183rd Street to the Artesia Freeway on the west side of the channels maintenance access road to the fence line or marker post on the west side of the channel, this area has been permitted by the agency to the City of Cerritos for tree landscaping and irrigation system.

The City of Cerritos has the maintenance responsibility per Permit No. PCFL 200401061, and the Contractor shall notify the PWR prior to entering this section of work.

- ii. From north side of Leffingwell Road to approximately 1,700 feet south of Artesia Boulevard at the confluence this is the Coyote Creek North Fork section.
- iii. From the east side of Valley View Avenue south of Artesia Boulevard, the Contractor is not to include this section of the Coyote Creek Channel. This section of open concrete-lined channel is maintained by the County of Orange.
- iv. From Leffingwell Road to confluence with San Gabriel River Channel, the contractor shall include the entire back slopes or side slope areas in excess of 50 feet from fence-to-fence.
- v. From 226th Street south of the pumping plant facility to Wardlow Road on the west side of the channel, the Contractor shall clear and remove all vegetation, trash, and debris from the excess properties in excess of 50 feet fence-to-fence.
- vi. From South Street to Carmenita Road, the Contractor shall **not** cut or remove any fruits from fruit bearing trees that overhang onto the channel right of way.

r. **PROJECT 21 A:**

- i. The resident at 3550 Marna Avenue in the City of Long Beach has pomegranate and fig trees along the block wall located at the rear of their property. The Contractor shall work around the area, causing no harm to the trees.
- ii. From 226th Street to Wardlow Road, the Contractor shall **not** cut or remove any fruits from fruit bearing trees located along the channel right of way on both sides of the channel.

s. **PROJECT 21:**

From the north side of 214th Street to the Coyote Creek Channel the Contractor shall clear the entire channel and right of way on both sides of the channel from fence-to-fence.

t. **MICHIGAN AVENUE DRAIN:**

- i. From Oak Street to Calmada Avenue on right bank west side of the channel, the Contractor shall clear the entire channel and right of way in excess of 25 feet from fence-to-fence.
- ii. From Lambert Road to railroad tracks south of Danbrook Drive, the channel has no rights of way at this section of the channel, the Contractor shall clear the entire channel from the inverts bottom from fence-to-fence.
- iii. From Calmada Avenue south to the open channel referred to as Michigan Avenue Drain, the Contractor shall clear the entire vehicle access ramp and staging area in excess of 35 feet fence-to-fence.

u. **PD 52:**

From Cole Road to confluence with DDI 9, the Contractor shall clear the entire channel and right of way on the south side, left bank of the channel in excess of 30 feet from fence-to-fence.

v. **LA CANADA VERDE CREEK:**

From Lambert Road to confluence with DDI 9, the Contractor shall clear the entire channel and right of way on both sides of the channel from fence-to-fence.

w. **DDI 9:**

From the north side of Mulberry Drive and west of Stamy Road to the confluence with Sorensen Channel, the Contractor shall clear the entire channel and right of way on both sides of the channel in excess of 25 feet from fence-to-fence.

x. **PD 40 SYSTEM including (BI 532):**

- i. From Starbucks Street to Lambert Road the Contractor shall clear the entire channel and right of way on both sides of the channel, including the side slope area on the left bank in excess of 20 feet from channel wall fence to the right-of-way fence line.

- ii. From Lambert Road to Scott Avenue, the Contractor shall clear the entire channel and right of way on both sides of the channel from fence-to-fence.
- y. **PD 162:**

From Mar Vista Street in a north east direction and upstream to the end of the concrete-lined channel meets the unimproved section, the Contractor shall clear the entire channel and maintenance access road on the northeast side right bank of the channel from channel wall fence line to the right-of-way fence.
- z. **MILAN CREEK SYSTEM including (MTD 920, PD 13, PD 69, PD 63, PD 45, and PD 67):**

From Goldendale Drive to the confluence with the Coyote Creek North Fork Channel, the Contractor shall clear the entire channel and right of way on both sides of the channel from fence-to-fence.
- aa. **LA MIRADA CREEK SYSTEM including (PD 142, BI 4701, PD 31, PD 20, PD 1282, PD 204, PD 192, PD 187, PD 214, PD 220, and PD 221):**
 - i. From south side of the railroad tracks to Santa Gertrudes Avenue, the Contractor shall clear the entire channel and right of way on both sides of the channel from fence-to-fence.
 - ii. From Roma Drive to the confluence with Coyote Creek North Fork Channel, the Contractor shall clear the entire channel and right of way on both sides of the channel from fence-to-fence.
- bb. **DDI 22:**
 - i. From Avenida Cesar Chavez to Domer Drive is an unimproved easement area. The Contractor shall clear the entire unimproved easement area from property-line fence to property-line fence.
 - ii. From Domer Drive to south side of West 1st Street, then continue to south side of 60 Freeway at Telford Street east of Westcott Avenue, the Contractor shall clear the entire channel and right of way on both sides of the channel from fence-to-fence.

cc. **PROJECT 15:**

- i. From south side of Slauson Avenue to Sorsensen Avenue, the channel has no vehicle maintenance access roads or walkways. All the clearing shall be performed from the channels bottom/invert from channel wall fence to channel wall fence.
- ii. From Sorenson Avenue to north side of Santa Fe Springs Road, the Contractor shall clear the entire channel and right of way from fence-to-fence.
- iii. From south side of Santa Fe Springs Road including the vehicle invert access ramp area to Telegraph Road, the Contractor shall clear the entire channel and right of way on both sides of the channel in excess of 40 feet from fence-to-fence.
- iv. From Gunn Avenue to the north side of Reis Street along Adventure County Park, the channel has no rights of way. All the clearing shall be performed for the channel invert bottom from channel wall fence to channel wall fence.

dd. **PROJECT 4601:**

From confluence with Project 447 to Hayter Avenue, then from Graywood Avenue to Project 9, Unit 3, Line A, is a trapezoidal channel. The majority of the channel does not have channel vehicular or walk access roads. Almost all of the clearing of this channel will be performed for the invert itself. The clearing will include the entire interior of the channel, including the side slopes and invert. Therefore, special equipment or manual labor will be required to clear the channel from fence-to-fence.

ee. **PROJECT 447:**

- i. From St. Pancratius Place to Candlewood Street, the channel has no vehicular maintenance access on the east side, right bank.
- ii. From south side of St. Pancratius Place to the confluence with Project 9, Unit 3, Line B, the Contractor shall clear the entire channel and right of way on both sides of the channel

including the side slopes in excess of 30 feet from fence-to-fence.

ff. **DDI 23:**

- i. From Jaboneria Road to the 710 Freeway the Contractor shall clear the entire vehicle maintenance access road on the north side, right bank of the channel in excess of 25 feet from channel wall fence to right-of-way fence line.
- ii. From north side of the rail road crossing west of Jaboneria Road and west of the 710 Freeway to the confluence with the Los Angeles River Channel, this channel has no invert vehicular maintenance access ramp to the channels bottom/invert. Vehicular access is through the double drive gates located on both sides of Firestone Boulevard. All the clearing shall be performed from the interior of the channel from channel wall fence to channel wall fence.

gg. **PROJECT 79:**

From north side of Gaffey Street to the end of the channel west side of the 110 Freeway, the Contractor shall clear the channels vehicular maintenance access road on the east side of the channel in excess of 15 feet from the channel walls fence line. This section of the channel is tidal influenced and the Contractor shall not include the channels invert/bottom.

hh. **PROJECT 16:**

From the north side of the 91 Freeway east of the San Gabriel River Channel and adjacent to the skateboard park fence line, the Contractor shall include the excess property and vacant lots south of the Flora Vista Street. The Contractor shall not include the City of Bellflower Recreation Park areas.

ii. **PD 212 SYSTEM including (BI 8650):**

- i. The Contractor shall also include approximately 250 feet north of Victoria Street from fence-to-fence.
- ii. From Victoria Street south to the parks service walk bridge north of East 192nd Street, the Contractor shall clear the entire vehicular maintenance access road on both sides of the channel right of way from fence-to-fence.

jj. PD 376, PD 368, and PD 711:

From intersection of Cassidy Street and Ambler Avenue at the end of the cul-de-sac on Town Court is the channel's vehicular access to the channel's maintenance access road on the west side right bank fence-to-fence. The Contractor shall clear the entire channel and the maintenance access road on the west side from the right-of-way fence line to right-of-way fence line.

kk. COMPTON CREEK:

- i. From 120th Street to the east side of Willowbrook Avenue at Auto Drive North, the Contractor shall not include this section of Compton Creek is maintained by the U.S. Army Corps of Engineers.
- ii. From Auto Drive South to Los Angeles River confluence, the Contractor shall not enter the channel invert bottom or side slopes.

ll. PROJECT 74:

- i. From West 169th Street south to the end of Menlo Avenue, the Contractor shall clear the entire maintenance access on the west side of the channel from channel wall fence line to the edge of the maintenance access road in excess of 10 feet.
- ii. From Vermont Avenue approximately 200 feet east along the access road to the channels right of way the Contractor shall clear the entire access road in excess of 10 feet from the right-of-way fence line to the channel wall fence line.

mm. COMPTON CREEK EAST BRANCH:

- i. From Greenleaf Boulevard to Tartar Lane on the east side left bank has no vehicular maintenance access road. The Contractor shall clear the entire channel and right of way from fence-to-fence.
- ii. From east side of Santa Fe Avenue north of Artesia Boulevard to the south west side of Artesia Boulevard at Santa Fe Avenue the Contractor shall clear the entire channel and right of way in excess of 25 feet from fence-to-fence.

- iii. From the railroad tracks south of Artesia Boulevard to the confluence at Compton Creek the Contractor shall not enter the unimproved/soft-bottom invert section no exceptions. This area is a permitted protected area maintained by the U.S. Army Corps of Engineers.

nn. **PROJECT 12:**

From south side of 147th Street at Hindry Avenue to east side of Inglewood Avenue the channel has no invert access ramp and has no rights of way or vehicle outlet from the channel right of way to the city streets. All the clearing be performed from the channel interior or inverts bottom itself from channel wall fence to channel wall fence.

oo. **PROJECT 130:**

- i. The Contractor shall continue from south side of 52nd Street in a southwesterly direction along Linden Avenue to the Dominguez Gap Wetlands access road.
- ii. From 52nd Street to east side of Atlantic Boulevard the channel has no vehicular invert access ramp to the channels interior or inverts bottom. All the clearing shall be performed from the channel interior or inverts bottom itself from right-of-way fence to right-of-way fence.
- iii. From Pacific Avenue to Dominguez Gap Wetlands Access Road, the Contractor shall clear the entire outlet structure area and easement area located on the north side of the channel right of way in excess of 30 feet.
- iv. From the cul-de-sac at 49th Street south of Del Amo Boulevard is a vehicular invert access ramp to the channel invert or channels bottom. The Contractor shall continue to clear the entire vehicle invert access ramp area from fence-to-fence.
- v. From the cul-de-sac at 47th Street and Pacific Avenue is a vehicular invert access ramp to the channel invert or channels bottom. The Contractor shall continue to clear the entire vehicle invert access ramp area from fence-to-fence.

pp. **PROJECT 53:**

From east side of La Cienega Boulevard south of Blackwelder Street to the confluence with the Ballona Creek (U.S. Army Corps of Engineers maintained section), the channel has no vehicle invert access ramp to the channels invert or channels bottom.

qq. **SANTA MONICA CANYON CHANNEL SYSTEM
(including BI 44):**

- i. From north side of Sunset Boulevard east of Old Ranch Road to Mandeville Canyon Road, the Contractor shall clear the entire vehicular invert access ramp area and include the confluence area from fence-to-fence.
- ii. From south side of Allenford Avenue to the golf course property, the Contractor shall clear the entire channel rights of way from fence-to-fence. Then, continue the channel clearing from channel wall fence to channel wall fence. This area has no vehicular outlet.

rr. **PROJECT 509 SYSTEM including (PD 225, PD 138, and PROJECT 120):**

- i. From approximately 150 feet south of 228th Street on the east side of Van Deene Avenue is a vehicular access road to the channel right of way.
- ii. From west side of Figueroa Street south of Galavan Street between properties address 23309 and 23301 Figueroa Street is the channel ingress and egress easement to the channel right of way.
- iii. From south side of 228th Street to west side of Figueroa Street, the channel has no vehicular access ramp to the channel invert or channel bottom. All the clearing shall be performed from the interior of the channel itself including the channel side slopes and easement area in excess of 20 feet from fence-to-fence.

ss. **PROJECT 587:**

- i. From Van Ness Avenue southeasterly direction to the railroad crossing bridge, the channel has no right of way or vehicular access. All the clearing shall be performed from the channel interior or inverts bottom itself from channel wall fence to channel wall fence.
- ii. From Del Amo Boulevard north to the railroad crossing bridge, the channel is restricted to less than 8 feet in vertical clearance due to bridge and utility crossings.
- iii. From Del Amo Boulevard north approximately 100 feet on the both side of the channel right of way, the Contractor shall clear entire excess property in excess of 25 feet fence-to-fence.

tt. **DDI 8:**

From east side of Yukon Avenue to east side of Crenshaw Boulevard, the channel has no vehicular access. All the clearing shall be performed from the channel interior or inverts bottom itself from fence-to-fence.

uu. **PD 553 (BIXBY SLOUGH):**

From the south side of Pasatiempo Lane east of Normandie Avenue to the 110 Freeway on ramp, the Contractor shall clear the entire channel and channel right of way in excess of 15 feet from fence-to-fence.

vv. **BI 424:**

From north side of Overland Avenue west of Freshman Drive, the Contractor shall clear the entire channel right of way on west side, left bank in excess of 15 feet from fence to the top of the interior side slope on east side, right bank of the channel.

ww. **PARKCREST LATERAL:**

The majority of the channel does not have channel vehicular or walk access roads. Almost all of the clearing of this channel will be performed for the invert itself. The clearing will include the entire interior of the channel, including the side slopes and invert. Therefore special equipment or manual laborer will be required to clear the channel from fence-to-fence.

xx. PD 21 (HOLLYPARK DRAIN):

- i. From east side of Crenshaw Boulevard to Western Avenue the Contractor shall clear the entire channel and right of way on the north side, left bank in excess of 25 feet from fence-to-fence.
- ii. From El Segundo Boulevard south to the confluence west of Wilton Place, the Contractor shall clear the entire channel and right of way on the west side in excess of 15 feet from fence-to-fence.
- iii. From El Segundo Boulevard south to confluence at 135th Street west of Wilton Place the entire invert section or channel bottom has no vehicular access.

yy. NICHOLS CANYON CHANNEL:

- i. From Nichols Canyon Road approximately 150 feet north of Hollywood Boulevard to transition spillway section, the Contractor shall clear the entire interior of the channel from fence-to-fence.
- ii. From Hollywood Boulevard north to the transition spillway section, the channel invert or channel bottom is restricted to less than 5 feet in vertical clearance due to driveway bridge crossings.

zz. PD 76 SYSTEM including (PD 188, PD 882, PD 867, and PD 996):

- i. From Las Hermanas Street south to Reyes Road, the Contractor shall clear the entire interior of the channel and rights of way on both sides in excess of 20 feet from fence-to-fence.
- ii. From Las Hermanas Street to Reyes Road the channel invert or channel bottom is restricted to less than 5 feet in vertical clearance due to street and railroad bridge crossings.

D. Right of Way

The Contractor shall conduct all of its activities and operations within the confines of public roadways, parkways, channel rights of way, and limited channel invert areas. The Contractor shall allow County personnel to pass at any given time and shall not obstruct the channel rights of way.

E. Hours and Days of Service

Hours of services shall be primarily performed within the 7 a.m. to 4 p.m. time period, Monday through Friday, each week, except County observed holidays, at which time the service shall be done before or after such holiday. Work within the channels shall not take place on a rainy day. Work hours may be altered, when necessary, with the approval of the PWR/Contract Manager.

Holidays Observed by the County of Los Angeles are:

New Year's Day	Columbus Day
Martin Luther King, Jr. Day	Veterans Day
Presidents' Day	Thanksgiving Day
Memorial Day	Day After Thanksgiving
Independence Day	Christmas Day
Labor Day	

The Contractor expressly acknowledges that flash flooding and/or fast running water may be encountered in the channels and rivers following storms. In addition, water may be released to the channels from various reservoirs by the County, various cities, and private organizations during nonstorm periods without notice to the Contractor. The Contractor shall not attempt to enter the channel bottoms when rapidly flowing water is present since personnel and equipment could be swept downstream. **The Contractor is solely responsible for determining whether or not the channels can be entered safely.** If there is any doubt regarding safety in entering the channels, Contractor shall consult PWR/Contract Manager.

The closure of beaches due to sewer contamination does not constitute closure of the channels. If the Contractor stops service, the Contractor must notify the Contract Manager immediately.

F. Utilities

1. The County will not provide utilities.
2. Utility Lines

Utility owners are required to provide sufficient clearance from energized high voltage lines (600 volts or more). However, if any trees are within

6 feet of or extend through energized power lines, the Contractor shall notify the utility owner to provide further tree trimming. The Contractor shall also notify the PWR of all trees requiring further trimming by the utility owner.

3. Protection

The Contractor shall be responsible for the protection of all utility facilities affected by the work. The Contractor shall not interrupt the service function or disturb any utility without authority from the utility owner or order from the County. All valves, switches, vaults, and meters shall be maintained readily accessible for emergency shutoff.

The Contractor shall immediately notify the PWR, the affected property owner, and the utility owner if any utility is disturbed or damaged. The Contractor shall bear the costs of repair or replacement of any utility damaged.

G. Storage Facilities

The County will provide limited storage facilities for the Contractor's equipment and materials, subject to the following restrictions:

1. The Contractor shall store only equipment/material required to fulfill its responsibilities under this Contract.
2. The Contractor shall not store equipment/material if the Contractor not have assigned work under this Contract for a period greater than two working days.
3. The Contractor shall not hold Public Works liable or responsible for any damage to the Contractor's equipment/material, by whatever means, or for the theft of materials or equipment from the facilities or jobsites.
4. Public Works will determine facility storage space availability when work is requested.
5. The County shall not be responsible for loss or damage to vehicles, accessories, or the contents thereof caused by fire, theft, collision, water, or other causes and the Contractor agrees to park vehicles described in this Contract, and/or as directed by the Contract Manager. The contractor shall not leave vehicles parked overnight.

H. Removal of Debris and Dump Sites

All debris derived from these services shall be removed from Public Works property and become the property of the Contractor. The Contractor shall not stockpile any debris or trash derived from these services within Public Works'

rights of way. All debris and trash shall be removed from Public Works property and hauled away daily to its designated facility for storage. The debris storage shall be labeled and identified as Department of Public Works' trash and is subject to Public Works Representative's unannounced audits and inspections as required. The Contractor shall dispose of all trash collected at licensed landfills pursuant to the Los Angeles County Code, Title 20 and all other Federal, State, and local laws and regulations as approved by the Contract Manager.

The Contractor shall submit all waste disposal receipts obtained from the landfill on a monthly basis to the Contract Manager. Public Works will reimburse the Contractor for the Contractor's disposal fees upon the receipt of an invoice with attached certified dump/weight tickets. Public Works will not pay for labor and transportation of debris to the dump-site. Transportation costs to and from the landfill sites shall be included in the Contractor's Unit Prices as listed in Form PW-2, Schedule of Prices. Any alternative disposal methods outside of the aforementioned procedure proposed by the Contractor must be submitted in writing and approved by the Contract Manager. If the Contractor wants to divert any or all of the removed material for the purpose of composting, recycling, weed abatement, etc., the Contractor shall submit in writing to the Contract Manager the facility or location where the material will be diverted and method of accurately weighing the material. The approved location shall be subject to unannounced inspection by the Contract Manager at their discretion. All diverted or removed material must remain separate from any material resulting from operation outside the scope of this Contract. Failure by the Contractor to comply with the PWRs cleanup orders may result in an order to suspend work until the condition is corrected. No additional compensation will be allowed as a result of such suspension. Public Works will reimburse the Contractor for the Contractor's disposal fees upon the receipt of an invoice with attached dump tickets.

The Contractor shall not allow any debris from its operations under this Contract to be deposited in the storm drains and/or gutters in violation of the National Pollutant Discharge Elimination System.

The Contractor is advised that due to the nature of this Contract, discarded hazardous waste may be encountered during the performance of this contract. In the event an unknown substance or hazardous material is discovered, the Contractor shall immediately notify the PWR. The Contractor shall NOT attempt to perform any type of hazardous waste remediation not included under the Scope of Work of this Contract, including identifying, containing, cleaning, moving, disposing, etc. The Contractor shall exercise extreme caution in the event unknown waste is encountered.

I. Prosecution of Work

Failure to prosecute the work may result in, among other things, liquidated damages as set forth in Section Y, Liquidated Damages, of this Exhibit.

J. Work by Others Due to Unsatisfactory Work Prosecution

If, as determined by the Contract Manager, the Contractor is not prosecuting the work in a satisfactory manner or is not providing for public safety and traffic, the Contract Manager will notify the Contractor of such unsatisfactory conditions and will indicate when corrective work shall be completed. If the Contractor fails to comply, Public Works may elect to do the work or have the work performed by others and deduct the cost thereof from monies due to the Contractor. Such action will not relieve the Contractor from liability.

K. Completion and Acceptance

The work may be inspected by the Contract Manager for acceptance upon receipt of the Contractor's written assertion that the work has been completed.

L. Special Safety Requirements

All Contractor's operators shall be expected to observe all applicable State of California Occupational Safety and Health Administration (Cal/OSHA) and Public Works' safety requirements while at Public Works' jobsites. Hard hats shall be worn at all times. Suitable clothing, gloves, shoes, and other safety equipment that meet Cal/OSHA requirements are required. All safety precautions shall be in place before work is to be started. The Contractor's personnel shall know the Contractor's standard safety practice.

M. Contractor's Equipment

The Contractor shall furnish and maintain in good and safe condition all equipment for the proper execution and inspection of the work. Such equipment and facilities shall meet all requirements of applicable ordinances and laws. The PWR may reject any vehicle or piece of equipment not meeting these requirements and order it removed from the jobsite. The contractor shall promptly remove any vehicle or equipment that is rejected by the PWR from the jobsite and replace it that same day.

The Contractor shall keep pruning and cutting tools sharpened to a condition that will leave a smooth final cut of the cambium edge. The Contractor shall keep such tools clean and free from infectious materials.

All of the Contractor's equipment utilized on this Contract shall comply with Cal/OSHA requirements, if any.

Any aerial equipment utilized by the Contractor shall comply with Cal/OSHA and Federal ANSI-a. 982.2-1979 standards for vehicles mounted with elevating and rotating aerial devices, and shall include dielectric certification for a 100 KV test. The Contractor's aerial tower certificates shall be available on each vehicle at all times for review.

Any heavy equipment utilized by the Contractor for this Contract shall comply with the American Association of State Highway Transportation Officials (AASHTO) H-20 Loading weight requirement.

N. Complaints

Complaints resulting from the Contractor's operations will be referred to the Contractor by the PWR for its prompt handling and satisfactory adjustment. All such adjustments will be at the Contractor's expense, whether said complaints arise from Public Works authorities, or from private property owners and others.

O. Graffiti Control

The Contractor shall maintain the work, all of its equipment, and all traffic control devices, including signage, free of graffiti throughout the duration of this Contract. The Contractor shall respond to any request from the PWR to remove graffiti within four hours of notification. Should the Contractor fail to respond to such request, Public Works reserves the right to make other arrangements for the requested graffiti removal and deduct the cost from any monies due the Contractor.

P. Responsibilities of the Contractor

1. The Contractor shall have a minimum of three years of experience providing landscaping services similar to the service being solicited.
2. Contractor's on-site working supervisors for each crew shall have a minimum of three years of experience supervising landscaping services similar to the service being solicited.
3. The Contractor shall maintain a minimum of two truck drivers with a valid State of California Department of Motor Vehicles Class A or B commercial drivers' license as well as any other required licenses or endorsements required by Federal, State, and local regulations.
4. The Contractor shall maintain a valid and active State Contractor's Class C-27 (Landscaping Contractor) license.
5. The Contractor and/or its subcontractor employee(s) shall maintain a valid and active arborist and/or horticulturist certification.
6. The Contractor shall maintain a valid and active Waste Collector Permit issued by the County Department of Public Health (DPH).
7. Complete all channel clearing work within the time frame specified in this Exhibit's Section C.2.f, Performance Period.

8. Report to specific work locations within 48 hours after being notified by the PWR by telephone. The Contractor shall confirm and meet on-site with the PWR identified for each channel at least 24 hours prior to beginning any work on a particular channel.
9. Contractor shall meet with the PWR prior to commencement of any work.
10. Provide a telephone number at which the Contractor can provide an oral response within a 24-hour period of the PWRs request for work to be performed.
11. Provide at least one person per crew in charge of specific work who can speak, read, and write the English language.
12. Provide transportation for the Contractor's personnel and equipment both to and from, and for travel around the jobsites, as well as transportation of all cleared vegetation, debris, and brush to the closest local landfill approved by Public Works.
13. Be responsible for the security of the Contractor's equipment used at the jobsites during working hours.
14. Perform fueling and servicing of the Contractor's equipment outside regular working hours.
15. Be prepared to provide a truck with an aerial man lift to reach tree limbs and vegetation that cannot be reached safely from the ground.
16. Replace equipment by the following workday in the event of equipment failure due to unforeseen circumstances.
17. Provide barricades when and where it is necessary to effectively guard the public from danger as a result of the work being performed.
18. Be responsible for payment of all fines, fees, and penalties resulting from traffic control violations, such as, but not limited to, overloading, truck route permits, and equipment defects.
19. Submit all waste disposal receipts obtained from the landfill on a weekly basis to the PWR.
20. Provide the PWR with weekly Channel Rights-of-Way Clearing Reports (Exhibit I) on every Tuesday for work completed during the previous week.
21. Be responsible for keys that are issued for the purpose of accessing the facilities. The Contractor will also be responsible for locking all channel gates that were opened during the course of the workday. Crews are not

to evacuate a jobsite without locking the gates. Gates serving invert access ramps must be kept locked when not in use. The Contractor will immediately inform the Contract Manager of any gates that are missing a lock and/or upon discovering they have misplaced the keys and/or locks. The Contractor will reimburse the County for any keys and/or locks they have misplaced. The Contractor is advised that bikeways and equestrian trails exist along many of the facilities. The Contractor shall conduct its activities in a manner that will not endanger the users or block access to these additional facilities.

22. The Contractor shall not allow its employees to use private property for any purpose including, but not limited to, eating or coffee breaks. Contractors may not use water or electricity from private property without written permission from the owner. If, for any reason, the Contractor elects to access private property, it shall first obtain written permission from the owner and provide evidence of such permission in writing to the PWR.
23. In performing any work or doing any activity under this contract, the Contractor shall comply with all applicable federal, state and local laws, ordinances, and regulations.
24. The Contractor shall inspect and identify any condition(s) that renders any portion of the premises unsafe. Contractor shall notify the Contractor Manager immediately when a condition threatens imminent injury to the public or damage to property. The Contractor shall be responsible for blocking any unsafe areas by using barricades or traffic cones to alert the publics of the existence of hazards, and to protect members of the public or others from injury. The Contractor shall cooperate fully with Public Works in the investigation of any accidental injury or death occurring on the premises, including a complete written report to the Contract Manager within five days following the occurrence.

Q. Responsibilities of Public Works

1. The County may perform periodic inspections of the work location(s) as determined necessary or requested by the Contract Manager. The Contract Manager or Public Works Representative may accompany the Contractor's crews conducting work and serve as an observer and quality control person at the jobsite.
2. The PWR will determine the order in which the channels are to be cleared and will notify the Contractor by telephone 48 hours prior to the start of work for each channel.

3. The PWR will notify the Contractor of any landscaping to be protected in place prior to the start of work.
4. The PWR will provide keys to access the channels as necessary.

R. Best Management Practices

Best Management Practices (BMP) shall be defined as any program, technology, process, sitting criteria, operating method, measure, or device which controls, prevents, removes, or reduces the pollution of storm water. The Contractor shall obtain and refer to the Los Angeles County Department of Public Works "Construction Site Best Management Practices (BMPs) Manual. This publication is available from:

County of Los Angeles
Department of Public Works
Cashier Office (Mezzanine)
900 South Fremont Avenue
Alhambra, CA 91803
Telephone (626) 458-6959

The Contractor shall have a minimum of two readily accessible copies of this publication on the project site at all times.

The Contractor shall implement the following BMP's for the prevention of storm water pollution in conjunction with all its activities and operations:

WASTE MANAGEMENT AND MATERIAL POLLUTION CONTROL

- | | |
|------|----------------------------------|
| WM-4 | Spill Prevention and Control |
| WM-5 | Solid Waste Management |
| WM-6 | Hazardous Waste Management |
| WM-7 | Contaminated Soil Management |
| WM-9 | Sanitary/Septic Waste Management |

VEHICLE AND EQUIPMENT MANAGEMENT

- | | |
|-------|-----------------------------------|
| NS-8 | Vehicle and Equipment Cleaning |
| NS-9 | Vehicle and Equipment Fueling |
| NS-10 | Vehicle and Equipment Maintenance |

Additional BMPs may be required as a result of a change in actual field conditions, Contractor's activities, or construction operations. When more than one BMP is listed under each specific BMP category, the Contractor shall select the appropriate and necessary number of BMPs within each category in order to achieve the BMP objective.

The Contractor, as a permittee, is subject to enforcement actions by the State Water Resources Control Board, Environmental Protection Agency, and private citizens. The County will deduct, from payments due the Contractor, the total amount of any fines levied on the County, plus legal and staff costs, as a result of the Contractor's lack of compliance with these provisions and/or less than complete implementation of the specified BMPs.

S. Protection and Restoration of Existing Improvements

The Contractor shall be responsible for the protection of public and private property and shall exercise due caution to avoid damage to such property. All property damage resulting from the Contractor's operations shall be repaired within three days at the Contractor's expense and to the satisfaction of the Contract Manager. All costs to the Contractor for protecting and restoring existing improvements shall be included in the Total Proposed Price.

T. Public Convenience and Safety

The Contractor's operations shall cause no unnecessary public inconvenience. The Contractor shall be responsible for the safety of equipment, material, and personnel under the Contractor's jurisdiction during the work. The County's inspection of the work shall not be considered an approval of the Contractor's safety measures. The Contractor shall be solely responsible for complying with all Federal, State, and local laws, ordinances, and regulations, which are applicable to the work.

U. Traffic Control and Access

1. Unless otherwise authorized, traffic shall be permitted to pass through the jobsites without interruption or delay and the Contractor shall conduct its operations within the roadway parking lanes and parkway areas.
2. If, in the opinion of the PWR, it is necessary to close a traffic lane, shifting of traffic from one lane to another shall be performed in such a manner that traffic may move smoothly without any sudden changes from one lane to another.
3. On multilane highways and local streets within unincorporated County areas, all procedures for lane closure, as well as all barricades, signs, lights, and other safety devices required, shall conform to the requirements of the current "Manual of Traffic Controls for Construction

and Maintenance Work Zones" issued by the State of California, Department of Transportation. This publication is available from the California Department of Transportation and Building News, Inc., 10801 National Boulevard, Los Angeles, California, 90064, Phone (800) 873-6397.

4. Traffic lanes on multilane highways within unincorporated County areas shall not be closed during peak hour traffic, which is typically prior to 9 a.m. and after 4 p.m.
5. Contractor shall comply with all applicable traffic control requirements for the work.
6. Any action on the part of the PWR in directing the Contractor's attention to inadequacy of the required traffic safety devices and services or any action of Public Works to alleviate the Contractor's inadequacies shall not relieve the Contractor from responsibility for public safety or abrogate its obligation to provide and maintain these devices and services. If the Contractor fails to provide and maintain these devices and services and Public Works is required to alleviate said condition, the total charges of labor, equipment and materials, including overhead and transportation, accrued by Public Works for such work will be deducted from the Contract payments to the Contractor.
7. The Contractor shall be responsible for compliance with additional public safety requirements, which may arise during the work. The Contractor shall furnish and install, and upon completion of the work, promptly remove all signs and warning devices.
8. The Contractor shall make a maximum effort to maintain pedestrian access through the work area and vehicular access through driveways to private property. If the sidewalk is to be closed, the Contractor shall post appropriate warning signs.
9. All costs incurred by the Contractor in complying with the above traffic control requirements shall be considered as included in the unit rates specified on Form PW-2, Schedule of Prices.

V. Project Safety Official

The Contractor shall designate in writing a Project Safety Official who shall be thoroughly familiar with the Contractor's Injury and Illness Prevention Program and Code of Safe Practices. The Contractor's Project Safety Official shall be available at all times to abate any potential safety hazards and shall have the authority and responsibility to shut down an operation, if necessary. Failure by the Contractor to provide the required Project Safety Official shall be grounds for

the County to direct the cessation of all work activities and operations at no cost to the County until such time as the Contractor is in compliance.

W. Prevailing Wage

The Director of the Department of Industrial Relations of the State of California has ascertained the prevailing rate of per diem wages in dollars, based on a working day of eight hours, for each craft or type of worker or mechanic needed to execute any construction or maintenance contract which may be awarded by Public Works. The current prevailing wage rates as adopted by the Director of the Department of Industrial Relations are incorporated herein by reference and may be accessed at <http://www.dir.ca.gov>.

The Contractor is required to pay the prevailing wage rate referred to above and is responsible for selecting the classification of workers, which will be required to perform this service in accordance with the Contractor's method of performing the work. Pursuant to Section 1775, of the Labor Code (State of California), Contractor shall forfeit \$50 for each calendar day, or portion thereof, for each worker paid less than the stipulated prevailing wage rates for any public work done under this Contract or by any subcontractor.

X. Additional Work/Locations

1. The Contract Manager may authorize the Contractor to perform additional work including, but not limited to, adding service area(s) arises out of unforeseen incidents including vandalism, acts of God, third-party negligence or any other unanticipated need. If the Contract Manager determines such additional work can be obtained in whole or in part by temporarily modifying the Contractor's tasks and work schedules, he or she may direct such modification.
2. Prior to performing any additional work, the Contractor shall prepare and submit a written description of the work with an estimate of labor and materials as provided herein. No additional work shall commence without written authorization from the Contract Manager. However, when a condition threatens imminent injury to the public or damage to property, the Contract Manager may orally authorize the work to be performed upon receiving an oral estimate from the Contractor. Within 24 hours after receiving an oral authorization, the Contractor shall submit a written estimate to the Contract Manager for approval.
3. All additional work provided herein shall commence on the specified date established. The Contractor shall proceed diligently to complete said work within the time allotted.

4. Additional work locations may be added during the contract period. Upon request by the Contract Manager, the Contractor shall provide a written quotation for any additional work location(s), based on the linear feet rates quoted in Form PW-2, Schedule of Prices, using the linear feet rates that most closely correspond to, or are adjacent to the additional work locations. Contractor shall be paid for additional work locations at the PW-2 linear feet rates that most closely correspond to, or are adjacent to the additional work locations. Upon Contract Manager's negotiation and acceptance of the Contractor's written quotation, and subject to approval of the Director, the additional work location(s) may be added to the contract by amendment or change order.

Y. Liquidated Damages

1. In any case of the Contractor's failure to meet certain specified performance requirements, the County may, in lieu of other remedies provided by law or the Contract, assess liquidated damages in specified sums and deduct them from any regularly scheduled payment to the Contractor. However, neither the provision of a sum of liquidated damages for nonperformance or untimely or inadequate performance nor the County's acceptance of liquidated damages shall be construed to waive the County's right to reimbursement for damage to its property or indemnification against third-party claims.
2. The amounts of liquidated damages have been set in recognition of the following circumstances existing at the time of the formation of the Contract:
 - a. All of the time limits and acts required to be done by both parties are of the essence of the Contract.
 - b. The parties are both experienced in the performance of the Contract work.
 - c. The Contract contains a reasonable statement of the work to be performed in order that the expectations of the parties to the Contract are realized. The expectation of the County is that the work will be performed with due care in a workmanlike, competent, timely, and cost-efficient manner while the expectation of the Contractor is a realization of a profit through the ability to perform the Contract work in accordance with the terms and conditions of the Contract at the Proposal price.
 - d. The parties are not under any compulsion to contract.

- e. The Contractor's acceptance of the assessment of liquidated damages against it for unsatisfactory and late performance is by agreement and willingness to be bound as part of the consideration being offered to the County for the award of the Contract.
 - f. It would be difficult for the County to prove the loss resulting from nonperformance or untimely, negligent, or inadequate performance of the work.
 - g. The liquidated sums specified represent a fair approximation of the damages incurred by the County resulting from the Contractor's failure to meet the performance standard as to each item for which an amount of liquidated damages is specified.
- 3. The Contractor shall pay Public Works, or Public Works may withhold and deduct from monies due the Contractor, liquidated damages in the sum of \$500 for each consecutive calendar day that the Contractor fails to complete work within the time specified unless otherwise provided in this Contract or approved by Contract Manager.
 - 4. In addition to the above, Public Works may use Exhibit F, Performance Requirements Summary, to evaluate Contractor's performance.

Y. Fish and Wildlife Code

In accordance with California Fish and Game Code, Section 3503, the Contractor shall not take, possess, or needlessly destroy the nest or eggs of any bird, except as otherwise permitted by law. In case of an accidental take, the Contractor shall contact the California Department of Fish and Wildlife at (562) 590-5185.

Z. Oak Tree Ordinance

In accordance with the Los Angeles County Code of Ordinance, Sections 22.56.2060 and 22.56.2070, the Contractor shall not cut, destroy, remove, relocate, or inflict damage upon any oak tree with: 1) a diameter of more than 8 inches when measured 4 1/2 feet above natural grade; or 2) more than one trunk, whose combined diameter of any two trunks is at least 12 inches as measured 4 1/2 feet above natural grade. The Contractor shall not prune oak tree branches with diameters of more than 2 inches.

The Contractor shall obtain a permit issued by the Forestry Division of the Los Angeles County Fire Department via the PWR before performing any of the work mentioned above.

SERVICE CONTRACT GENERAL REQUIREMENTS

SECTION 1

INTERPRETATION OF CONTRACT

A. Ambiguities or Discrepancies

Both parties have either consulted or had the opportunity to consult with counsel regarding the terms of this Contract and are fully cognizant of all terms and conditions. Should there be any uncertainty, ambiguity, or discrepancy in the terms or provisions hereof, or should any misunderstanding arise as to the interpretation to be placed upon any position hereof or the applicability of the provisions hereunder, neither party shall be deemed as the drafter of this Contract and the uncertainty, ambiguity, or discrepancy shall not be construed against either party.

B. Definitions

Whenever in the Request for Proposals, Contract, Scope of Work, Specifications, Terms, Requirements, and/or Conditions the following terms are used, the intent and meaning shall be interpreted as follows:

Agreement. The written, signed accord covering the performance of the requested.

Board. The Board of Supervisors of County of Los Angeles and Ex-Officio Board of Supervisors of the Los Angeles County Flood Control District.

Contract. The written agreement covering the performance of the service and the furnishing of labor, materials, supervision, and equipment in the performance of the service. The contract includes the Agreement, Exhibit A, Scope of Work (Specifications); Exhibit B, Service Contract General Requirements; Exhibit C, Internal Revenue Service Notice 1015; Exhibit D, Safely Surrendered Baby Law Posters; Exhibit E, Defaulted Property Tax Reduction Program, and other appropriate exhibits, amendments, and change orders. Included are all supplemental agreements amending or extending the service to be performed, which may be required to supply acceptable services specified herein.

Contractor. The person or persons, sole proprietor, partnership, joint venture, corporation, or other legal entity who has entered into an agreement with County to perform or execute the work covered by this Contract.

Contract Work or Work. The entire contemplated work of maintenance and repair to be performed, and services rendered as prescribed in this Contract.

County. Includes County of Los Angeles, County of Los Angeles Department of Public Works, Los Angeles County Road Department, and/or Los Angeles County Engineer.

Day. Calendar day(s) unless otherwise specified.

Direct Employee. Worker employed by Contractor under Contractor's state and federal taxpayer identification.

Director. The Director of Public Works, County of Los Angeles, as used herein, includes the Road Commissioner, County of Los Angeles; County Engineer, County of Los Angeles; Chief Engineer, Los Angeles County Flood Control District; and/or authorized representative(s).

District. Los Angeles County Flood Control District, or Los Angeles County Waterworks Districts, or Los Angeles County Consolidated Sewer Maintenance District.

Employee Leasing. Any agreement to employ any worker, at any tier, that is neither a subcontract nor a direct employee relationship.

Fiscal Year. The 12-month period beginning July 1 and ending the following June 30.

Maximum Contract Sum. The Maximum Contract Sum is the aggregate total amount of compensation authorized by the Board.

Proposal. The written materials that a Proposer submits in response to a solicitation document (Request for Proposals).

Proposer. Any individual, person or persons, sole proprietor, firm, partnership, joint venture, corporation, or other legal entity submitting a Proposal for the work, acting directly or through a duly authorized representative.

Public Works. County of Los Angeles Department of Public Works.

Solicitation. Request for Proposals, Invitation for Bids, Request for Statement of Qualifications, or Request for Quotation.

Specifications. The directions, provisions, and requirements contained herein, as supplemented by such special provisions as may be necessary pertaining to method, manner, and place of performing the work under this Contract.

Subcontract. An agreement by the Contractor to employ a Subcontractor at any tier; to employ or agree to employ a Subcontractor, at any tier.

Subcontractor. Any individual, person or persons, sole proprietor, firm, partnership, joint venture, corporation, or other legal entity furnishing supplies, services of any nature, equipment, and/or materials to Contractor in furtherance of the Contractor's performance of this Contract, at any tier, under oral or written agreement.

C. Headings

The headings herein contained are for convenience and reference only and are not intended to define or limit the scope of any provision thereof.

SECTION 2

STANDARD TERMS AND CONDITIONS PERTAINING TO CONTRACT ADMINISTRATION

A. Amendments

1. For any change which affects the Scope of Work, contract sum, payments, or any term or condition included in this Contract, an amendment shall be prepared and executed by Contractor and the Board or if delegated by the Board, the Director, and Contractor.
2. The Board or County's Chief Executive Officer or designee may require the addition and/or change of certain terms and conditions in this Contract during the term of this Contract. County reserves the right to add and/or change such provisions as required by the Board or the Chief Executive Officer. To implement such changes, an amendment or a change order to this Contract shall be prepared by Public Works and signed by the Contractor.
3. County may, at its sole discretion, authorize extensions of time to this Contract's term. Contractor agrees that such extensions of time shall not change any other term or condition of this Contract during the period of such extensions. To implement an extension of time, an amendment to this Contract shall be prepared and executed by Contractor and the Board or if delegated by the Board, the Director, and Contractor. To the extent that extensions of time for Contractor performance do not impact either scope or amount of this Contract, Public Works may, at its sole discretion, grant Contractor extensions of time, provided the aggregate of all such extensions during the life of this Contract shall not exceed 120 days.
4. For any change which does not materially affect the scope of work or any other term or condition included under this Contract, a change order shall be prepared by Public Works and signed by the Contractor. If the change order is prepared by the Contractor, it shall be approved by Public Works and signed by the Contractor and the County.

B. Assignment and Delegation

1. Contractor shall not assign its rights or delegate its duties under this Contract, or both, whether in whole or in part, without the prior written consent of County, in its discretion, and any attempted assignment or delegation without such consent shall be null and void. For purposes of this paragraph, County consent shall require a written amendment to this Contract, which is formally approved and executed by Contractor and the Board or if delegated by the Board, the Director, and Contractor. Any payments by County to any approved delegate or assignee on any

claim under this Contract shall be deductible, at County's sole discretion, against the claims which Contractor may have against County.

2. Shareholders, partners, members, or other equity holders of Contractor may transfer, sell, exchange, assign, or divest themselves of any interest they may have therein. However, in the event any such sale, transfer, exchange, assignment, or divestment is effected in such a way as to give majority control of Contractor to any person(s), corporation, partnership, or legal entity other than the majority controlling interest therein at the time of execution of this Contract, such disposition is an assignment requiring the prior written consent of County in accordance with applicable provisions of this Contract.
3. Any assumption, assignment, delegation, or takeover of any of Contractor's duties, responsibilities, obligations, or performance of same by any entity other than Contractor, whether through assignment, subcontract, delegation, merger, buyout, or any other mechanism, with or without consideration for any reason whatsoever without County's express prior written approval, shall be a material breach of this Contract, which may result in the suspension or termination of this Contract. In the event of such a termination, County shall be entitled to pursue the same remedies against Contractor as it could pursue in the event of default of Contractor.

C. Authorization Warranty

Contractor represents and warrants that the person(s) executing this Contract for Contractor is an authorized agent who has actual authority to bind Contractor to each and every term, condition, and obligation of this Contract and that all requirements of Contractor have been fulfilled to provide such actual authority.

D. Budget Reduction

In the event that the County's Board of Supervisors adopts, in any fiscal year, a County Budget which provides for reductions in the salaries and benefits paid to the majority of County employees and imposes similar reductions with respect to County Contracts, the County reserves the right to reduce its payment obligation under this Contract correspondingly for that fiscal year and any subsequent fiscal year during the term of this Contract (including any extensions), and the services to be provided by the Contractor under this Contract shall also be reduced correspondingly. Except as set forth in the preceding sentence, the Contractor shall continue to provide all of the services set forth in this Contract. The County's notice to the Contractor regarding said reduction in payment obligation shall be provided within 30 calendar days of the Board's approval of such actions.

E. Complaints

Contractor shall develop, maintain, and operate procedures for receiving, investigating, and responding to any complaints by any individual.

1. Within 12 business days after this Contract's effective date, Contractor shall provide County with Contractor's policy for receiving, investigating, and responding to any complaints by any individual.
2. County will review Contractor's policy and provide Contractor with approval of said plan or with requested changes.
3. If County requests changes in Contractor's policy, Contractor shall make such changes and resubmit the plan within five business days for County approval.
4. If, at any time, Contractor wishes to change Contractor's policy, Contractor shall submit proposed changes to County for approval before implementation.
5. Contractor shall preliminarily investigate all complaints and notify the Contract Manager of the status of the investigation within five business days of receiving the complaint.
6. When complaints cannot be resolved informally, a system of follow-through shall be instituted which adheres to formal plans for specific actions and strict time deadlines.
7. Copies of all written responses shall be sent to the Contract Manager within three business days of mailing to the complainant.

F. Compliance with Applicable Laws

1. Contractor shall comply with all applicable Federal, State, and local laws, rules, regulations, ordinances, or directives, and all provisions required thereby to be included in this Contract are hereby incorporated by reference.
2. Contractor shall defend, indemnify, and hold the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers harmless from and against any and all liability, damages, costs, and expenses, including, but not limited to, defense costs and attorneys' fees arising from or related to any violation on the part of Contractor or its employees, agents, or Subcontractors of any such laws, rules, regulations, ordinances, or directives.

G. Compliance with Civil Rights Laws

Contractor hereby assures that it will comply with Subchapter VI of the Civil Rights Act of 1964, 42 USC Sections 2000 (e)(1) through 2000 (e)(17), to the end that no person shall, on the grounds of race, creed, color, sex, religion, ancestry, age, condition of physical disability, marital status, political affiliation, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Contract or under any project, program, or activity supported by this Contract. Contractor shall comply with its EEO Certification (Form PW-7).

H. Confidentiality

1. Contractor shall maintain the confidentiality of all records obtained from County under this Contract in accordance with all applicable Federal, State, and local laws, ordinances, regulations, and directives relating to confidentiality.
2. Contractor shall inform all of its officers, employees, agents, and Subcontractors providing services hereunder of the confidentiality provisions of this Contract.

I. Conflict of Interest

1. No County employee whose position with County enables such employee to influence the award of this Contract or any competing contract, and no spouse or economic dependent of such employee shall be employed in any capacity by Contractor or have any other direct or indirect financial interest in this Contract. No officer or employee of Contractor who may financially benefit from the performance of the work hereunder shall in any way participate in County's approval, or ongoing evaluation, of such work, or in any way attempt to unlawfully influence County's approval or ongoing evaluation of such work.
2. Contractor represents and warrants that it is aware of, and its authorized officers have read, the provisions of Los Angeles County Code, Section 2.180.010, "Certain Contracts Prohibited," and that execution of this Agreement will not violate those provisions. Contractor shall comply with all conflict of interest laws, ordinances, and regulations now in effect or hereafter to be enacted during the term of this Contract. Contractor warrants that it is not now aware of any facts that create a conflict of interest. If Contractor hereafter becomes aware of any facts that might reasonably be expected to create a conflict of interest, it shall immediately make full written disclosure of such facts to County. Full written disclosure shall include, but is not limited to, identification of all persons implicated and a complete description of all relevant circumstances. Failure to comply with the provisions of this paragraph shall be a material breach of this Contract

subjecting Contractor to either contract termination for default or debarment proceedings or both. Contractor must sign and adhere to the "Conflict of Interest Certification" (Form PW-5).

J. Consideration of Hiring County Employees Targeted for Layoffs or Former County Employee on Reemployment List

Should Contractor require additional or replacement personnel after the effective date of this Contract to perform the services set forth herein, Contractor shall give first consideration for such employment openings to qualified permanent County employees who are targeted for layoff or qualified, former County employees who are on a reemployment list during the life of this Contract.

K. Consideration of Hiring GAIN and GROW Participants

1. Should Contractor require additional or replacement personnel after the effective date of this Contract, Contractor shall give consideration for any such employment openings to participants in County's Department of Public Social Services Greater Avenues for Independence (GAIN) Program and General Relief Opportunity for Work (GROW) Program who meet Contractor's minimum qualifications for the open position. For this purpose, consideration shall mean that Contractor will interview qualified candidates. County will refer GAIN and GROW participants by category to Contractor.
2. In the event that both laid-off County employees and GAIN and GROW participants are available for hiring, County employees shall be given first priority.

L. Contractor's Acknowledgment of County's Commitment to Child Support Enforcement

Contractor acknowledges that County places a high priority on the enforcement of child support laws and the apprehension of child support evaders. Contractor understands that it is County's policy to encourage all County Contractors to voluntarily post County's L.A.'s Most Wanted: Delinquent Parents poster in a prominent position at Contractor's place of business. County's Child Support Services Department will supply Contractor with the poster to be used.

M. Contractor's Charitable Activities Compliance

The Supervision of Trustees and Fundraisers for Charitable Purposes Act regulates entities receiving or raising charitable contributions. The "Nonprofit Integrity Act of 2004" (SB 1262, Chapter 919) increased Charitable Purposes Act requirements. By requiring Contractors to complete the Charitable Contributions Certification (Form PW-12), County seeks to ensure that all County Contractors which receive or raise charitable contributions comply with

California law in order to protect County and its taxpayers. A Contractor which receives or raises charitable contributions without complying with its obligations under California law commits a material breach subjecting it to either contract termination for default or debarment proceedings or both. (Los Angeles County Code Chapter 2.202).

N. Contractor's Warranty of Adherence to County's Child Support Compliance Program

1. Contractor acknowledges that County has established a goal of ensuring that all individuals who benefit financially from County through contracts are in compliance with their court-ordered child, family, and spousal support obligations in order to mitigate the economic burden otherwise imposed upon County and its taxpayers.
2. As required by County's Child Support Compliance Program (Los Angeles County Code Chapter 2.200), and without limiting Contractor's duty under this Contract to comply with all applicable provisions of law, Contractor warrants that it is now in compliance and shall during the term of this Contract maintain compliance with the employment and wage reporting requirements as required by the Federal Social Security Act (42 USC Section 653a) and California Unemployment Insurance Code Section 1088.5, and shall implement all lawfully served Wage and Earnings Withholding Orders or Child Support Services Department Notices of Wage and Earnings Assignment for Child, Family, or Spousal Support, pursuant to Code of Civil Procedure Section 706.031 and Family Code Section 5246(b).

O. Contractor Performance Evaluation/Corrective Action Measures

County or its agent will evaluate Contractor's performance under this Contract on not less than an annual basis. Such evaluation will include assessing Contractor's compliance with all this Contract's terms, conditions, and performance standards. Contractor deficiencies which County determines are severe or continuing and that may place performance of this Contract in jeopardy, if not corrected, will be reported to the Board. The report will include improvement/corrective action measures taken by County and Contractor. If improvement does not occur consistent with the corrective action measures, County may suspend or terminate this Contract for default or impose other penalties as specified in this Contract.

P. Damage to County Facilities, Buildings, or Grounds

1. Contractor shall repair, or cause to be repaired, at its own cost, any and all damage to County facilities, buildings, or grounds caused by Contractor or employees or agents of Contractor.

2. Such repairs shall be made immediately after Contractor has become aware of such damage, but in no event later than 30 days after the occurrence. If Contractor fails to make timely repairs, County may make any necessary repairs. All costs incurred by County, as determined by County, for such repairs shall be repaid by Contractor by cash payment upon demand. County may deduct from any payment otherwise due Contractor for costs incurred by County to make such repairs.

Q. Employment Eligibility Verification

1. Contractor warrants that it fully complies with all Federal and State statutes and regulations regarding the employment of aliens and others and that all of its employees performing work under this Contract meet the citizenship or alien status requirements set forth in Federal and State statutes and regulations. Contractor shall obtain, from all covered employees performing services hereunder, all verification and other documentation of employment eligibility status required by Federal and State statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986 (P.L. 99-603), or as they currently exist and as they may be hereafter amended. Contractor shall retain all such documentation for all covered employees for the period prescribed by law.
2. Contractor shall, defend, and hold harmless, the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers, from employer sanctions and any other liability which may be assessed against Contractor or County or both in connection with any alleged violation of Federal or State statutes or regulations pertaining to the eligibility for employment of persons performing services under this Contract.

R. Facsimile Representations

At the discretion of County, County may agree to regard facsimile representations of original signatures of Contractor's authorized officers, when appearing in appropriate places on the change notices and amendments prepared pursuant to this Exhibit's Amendments, and received via communications facilities, as legally sufficient evidence that such original signatures have been affixed to change notices and amendments to this Contract, such that the Contractor need not follow up facsimile transmissions of such documents with subsequent (nonfacsimile) transmission of "original" versions of such documents.

S. Fair Labor Standards

Contractor shall comply with all applicable provisions of the Federal Fair Labor Standards Act and shall indemnify, defend, and hold harmless the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees,

and Volunteers from any and all liability including, but not limited to, wages, overtime pay, liquidated damages, penalties, court costs, and attorneys' fees arising under any wage and hour law including, but not limited to, the Federal Fair Labor Standards Act, for work performed by Contractor's employees for which County may be found jointly or solely liable.

T. Force Majeure

1. Neither party shall be liable for such party's failure to perform its obligations under and in accordance with this Contract, if such failure arises out of fires, floods, epidemics, quarantine restrictions, other natural occurrences, strikes, lockouts (other than a lockout by such party or any of such party's subcontractors), freight embargoes, or other similar events to those described above, but in every such case the failure to perform must be totally beyond the control and without any fault or negligence of such party (such events are referred to in this subparagraph as "force majeure events").
2. Notwithstanding the foregoing, a default by a subcontractor of Contractor shall not constitute a force majeure event, unless such default arises out of causes beyond the control of both Contractor and such subcontractor, and without any fault or negligence of either of them. In such case, Contractor shall not be liable for failure to perform, unless the goods or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit Contractor to meet the required performance schedule. As used in this subparagraph, the term "subcontractor" and "subcontractors" mean subcontractors at any tier.
3. In the event Contractor's failure to perform arises out of a force majeure event, Contractor agrees to use commercially reasonable best efforts to obtain goods or services from other sources, if applicable, and to otherwise mitigate the damages and reduce the delay caused by such force majeure event.

U. Governing Laws, Jurisdiction, and Venue

This Contract shall be governed by, and construed in accordance with the laws of the State of California. To the maximum extent permitted by applicable law, Contractor and County agree and consent to the exclusive jurisdiction of the courts of the State of California for all purposes concerning this Contract and further agree and consent that venue of any action brought in connection with or arising out of this Contract, shall be exclusively in the County of Los Angeles.

V. Most Favored Public Entity

If the Contractor's prices decline, or should the Contractor at any time during the term of this Contract provide the same goods or services under similar quantity

and delivery conditions to the State of California or any county, municipality, or district of the State at prices below those set forth in this Contract, then such lower prices shall be immediately extended to the County.

W. Nondiscrimination and Affirmative Action

1. Contractor certifies and agrees that all persons employed by it, its affiliates, subsidiaries, or holding companies are and shall be treated equally without regard to or because of race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, in compliance with all applicable Federal and State antidiscrimination laws and regulations.
2. Contractor shall certify to, and comply with, the provisions of Contractor's EEO Certification (Form PW-7).
3. Contractor shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, in compliance with all applicable Federal and State antidiscrimination laws and regulations. Such action shall include, but not be limited to, employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection of training, including apprenticeship.
4. Contractor certifies and agrees that it will deal with its Subcontractors, bidders, or vendors without regard to or because of race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation.
5. Contractor certifies and agrees that it, its affiliates, subsidiaries, or holding companies shall comply with all applicable Federal and State laws and regulations to the end that no person shall, on the grounds of race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Contract or under any project, program, or activity supported by this Contract.
6. Contractor shall allow County representatives access to Contractor's employment records during regular business hours to verify compliance with the provisions of this paragraph when so requested by County.
7. If County finds that any of the above provisions have been violated, such violation shall constitute a material breach of this Contract upon which County may terminate for default or suspend this Contract.

While County reserves the right to determine independently that the antidiscrimination provisions of this Contract have been violated, in addition, a determination by the California Fair Employment Practices Commission or the Federal Equal Employment Opportunity Commission that Contractor has violated Federal or State antidiscrimination laws or regulations shall constitute a finding by County that Contractor has violated the antidiscrimination provisions of this Contract.

8. The parties agree that in the event Contractor violates any of the antidiscrimination provisions of this Contract, County shall, at its sole option, be entitled to a sum of \$500 for each violation pursuant to California Civil Code Section 1671 as liquidated damages in lieu of terminating or suspending this Contract.

X. Nonexclusivity

Nothing herein is intended nor shall be construed as creating any exclusive arrangement with Contractor. This Contract shall not restrict County from acquiring similar, equal, or like goods and/or services from other entities or sources.

Y. No Payment for Services Provided Following Expiration/Suspension/Termination of Contract

Contractor shall have no claim against County for payment of any money or reimbursement, of any kind whatsoever, for any service provided by Contractor after the expiration, suspension, or other termination of this Contract. Should Contractor receive any such payment, it shall immediately notify County and shall immediately repay all such funds to County. Payment by County for services rendered after expiration/suspension/termination of this Contract shall not constitute a waiver of County's right to recover such payment from Contractor. This provision shall survive the expiration/suspension/termination of this Contract.

Z. Notice of Delays

Except as otherwise provided under this Contract, when either party has knowledge that any actual or potential situation is delaying or threatens to delay the timely performance of this Contract, that party shall, within one business day, give notice thereof, including all relevant information with respect thereto, to the other party.

AA. Notice of Disputes

Contractor shall bring to the attention of the Contract Manager any dispute between County and Contractor regarding the performance of services as stated in this Contract. If the Contract Manager is not able to resolve the dispute, the Director will resolve it.

BB. Notice to Employees Regarding the Federal Earned Income Credit

Contractor shall notify its employees, and shall require each Subcontractor to notify its employees, that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws. Such notice shall be provided in accordance with the requirements set forth in Internal Revenue Service Notice 1015 (Exhibit C).

CC. Notices

Notices desired or required to be given under these Specifications, Conditions, or Terms herein or any law now or hereafter in effect may, at the option of the party giving the same, be given by enclosing the same in a sealed envelope addressed to the party for whom intended and by depositing such envelope with postage prepaid with the United States Post Office and any such notice and the envelope containing the same shall be addressed to Contractor at its place of business, or such other place as may be hereinafter designated in writing by Contractor. The notices and envelopes containing the same to County shall be addressed to:

Chief, Administrative Services Division
County of Los Angeles Department of Public Works
P.O. Box 1460
Alhambra, CA 91802-1460

In the event of suspension or termination of this Contract, notices may also be given upon personal delivery to any person whose actual knowledge of such suspension or termination would be sufficient notice to Contractor. Actual knowledge of such suspension or termination by an individual Contractor or by a copartner, if Contractor is a partnership; or by the president, vice president, secretary, or general manager, if Contractor is a corporation; or by the managing agent regularly in charge of the work on behalf of said Contractor shall in any case be sufficient notice.

DD. Publicity

Contractor shall not disclose any details in connection with this Contract to any person or entity except as may be otherwise provided hereunder or required by law. However, in recognizing Contractor's need to identify its services and related clients to sustain itself, County shall not inhibit Contractor from publicizing its role under this Contract within the following conditions:

1. Contractor shall develop all publicity material in a professional manner.
2. During the term of this Contract, Contractor shall not, and shall not authorize another to, publish or disseminate commercial advertisements, press releases, feature articles, or other materials using the name of County without the prior written consent of the Contract Manager. County shall not unreasonably withhold such written consent.
3. Contractor may, without prior written consent of County, indicate in its proposals and sales materials that it has been awarded this Contract with County, provided that the requirements of this paragraph shall apply.

EE. Public Records Act

1. Any documents submitted by Contractor; all information obtained in connection with County's right to audit and inspect Contractor's documents, books, and accounting records pursuant to this Exhibit's Record Retention and Inspection/Audit Settlement, of this Contract; as well as those documents which were required to be submitted in response to the RFP used in the solicitation process for this Contract, become the exclusive property of County. All such documents become a matter of public record and shall be regarded as public records, except those documents that are marked "Trade Secret," "Confidential," or "Proprietary" and are deemed excluded from disclosure under Government Code 6250 et seq. (Public Records Act). County shall not in any way be liable or responsible for the disclosure of any such records including, with limitation, those so marked, if disclosure is required by law, or by an order issued by a court of competent jurisdiction.
2. In the event County is required to defend an action on a Public Records Act request for any of the aforementioned documents, information, books, records, and/or contents of a proposal marked "Trade Secret," "Confidential," or "Proprietary," Contractor agrees to defend and indemnify County from all costs and expenses, including reasonable attorney's fees, in connection with any requested action or liability arising under the Public Records Act.

FF. Record Retention and Inspection/Audit Settlement

Contractor shall maintain accurate and complete financial records of its activities and operations relating to this Contract in accordance with generally accepted accounting principles. Contractor shall also maintain accurate and complete employment and other records relating to its performance of this Contract. Contractor agrees that County, or its authorized representatives, shall have access to and the right to examine, audit, excerpt, copy, or transcribe any pertinent transaction, activity, or record relating to this Contract. All such material, including, but not limited to, all financial records, bank statements, cancelled checks, or other proof of payment, timecards, sign-in/sign-out sheets, and other time and employment records, and proprietary data and information, shall be kept and maintained by Contractor and shall be made available to County during the term of this Contract and for a period of five years thereafter unless County's written permission is given to dispose of any such material prior to such time. All such material shall be maintained by Contractor at a location in County, provided that if any such material is located outside County, then, at County's option, Contractor shall pay County for travel, per diem, and other costs incurred by County to examine, audit, excerpt, copy, or transcribe such material at such other location.

1. In the event that an audit of Contractor is conducted specifically regarding this Contract by any Federal or State auditor, or by any auditor or accountant employed by Contractor or otherwise, then Contractor shall file a copy of such audit report with County's Auditor-Controller within 30 days of Contractor's receipt thereof, unless otherwise provided by applicable Federal or State law or under this Contract. Subject to applicable law, County shall make a reasonable effort to maintain the confidentiality of such audit report(s).
2. Failure on the part of Contractor to comply with any of the provisions of this paragraph shall constitute a material breach of this Contract upon which County may suspend or terminate for default or suspend this Contract.
3. If, at any time during the term of this Contract or within five years after the expiration or termination of this Contract, representatives of County conduct an audit of Contractor regarding the work performed under this Contract, and if such audit finds that County's dollar liability for any such work is less than payments made by County to Contractor, then the difference shall be either: a) repaid by Contractor to County by cash payment upon demand or b) at the sole option of County's Auditor-Controller, deducted from any amounts due to Contractor from County, whether under this Contract or otherwise. If such audit finds that County's dollar liability for such work is more than the payments made by County to Contractor, then the difference shall be paid to Contractor by County by cash payment, provided that in no event shall County's maximum obligation for this Contract exceed the funds appropriated by County for the purpose of this Contract.

GG. Recycled-Content Paper Products

Consistent with Board policy to reduce the amount of solid waste deposited at County landfills, Contractor agrees to use recycled-content paper to the maximum extent possible under this Contract.

HH. Contractor's Employee Criminal Background Investigation

Each of the Contractor's and Subcontractor's staff performing services under this Contract who is in a designated sensitive position, as determined by the County in County's sole discretion, shall undergo and pass a background investigation to the satisfaction of County as a condition of beginning and continuing to perform services under this Contract. Such background investigation must be obtained through fingerprints submitted to the California Department of Justice to include State and local-level review, which may include, but shall not be limited to, criminal conviction information. The fees associated with the background investigation shall be at the expense of the Contractor, regardless if the member of Contractor's staff passes or fails the background investigation.

II. Subcontracting

The requirements of this Contract may not be subcontracted by Contractor without the advance written approval of County. Any attempt by Contractor to subcontract without the prior written consent of County may be deemed a material breach of this Contract and the County may suspend or terminate for this Contract default.

1. If Contractor desires to subcontract, Contractor shall provide the following information promptly at County's request:
 - a. A description of the work to be performed by the Subcontractor.
 - b. A draft copy of the proposed subcontract.
 - c. Other pertinent information and/or certifications requested by County.
2. Contractor shall indemnify and hold County harmless with respect to the activities of each and every Subcontractor in the same manner and to the same degree as if such Subcontractor(s) were Contractor employees.
3. Contractor shall remain fully responsible for all performances required of it under this Contract, including those that the Contractor has determined to subcontract, notwithstanding County's approval of Contractor's proposed subcontract.
4. County's consent to subcontract shall not waive County's right to prior and continuing approval of any and all personnel, including Subcontractor

employees, providing services under this Contract. Contractor is responsible to notify its Subcontractors of this County right.

5. County's Contract Manager is authorized to act for and on behalf of County with respect to approval of any subcontract and Subcontractor employees.
6. Contractor shall be solely liable and responsible for all payments or other compensation to all Subcontractors and their officers, employees, agents, and successors in interest arising through services performed hereunder, notwithstanding County's consent to subcontract.
7. Contractor shall obtain certificates of insurance, which establish that the Subcontractor maintains all the programs of insurance required by County from each approved Subcontractor. Contractor shall ensure delivery of all such documents to Administrative Services Division, P.O. Box 1460, Alhambra, California 91802-1460, before any Subcontractor employee may perform any work hereunder.
8. Employee Leasing is prohibited.

JJ. 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.

KK. Waiver

No waiver by County of any breach of any provision of this Contract shall constitute a waiver of any other breach of said provision or of any other provision of this Contract. Failure of County to enforce at anytime, or from time to time, any provision of this Contract shall not be construed as a waiver thereof.

LL. Warranty Against Contingent Fees

1. Contractor warrants that no person or selling agency has been employed or retained to solicit or secure this Contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by Contractor for the purpose of securing business.
2. For breach of this warranty, County shall have the right, in its sole discretion, to suspend or terminate this Contract for default, deduct from amounts owing to the Contractor, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

MM. Time Off for Voting

The Contractor shall notify its employees, and shall require each subcontractor to notify and provide to its employees, information regarding the time off for voting law (Elections Code Section 14000). Not less than ten days before every Statewide election, every Contractor and subcontractors shall keep posted conspicuously at the place of work, if practicable, or elsewhere where it can be seen as employees come or go to their place of work, a notice setting forth the provisions of Section 14000.

SECTION 3

TERMINATIONS/SUSPENSIONS

A. Termination/Suspension for Breach of Warranty to Maintain Compliance with County's Child Support Compliance Program

Failure of Contractor to maintain compliance with the requirements set forth in this Exhibit's Contractor's Warranty of Adherence to County's Child Support Compliance Program shall constitute a default under this Contract. Without limiting the rights and remedies available to County under any other provision of this Contract, failure of Contractor to cure such default within 90 calendar days of written notice shall be grounds upon which the County may suspend or terminate this Contract pursuant to this Exhibit's Termination/Suspension for Default, and pursue debarment of Contractor pursuant to Los Angeles County Code Chapter 2.202.

B. Termination/Suspension for Convenience

1. This Contract may be suspended or terminated, in whole or in part, from time to time, when such action is deemed by County, in its sole discretion, to be in its best interest. Suspension or termination of work hereunder shall be effected by notice of suspension or termination to Contractor specifying the extent to which performance of work is suspended or terminated and the date upon which such suspension or termination becomes effective. The date upon which such suspension or termination becomes effective shall be no less than ten days after the notice is sent.
2. After receipt of a notice of suspension or termination and except as otherwise directed by County, Contractor shall:
 - a. Stop work under this Contract on the date and to the extent specified in such notice.
 - b. Complete performance of such part of the work as shall not have been suspended or terminated by such notice.
3. All material including books, records, documents, or other evidence bearing on the costs and expenses of Contractor under this Contract shall be maintained by Contractor in accordance with this Exhibit's Record Retention and Inspection/Audit Settlement.
4. If this Contract is suspended or terminated, Contractor shall complete within the Director's suspension or termination date contain within the notice of suspension or termination, those items of work which are in various stages of completion, which the Director has advised the

Contractor are necessary to bring the work to a timely, logical, and orderly end. Reports, samples, and other materials prepared by Contractor under this Contract shall be delivered to County upon request and shall become the property of County.

C. Termination/Suspension for Default

1. County may, by written notice to Contractor, suspend or terminate the whole or any part of this Contract, if, in the judgment of the County:
 - a. Contractor has materially breached this Contract; or
 - b. Contractor fails to timely provide and/or satisfactorily perform any task, deliverable, service, or other work required under this Contract; or
 - c. Contractor fails to demonstrate a high probability of timely fulfillment of performance requirements under this Contract, or of any obligations of this Contract and in either case, fails to demonstrate convincing progress toward a cure within five working days (or such longer period as County may authorize in writing) after receipt of written notice from County specifying such failure.
2. In the event County suspends or terminates this Contract in whole or in part pursuant to this paragraph, County may procure, upon such terms and in such manner, as County may deem appropriate, goods and services similar to those so suspended or terminated. Contractor shall be liable to County for any and all excess costs incurred by County, as determined by County, for such similar goods and services. Contractor shall continue the performance of this Contract to the extent not suspended or terminated under the provisions of this paragraph.
3. Except with respect to defaults of any Subcontractor, Contractor shall not be liable for any excess costs of the type identified in subparagraph "2" above, if its failure to perform this Contract arises out of causes beyond the control and without the fault or negligence of Contractor. Such causes may include, but are not limited to, acts of God or of the public enemy, acts of County in either its sovereign or contractual capacity, acts of the Federal or State government in its sovereign capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but in every case, the failure to perform must be beyond the control and without the fault or negligence of Contractor. If the failure to perform is caused by the default of a Subcontractor, and if such default arises out of causes beyond the control of both Contractor and Subcontractor, and without the fault or negligence of either of them, Contractor shall not be liable for any such excess costs for failure to perform, unless the goods or services to be furnished by the

Subcontractor were obtainable from other sources in sufficient time to permit Contractor to meet the required delivery schedule.

4. If, after County has given notice of termination or suspension under the provisions of this paragraph, it is determined by County that Contractor was not in default under the provisions of this paragraph or that the default was excusable under the provisions of this paragraph, the rights and obligations of the parties shall be the same as if the notice of termination or suspension had been issued pursuant to this Exhibit's Termination/Suspension for Convenience.
5. The rights and remedies of County provided in this paragraph shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.
6. As used herein, the terms "Subcontractor" and "Subcontractors" mean subcontractor at any tier.

D. Termination/Suspension for Improper Consideration

1. County may, by written notice to Contractor, immediately suspend or terminate the right of Contractor to proceed under this Contract if it is found that consideration, in any form, was offered or given by Contractor, either directly or through an intermediary, to any County officer, employee, or agent with the intent of securing this Contract or securing favorable treatment with respect to the award, amendment, extension of this Contract, or the making of any determinations with respect to Contractor's performance pursuant to this Contract. In the event of such termination or suspension, County shall be entitled to pursue those same remedies against Contractor as it could pursue in the event of default by Contractor.
2. Contractor shall immediately report any attempt by a County officer or employee to solicit such improper consideration. The report shall be made either to County manager charged with the supervision of the employee or to County Auditor-Controller's Employee Fraud Hotline at (800) 544-6861.
3. Among other items, such improper consideration may take the form of cash; discounts; services; the provision of travel, entertainment, or tangible gifts.

E. Termination/Suspension for Insolvency

1. County may suspend or terminate this Contract forthwith in the event of the occurrence of any of the following:
 - a. Insolvency of Contractor. Contractor shall be deemed to be insolvent if it has ceased to pay its debts for at least 60 days in the ordinary course of business or cannot pay its debts as they become due, whether or not a petition has been filed under the Federal Bankruptcy Code, and whether or not Contractor is insolvent within the meaning of the Federal Bankruptcy Code.
 - b. The filing of a voluntary or involuntary bankruptcy petition relative to Contractor under the Federal Bankruptcy Code.
 - c. The appointment of a bankruptcy Receiver or Trustee for Contractor.
 - d. The execution by Contractor of a general assignment for the benefits of creditors.
2. The rights and remedies of County provided in this paragraph shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

F. Termination/Suspension for Nonadherence to County Lobbyists Ordinance

Contractor, and each County lobbyist or County lobbying firm as defined in Los Angeles County Code Section 2.160.010, retained by Contractor, shall fully comply with County's Lobbyist Ordinance, Los Angeles County Code Chapter 2.160. Failure on the part of Contractor or any County Lobbyists or County Lobbying firm retained by Contractor to fully comply with County's Lobbyist Ordinance shall constitute a material breach of this Contract, upon which County may in its sole discretion, immediately suspend or terminate for default of this Contract.

G. Termination/Suspension for Nonappropriation of Funds

Notwithstanding any other provision of this Contract, County shall not be obligated for Contractor's performance hereunder or by any provision of this Contract during any of County's future fiscal years unless and until the Board appropriates funds for this Contract in County's budget for each such future fiscal year. In the event that funds are not appropriated for this Contract, then this Contract may be suspended or terminated as of June 30 of the last fiscal year for which funds were appropriated. County will notify Contractor in writing of any such nonallocation of funds at the earliest possible date.

SECTION 4

GENERAL CONDITIONS OF CONTRACT WORK

A. Authority of Public Works and Inspection

The Director will have the final authority in all matters affecting the work covered by this Contract's Terms, Requirement, Conditions, and Specifications. On all questions relating to work acceptability or interpretations of these Terms, Requirements, Conditions, and Specifications, the decision of the Director will be final.

B. Cooperation

Contractor shall cooperate with Public Works' forces engaged in any other activities at the jobsite. Contractor shall carry out all work in a diligent manner and according to instructions of the Director.

C. Cooperation and Collateral Work

Contractor shall perform work as directed by the Director. The Director will be supported by other Public Works personnel in assuring satisfactory performance of the work under these specifications and that satisfactory contract controls and conditions are maintained.

D. Equipment, Labor, Supervision, and Materials

All equipment, labor, supervision, and materials required to accomplish this Contract, except as might be specifically outlined in other sections, shall be provided by Contractor.

E. Gratuitous Work

Contractor agrees that should work be performed outside the Scope of Work indicated and without Public Works' prior written approval in accordance with this Exhibit's Amendments, such work shall be deemed to be a gratuitous effort by Contractor, and Contractor shall have no claim against County.

F. Jobsite Safety

Contractor shall be solely responsible for ensuring that all work performed under this Contract is performed in strict compliance with all applicable Federal, State, and local occupational safety regulations. Contractor shall provide at its expense all safeguards, safety devices, and protective equipment and shall take any and all actions appropriate to providing a safe jobsite.

G. Labor

No person shall be employed on any work under this Contract who is found to be intemperate, troublesome, disorderly, or is otherwise objectionable to Public Works. Any such person shall be reassigned immediately and not again employed on Public Works' projects or providing services.

H. Labor Law Compliance

Contractor, its agents, and employees shall be bound by and shall comply with all applicable provisions of the Labor Code of the State of California as well as all other applicable Federal, State, and local laws related to labor, including compliance with prevailing wage laws. The Contractor is responsible for selecting the classification of workers, which will be required to perform this service in accordance with the Contractor's method of performing the work and when applicable, is required to pay current prevailing wage rates adopted by the Director of the Department of Industrial Relations and will indemnify the County for any claims resulting from their failure to so comply. Contractor shall comply with Labor Code Section 1777.5 with respect to the employment of apprentices.

I. Overtime

Eight hours labor constitutes a legal day's work. Work in excess thereof, or greater than 40 hours during any one week, shall be permitted only as authorized by and in accordance with Labor Code Section 1815 et seq.

J. Permits/Licenses

Contractor shall be fully responsible for possessing or obtaining all permits/licenses, except as might be specifically outlined in other sections, from the appropriate Federal, State, or local authorities relating to work to be performed under this Contract.

K. Prohibition Against Use of Child Labor

1. Contractor shall:

- a. Not knowingly sell or supply to County any products, goods, supply, or other personal property manufactured in violation of child labor standards set by the International Labor Organization through its 1973 Convention Concerning Minimum Age for Employment.
- b. Upon request by County, identify the country/countries of origin of any products, goods, supplies, or other personal property Contractor sells or supplies to County.

- c. Upon request by County, provide to County the manufacturer's certification of compliance with all international child labor conventions.
 - d. Should County discover that any products, goods, supplies, or other personal property sold or supplied by Contractor to County are produced in violation of any international child labor conventions, Contractor shall immediately provide an alternative, compliant source of supply.
- 2. Failure by Contractor to comply with provisions of this paragraph will constitute a material breach of this Contract and will be grounds for immediate suspension or termination of this Contract for default.

L. Public Convenience

Contractor shall conduct operations to cause the least possible obstruction and inconvenience to public traffic or disruption to the peace and quiet of the area within which the work is being performed.

M. Public Safety

It shall be Contractor's responsibility to maintain security against public hazards at all times while performing work at contracted work locations. In the event Contractor determines a public hazard exists at a work location, Contractor shall immediately mark the location to prevent public access to the hazard and immediately notify the Contract Manager.

N. Quality of Work

Contractor shall provide the County high and consistent quality work under this Contract and which is at least equivalent to that which Contractor provides to all other clients it serves. All work shall be executed by experienced and well-trained workers. All work shall be under supervision of a well-qualified supervisor. Contractor also agrees that work shall be furnished in a professional manner and according to these Specifications.

O. Quantities of Work

Contractor shall be allowed no claims for anticipated profits or for any damages of any sort because of any difference between the work estimated by Contractor in responding to County's solicitation and actual quantities of work done under this Contract or for work decreased or eliminated by County.

P. Safety Requirements

Contractor shall be responsible for the safety of equipment, material, and personnel under Contractor's jurisdiction during the work.

Q. Storage of Materials and Equipment

Contractor shall not store material or equipment at the jobsite, except as might be specifically authorized by this Contract. County will not be liable or responsible for any damage, by whatever means, or for the theft of Contractor's material or equipment from any jobsite.

R. Transportation

County will not provide transportation to and from the jobsite and will not provide travel around the limits of the jobsite.

S. Work Area Controls

1. Contractor shall comply with all applicable laws and regulations. Contractor shall maintain work area in a neat, orderly, clean, and safe manner. Contractor shall avoid spreading out equipment excessively. Location and layout of all equipment and materials at each jobsite will be subject to the Contract Manager's approval.
2. Contractor shall be responsible for the security of any and all of Public Works/County facilities in its care. Contractor shall provide protection against vandalism and accidental and malicious damage, both during working and nonworking hours.

T. County Contract Database/CARD

The County maintains databases that track/monitor contractor performance history. Information entered into such databases may be used for a variety of purposes, including determining whether the County will exercise a contract term extension option.

SECTION 5

INDEMNIFICATION AND INSURANCE REQUIREMENTS

A. Independent Contractor Status

1. This Contract is by and between County and Contractor and is not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture, or association, as between County and Contractor. 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.
2. Contractor shall be solely liable and responsible for providing to, or on behalf of, all persons performing work pursuant to this Contract all compensation and benefits. County shall have no liability or responsibility for the payment of any salaries, wages, unemployment benefits, disability benefits, Federal, State, or local taxes, or other compensation, benefits, or taxes for any personnel provided by or on behalf of Contractor.
3. Contractor understands and agrees that all persons performing work pursuant to this Contract are, for purposes of Workers' Compensation liability, solely employees of Contractor and not employees of County. Contractor shall be solely liable and responsible for furnishing any and all Workers' Compensation benefits to any person as a result of any injuries arising from or connected with any work performed by or on behalf of Contractor pursuant to this Contract.

B. Indemnification

Contractor shall indemnify, defend, and hold harmless the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers ("County Indemnities"), from and against any and all liability, including, but not limited to, demands, claims, actions, fees, costs, and expenses of any nature whatsoever (including attorney and expert witness fees), arising from or connected with Contractor's acts and/or omissions arising from and/or relating to this Contract except for loss or damage arising from the sole negligence or willful misconduct of the County Indemnities. This indemnification also shall include any and all intellectual property liability, including copyright infringement and similar claims.

C. Workplace Safety Indemnification

In addition to and without limiting the indemnification required by this Exhibit's Section 5.B (above), and to the extent allowed by law, Contractor agrees to defend, indemnify, and hold harmless the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers from and

against any and all investigations, complaints, citations, liability, expense (including defense costs and legal fees), claims, and/or causes of action for damages of any nature whatsoever including, but not limited to, injury or death to employees of Contractor, its Subcontractors or County, attributable to any alleged act or omission of Contractor and/or its Subcontractors, which is in violation of any Cal/OSHA regulation. The obligation to defend, indemnify, and hold harmless County includes all investigations and proceedings associated with purported violations of Section 336.10 of Title 8 of the California Code of Regulations pertaining to multiemployer worksites. Contractor shall not be obligated to indemnify for liability and expenses arising from the active negligence of County. County may deduct from any payment otherwise due Contractor any costs incurred or anticipated to be incurred by County, including legal fees and staff costs, associated with any investigation or enforcement proceeding brought by Cal/OSHA arising out of the work being performed by Contractor under this Contract.

D. General Insurance Requirements

1. Without limiting Contractor's indemnification of County, and in the performance of this Contract and until all of its obligations pursuant to this Contract have been met, Contractor shall provide and maintain at its own expense insurance coverage satisfying the requirements specified in this paragraph and paragraph F of this Section. These minimum insurance coverage terms, types, and limits (the "Required Insurance") also are in addition to and separate from any other contractual obligation imposed upon Contractor pursuant to this Contract. The County in no way warrants that the Required Insurance is sufficient to protect the Contractor for liabilities which may arise from or relate to this Contract.
2. Evidence of Coverage and Notice to County - A certificate(s) of insurance coverage (Certificate) satisfactory to County, and a copy of an Additional Insured endorsement confirming the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers has been given Insured status under the Contractor's General Liability policy, shall be delivered to County at the address shown below and provided prior to commencing services under this Contract.
 - a. Renewal Certificates shall be provided to County not less than ten days prior to Contractor's policy expiration dates. The County reserves the right to obtain complete, certified copies of any required Contractor and/or Subcontractor insurance policies at any time.
 - b. Certificates shall identify all Required Insurance coverage types and limits specified herein, reference this Contract by name or number, and be signed by an authorized representative of the insurer(s). The Insured party named on the Certificate shall match the name of the Contractor identified as the contracting party in this

Contract. Certificates shall provide the full name of each insurer providing coverage, its NAIC (National Association of Insurance Commissioners) identification number, its financial rating, the amounts of any policy deductibles or self-insured retentions exceeding \$50,000.00, and list any County-required endorsement forms.

- c. Neither the County's failure to obtain, nor the County's receipt of, or failure to object to a noncomplying insurance certificate or endorsement, or any other insurance documentation or information provided by the Contractor, its insurance broker(s) and/or insurer(s), shall be construed as a waiver of any of the Required Insurance provisions.
- d. Certificates and copies of any required endorsements shall be sent to:

County of Los Angeles
Department of Public Works, Administrative Services Division
P.O. Box 1460
Alhambra, California 91802-1460
Attention of: Contract Analyst (noted in the RFP Notice)

- e. Contractor also shall promptly report to County any injury or property damage accident or incident, including any injury to a Contractor employee occurring on County property, and any loss, disappearance, destruction, misuse, or theft of County property, monies or securities entrusted to Contractor. Contractor also shall promptly notify County of any third-party claim or suit filed against Contractor or any of its Subcontractors which arises from or relates to this Contract, and could result in the filing of a claim or lawsuit against Contractor and/or County.

- 3. Additional Insured Status and Scope of Coverage - The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers shall be provided additional insured status under Contractor's General Liability policy with respect to liability arising out of Contractor's ongoing and completed operations performed on behalf of the County. The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers additional insured status shall apply with respect to liability and defense of suits arising out of the Contractor's acts or omissions, whether such liability is attributable to the Contractor or to the County. The full policy limits and scope of protection also shall apply to the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers as an additional insured, even if they exceed the County's

minimum Required Insurance specifications herein. Use of an automatic additional insured endorsement form is acceptable providing it satisfies the Required Insurance provisions herein.

4. Cancellation of or Changes in Insurance: Contractor shall provide County with, or Contractor's insurance policies shall contain a provision that County shall receive, written notice of cancellation or any change in Required Insurance, including insurer, limits of coverage, term of coverage or policy period. The written notice shall be provided to County at least ten days in advance of cancellation for nonpayment of premium and 30 days in advance for any other cancellation or policy change. Failure to provide written notice of cancellation or any change in Required Insurance may constitute a material breach of the Contract, in the sole discretion of the County, upon which the County may suspend or terminate this Contract.
5. Failure to Maintain Insurance: Contractor's failure to maintain or to provide acceptable evidence that it maintains the Required Insurance shall constitute a material breach of the Contract, upon which County immediately may withhold payments due to Contractor, and/or suspend or terminate this Contract. County, at its sole discretion, may obtain damages from Contractor resulting from said breach. Alternatively, the County may purchase the Required Insurance, and without further notice to Contractor, deduct the premium cost from sums due to Contractor or pursue Contractor reimbursement.
6. Insurer Financial Ratings: Coverage shall be placed with insurers acceptable to the County with A.M. Best ratings of not less than A:VII unless otherwise approved by County.
7. Contractor's Insurance Shall Be Primary: Contractor's insurance policies, with respect to any claims related to this Contract, shall be primary with respect to all other sources of coverage available to Contractor. Any County maintained insurance or self-insurance coverage shall be in excess of and not contribute to any Contractor coverage.
8. Waivers of Subrogation: To the fullest extent permitted by law, the Contractor hereby waives its rights and its insurer(s)' rights of recovery against County under all the Required Insurance for any loss arising from or relating to this Contract. The Contractor shall require its insurers to execute any waiver of subrogation endorsements which may be necessary to effect such waiver.
9. Subcontractor Insurance Coverage Requirements: Contractor shall include all Subcontractors as insureds under Contractor's own policies, or shall provide County with each Subcontractor's separate evidence of

insurance coverage. Contractor shall be responsible for verifying each Subcontractor complies with the Required Insurance provisions herein, and shall require that each Subcontractor name the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers and Contractor as additional insureds on the Subcontractor's General Liability policy. Contractor shall obtain County's prior review and approval of any Subcontractor request for modification of the Required Insurance.

10. Deductibles and Self-Insured Retentions (SIRs): Contractor's policies shall not obligate the County to pay any portion of any Contractor deductible or SIR. The County retains the right to require Contractor to reduce or eliminate policy deductibles and SIRs as respects the County, or to provide a bond guaranteeing Contractor's payment of all deductibles and SIRs, including all related claims investigation, administration, and defense expenses. Such bond shall be executed by a corporate surety licensed to transact business in the State of California.
11. Claims Made Coverage: If any part of the Required Insurance is written on a claims made basis, any policy retroactive date shall precede the effective date of this Contract. Contractor understands and agrees it shall maintain such coverage for a period of not less than three years following Contract expiration, termination, or cancellation.
12. Application of Excess Liability Coverage: Contractors may use a combination of primary, and excess insurance policies which provide coverage as broad as ("follow form" over) the underlying primary policies, to satisfy the Required Insurance provisions.
13. Separation of Insureds: All liability policies shall provide cross-liability coverage as would be afforded by the standard ISO (Insurance Services Office, Inc.) separation of insureds provision with no insured versus insured exclusions or limitations.
14. Alternative Risk Financing Programs: The County reserves the right to review, and then approve, Contractor use of self-insurance, risk retention groups, risk purchasing groups, pooling arrangements, and captive insurance to satisfy the Required Insurance provisions. The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers shall be designated as an Additional Covered Party under any approved program.
15. County Review and Approval of Insurance Requirements: The County reserves the right to review and adjust the Required Insurance provisions, conditioned upon County's determination of changes in risk exposures.

E. Compensation for County Costs

In the event that the Contractor fails to comply with any of the indemnification or insurance requirements of this Contract, and such failure to comply results in any costs to the County, the Contractor shall pay full compensation for all costs incurred by the County.

F. Insurance Coverage Requirements

1. Commercial General Liability insurance (providing scope of coverage equivalent to ISO policy form CG 00 01), naming The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers as an additional insured, with limits of not less than:

General Aggregate:	\$2 million
Products/Completed Operations Aggregate:	\$1 million
Personal and Advertising Injury:	\$1 million
Each Occurrence:	\$1 million

2. Automobile Liability insurance (providing scope of coverage equivalent to ISO policy form CA 00 01) with limits of not less than \$1 million for bodily injury and property damage, in combined or equivalent split limits, for each single accident. Insurance shall cover liability arising out of Contractor's use of autos pursuant to this Contract, including owned, leased, hired, and/or nonowned autos, as each may be applicable.
3. Workers Compensation and Employers' Liability insurance or qualified self-insurance satisfying statutory requirements, which includes Employers' Liability coverage with limits of not less than \$1 million per accident. If Contractor is a temporary staffing firm or a professional employer organization (PEO), coverage also shall include an Alternate Employer Endorsement (providing scope of coverage equivalent to ISO policy form WC 00 03 01 A) naming the County as the Alternate Employer, and the endorsement form shall be modified to provide that County will receive not less than 30 days advance written notice of cancellation of this coverage provision. If applicable to Contractor's operations, coverage also shall be arranged to satisfy the requirements of any federal workers or workmen's compensation law or any federal occupational disease law.

SECTION 6

CONTRACTOR RESPONSIBILITY AND DEBARMENT

A. Responsible Contractor

A responsible Contractor is a Contractor who has demonstrated the attribute of trustworthiness as well as quality, fitness, capacity, and experience to satisfactorily perform the contract. It is County's policy to conduct business only with responsible Contractors.

B. Chapter 2.202 of County Code

Contractor is hereby notified that, in accordance with Chapter 2.202 of County Code, if County acquires information concerning the performance of Contractor on this or other contracts which indicates that Contractor is not responsible, County may, in addition to other remedies provided in this Contract, debar Contractor from bidding or proposing on, being awarded, and/or performing work on County contracts for a specified period of time, which generally will not exceed five years but may exceed five years or be permanent if warranted by the circumstances, and suspend or terminate any or all existing contracts Contractor may have with County.

C. Nonresponsible Contractor

County may debar a Contractor if the Board finds, in its discretion, that Contractor has done any of the following: (1) violated any term of a contract with County or a nonprofit corporation created by County; (2) committed an act or omission which negatively reflects on Contractor's quality, fitness, or capacity to perform a contract with County, any other public entity, or a nonprofit corporation created by County, or engaged in a pattern or practice which negatively reflects on same; (3) committed an act or offense which indicates a lack of business integrity or business honesty; or (4) made or submitted a false claim against County or any other public entity.

D. Contractor Hearing Board

1. If there is evidence that Contractor may be subject to debarment, Public Works will notify Contractor in writing of the evidence which is the basis for the proposed debarment and will advise Contractor of the scheduled date for a debarment hearing before Contractor Hearing Board.
2. Contractor Hearing Board will conduct a hearing where evidence on the proposed debarment is presented. Contractor and/or Contractor's representative shall be given an opportunity to submit evidence at that hearing. After the hearing, Contractor Hearing Board will prepare a tentative proposed decision, which shall contain a recommendation

regarding whether Contractor should be debarred, and, if so, the appropriate length of time of the debarment. Contractor and Public Works shall be provided an opportunity to object to the tentative proposed decision prior to its presentation to the Board.

3. After consideration of any objections, or if no objections are submitted, a record of the hearing, the proposed decision, and any other recommendation of Contractor Hearing Board shall be presented to the Board. The Board shall have the right to modify, deny, or adopt the proposed decision and recommendation of Contractor Hearing Board.
4. If a Contractor has been debarred for a period longer than five years, that Contractor may, after the debarment has been in effect for at least five years, submit a written request for review of the debarment determination to reduce the period of debarment or terminate the debarment. County may, in its discretion, reduce the period of debarment or terminate the debarment if it finds that Contractor has adequately demonstrated one or more of the following: (1) elimination of the grounds for which the debarment was imposed; (2) a bona fide change in ownership or management; (3) material evidence discovered after debarment was imposed; or (4) any other reason that is in the best interests of County.
5. Contractor Hearing Board will consider a request for review of a debarment determination only where (1) Contractor has been debarred for a period longer than five years; (2) the debarment has been in effect for at least five years; and (3) the request is in writing, states one or more of the grounds for reduction of the debarment period or termination of the debarment, and includes supporting documentation. Upon receiving an appropriate request, Contractor Hearing Board will provide notice of the hearing on the request. At the hearing, Contractor Hearing Board shall conduct a hearing where evidence on the proposed reduction of debarment period or termination of debarment is presented. This hearing shall be conducted and the request for review decided by Contractor Hearing Board pursuant to the same procedure as for a debarment hearing.
6. Contractor Hearing Board's proposed decision shall contain a recommendation on the request to reduce the period of debarment or terminate the debarment. Contractor Hearing Board shall present its proposed decision and recommendation to the Board. The Board shall have the right to modify, deny, or adopt the proposed decision and recommendation of Contractor Hearing Board.

E. Subcontractors of Contractor

These terms shall also apply to Subcontractors of County contractors.

SECTION 7

COMPLIANCE WITH COUNTY'S JURY SERVICE PROGRAM

A. Jury Service Program

This Contract is subject to the provisions of County's ordinance entitled Contractor Employee Jury Service (Jury Service Program) as codified in Sections 2.203.010 through 2.203.090 of the Los Angeles County Code.

B. Written Employee Jury Service Policy

1. Unless Contractor has demonstrated to County's satisfaction either that Contractor is not a "Contractor" as defined under the Jury Service Program (Section 2.203.020 of County Code) or that Contractor qualifies for an exception to the Jury Service Program (Section 2.203.070 of County Code), Contractor shall have and adhere to a written policy that provides that its Employees shall receive from Contractor, on an annual basis, no less than five days of regular pay for actual jury service. The policy may provide that Employee deposit any fees received for such jury service with Contractor or that Contractor deduct from the Employee's regular pay the fees received for jury service.
2. For purposes of this Section, "Contractor" means a person, partnership, corporation, or other entity which has a contract with County or a subcontract with a County contractor and has received or will receive an aggregate sum of \$50,000 or more in any 12-month period under one or more County contracts or subcontracts. "Employee" means any California resident who is a full-time employee of Contractor. "Full-time" means 40 hours or more worked per week, or a lesser number of hours if: 1) the lesser number is a recognized industry standard as determined by County, or 2) Contractor has a long-standing practice that defines the lesser number of hours as full-time. Full-time employees providing short-term, temporary services of 90 days or less within a 12-month period are not considered full-time for purposes of the Jury Service Program. If Contractor uses any Subcontractor to perform services for County under this Contract, the Subcontractor shall also be subject to the provisions of this Section. The provisions of this Section shall be inserted into any such subcontract agreement and a copy of the Jury Service Program shall be attached to the agreement.
3. If Contractor is not required to comply with the Jury Service Program when this Contract commences, Contractor shall have a continuing obligation to review the applicability of its "exception status" from the Jury Service Program, and Contractor shall immediately notify County if Contractor at any time either comes within the Jury Service Program's definition of "Contractor" or if Contractor no longer qualifies for an exception to the

Jury Service Program. In either event, Contractor shall immediately implement a written policy consistent with the Jury Service Program. County may also require, at any time during this Contract and at its sole discretion, that Contractor demonstrate to County's satisfaction that Contractor either continues to remain outside of the Jury Service Program's definition of "Contractor" and/or that Contractor continues to qualify for an exception to the Jury Service Program.

4. Contractor's violation of this Section of this Contract may constitute a material breach of this Contract. In the event of such material breach, County may, in its sole discretion, suspend or terminate this Contract and/or bar Contractor from the award of future County contracts for a period of time consistent with the seriousness of the breach.

SECTION 8

SAFELY SURRENDERED BABY LAW PROGRAM

A. Contractor's Acknowledgment of County's Commitment to the Safely Surrendered Baby Law

Contractor acknowledges that County places a high priority on the implementation of the Safely Surrendered Baby Law. Contractor understands that it is County's policy to encourage all County Contractors to voluntarily post County's "Safely Surrendered Baby Law" poster in a prominent position at Contractor's place of business. Contractor will also encourage its Subcontractors, if any, to post this poster in a prominent position in the Subcontractor's place of business. County's Department of Children and Family Services will supply Contractor with the poster to be used. Information on how to receive the poster can be found on the Internet at www.babysafela.org.

B. Notice to Employees Regarding the Safely Surrendered Baby Law

Contractor shall notify and provide to its employees, and shall require each Subcontractor to notify and provide to its employees, a fact sheet regarding the Safely Surrendered Baby Law, its implementation in County, and where and how to safely surrender a baby. The fact sheet is set forth in Exhibit D of this Contract and is also available on the Internet at www.babysafela.org for printing purposes.

SECTION 9

TRANSITIONAL JOB OPPORTUNITIES PREFERENCE PROGRAM

This Contract is subject to the provisions of the County's ordinance entitled Transitional Job Opportunities Preference Program, as codified in Chapter 2.205 of the Los Angeles County Code.

Contractor shall not knowingly and with the intent to defraud, fraudulently obtain, retain, attempt to obtain or retain, or aid another in fraudulently obtaining or retaining or attempting to obtain or retain certification as a Transitional Job Opportunity vendor.

Contractor shall not willfully and knowingly make a false statement with the intent to defraud, whether by affidavit, report, or other representation, to a County official or employee for the purpose of influencing the certification or denial of certification of any entity as a Transitional Job Opportunities vendor.

If Contractor has obtained County certification as a Transitional Job Opportunities vendor by reason of having furnished incorrect supporting information or by reason of having withheld information, and which knew, or should have known, the information furnished was incorrect or the information withheld was relevant to its request for certification, and which by reason of such certification has been awarded this Contract to which it would not otherwise have been entitled, shall:

1. Pay to the County any difference between the contract amount and what the County's costs would have been if the contract had been properly awarded.
2. In addition to the amount described in subdivision (1), be assessed a penalty in the amount of not more than ten percent of the amount of this Contract.
3. Be subject to the provisions of Chapter 2.202 of the Los Angeles County Code (Determinations of Contractor Nonresponsibility and Contractor Debarment).

The above penalties shall also apply to any entity that has previously obtained proper certification, however, as a result of a change in their status would no longer be eligible for certification, and fails to notify Public Works of this information prior to responding to a solicitation or accepting a contract award.

SECTION 10

LOCAL SMALL BUSINESS ENTERPRISE (SBE) PREFERENCE PROGRAM

- A. This Contract is subject to the provisions of County's ordinance entitled Local Small Business Enterprise Preference Program, as codified in Chapter 2.204 of the Los Angeles County Code.
- B. Contractor shall not knowingly and with the intent to defraud, fraudulently obtain, retain, attempt to obtain or retain, or aid another in fraudulently obtaining or retaining or attempting to obtain or retain certification as a Local Small Business Enterprise.
- C. Contractor shall not willfully and knowingly make a false statement with the intent to defraud, whether by affidavit, report, or other representation, to a County official or employee for the purpose of influencing the certification or denial of certification of any entity as a Local Small Business Enterprise.
- D. If Contractor has obtained County certification as a Local Small Business Enterprise by reason of having furnished incorrect supporting information or by reason of having withheld information, and which knew, or should have known, the information furnished was incorrect or the information withheld was relevant to its request for certification, and which by reason of such certification has been awarded this Contract to which it would not otherwise have been entitled, shall:
 - 1. Pay to County any difference between this Contract amount and what County's costs would have been if this Contract had been properly awarded.
 - 2. In addition to the amount described in subdivision (1), be assessed a penalty in an amount of not more than 10 percent of the amount of this Contract.
 - 3. Be subject to the provisions of Chapter 2.202 of the Los Angeles County Code (Determinations of Contractor Nonresponsibility and Contractor Debarment).
- E. The above penalties shall also apply if Contractor is no longer eligible for certification as a result of a change of its status and Contractor failed to notify the State and Internal Services Department of this information.

SECTION 11

COMPLIANCE WITH COUNTY'S DEFAULTED PROPERTY TAX REDUCTION PROGRAM

A. Defaulted Property Tax Reduction Program

This Contract is subject to the provisions of County's ordinance entitled Defaulted Property Tax Reduction Program ("Defaulted Tax Program") as codified in Sections 2.206 of the Los Angeles County Code (Exhibit E).

B. Contractor's Warranty of Compliance with County's Defaulted Property Tax Reduction Program

Contractor acknowledges that County has established a goal of ensuring that all individuals and businesses that benefit financially from the County through any contract are current in paying their property tax obligations (secured and unsecured roll) in order to mitigate the economic burden otherwise imposed upon the County and its taxpayers.

Unless Contractor qualifies for an exemption or exclusion, Contractor warrants and certifies that to the best of its knowledge it is now in compliance, and during the term of this contract will maintain compliance, with Los Angeles County Code Chapter 2.206.

C. Termination for Breach of Warranty of Compliance with County's Defaulted Property Tax Reduction Program

Failure of Contractor to maintain compliance with the requirements set forth in paragraph B, above, shall constitute default under this Contract. Without limiting the rights and remedies available to County under any other provision of this contract, failure of Contractor to cure such default within ten days of notice shall be grounds upon which County may terminate this contract and/or pursue debarment of Contractor, pursuant to County Code Chapter 2.206.

SECTION 12

DISABLED VETERAN BUSINESS ENTERPRISE PREFERENCE PROGRAM

- A. This Contract is subject to the provisions of the Countys ordinance entitled Disabled Veteran Business Enterprise Preference Program, as codified in Chapter 2.211 of the Los Angeles County Code.
- B. Contractor shall not knowingly and with the intent to defraud, fraudulently obtain, retain, attempt to obtain or retain, or aid another in fraudulently obtaining or retaining or attempting to obtain or retain certification as a Disabled Veteran Business Enterprise.
- C. Contractor shall not willfully and knowingly make a false statement with the intent to defraud, whether by affidavit, report, or other representation, to a County official or employee for the purpose of influencing the certification or denial of certification of any entity as a Disabled Veteran Business Enterprise.
- D. If Contractor has obtained certification as a Disabled Veteran Business Enterprise by reason of having furnished incorrect supporting information or by reason of having withheld information, and which knew, or should have known, the information furnished was incorrect or the information withheld was relevant to its request for certification, and which by reason of such certification has been awarded this contract to which it would not otherwise have been entitled, shall:
 - a. Pay to the County any difference between the contract amount and what the County's costs would have been if the contract had been properly awarded.
 - b. In addition to the amount described in subdivision (1), be assessed a penalty in an amount of not more than 10 percent of the amount of the contract.
 - c. Be subject to the provisions of Chapter 2.202 of the Los Angeles County Code (Determinations of Contractor Nonresponsibility and Contractor Debarment).
- E. The above penalties shall also apply to any business that has previously obtained proper certification, however, as a result of a change in their status would no longer be eligible for certification, and fails to notify the state and Public Works of this information prior to responding to a solicitation or accepting a contract award.

SECTION 13

PREVAILING WAGES

A. Prevailing Wages

The Director of the California Department of Industrial Relations has established the general prevailing rate of per diem wages for each craft, classification, type of worker, or mechanic needed to execute public works and improvements. The current general prevailing wage rate determinations are available at www.dir.ca.gov/dlsr/pwd/index.htm. The Contractor is required to pay its agents and employees the applicable, current prevailing wage rate and is responsible for selecting the classification of workers required to perform this service.

The Contractor agrees to comply with the provisions of Section 1775 of the California Labor Code relating to the payment of prevailing wages, including the assessment of penalties determined by the California Labor Commissioner. Pursuant to Section 1773.2 of the California Labor Code, copies of the prevailing rate of per diem wages are on file at the County Department of Public Works, Construction Division, and will be made available for inspection by request to the Contract Manager. Future effective wage rates will be on file with the Department of Industrial Relations. The new wage rates shall become effective on the day following the expiration date of the current determinations and apply to the Contract in the same manner as if they had been included or referenced in the Contract.

B. Posting of Prevailing Wage Rates

The Contractor agrees to comply with the provisions of Section 1773.2 of the California Labor Code. The Contractor shall post a copy of the prevailing wage rates at the Work site.

C. Work Records

The Contractor shall comply with the requirements of Section 1812 of the Labor Code. The Contractor shall maintain an accurate written record of all employees working on the Project each calendar day. The record shall include each employee's name, Social Security number, job classification, and the actual number of hours worked.

D. Certified Payroll Records

The Contractor shall comply with the requirements of Section 1776 of the Labor Code. The Contractor shall keep accurate payroll records showing the name, address, Social Security number, work classification, straight time, and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee the Contractor

employs in connection with the Work. Whenever requested by the Contract Manager, the Contractor shall provide a certified copy of each such employee's payroll record ("certified payrolls") at the end of each week for the period ending the previous week. Failure to submit such payroll records will result in the County and/or District withholding from any monies due the Contractor the amount of \$250 for each week in which certified payrolls have not been submitted.

E. Subcontractor

Subcontractors, if any, must comply with all prevailing wage requirements as provided in this Section.

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Department of the Treasury
Internal Revenue Service

Notice 1015

(Rev. December 2012)

Have You Told Your Employees About the Earned Income Credit (EIC)?

What is the EIC?

The EIC is a refundable tax credit for certain workers.

Which Employees Must I Notify About the EIC?

You must notify each employee who worked for you at any time during the year and from whom you did not withhold income tax. However, you do not have to notify any employee who claimed exemption from withholding on Form W-4, Employee's Withholding Allowance Certificate.

Note. You are encouraged to notify each employee whose wages for 2012 are less than \$50,270 that he or she may be eligible for the EIC.

How and When Must I Notify My Employees?

You must give the employee one of the following:

- The IRS Form W-2, Wage and Tax Statement, which has the required information about the EIC on the back of Copy B.
- A substitute Form W-2 with the same EIC information on the back of the employee's copy that is on Copy B of the IRS Form W-2.
- Notice 797, Possible Federal Tax Refund Due to the Earned Income Credit (EIC).
- Your written statement with the same wording as Notice 797.

If you are required to give Form W-2 and do so on time, no further notice is necessary if the Form W-2 has the required information about the EIC on the back of the employee's copy. If a substitute Form W-2 is given on time but does not have the required information, you must

notify the employee within 1 week of the date the substitute Form W-2 is given. If Form W-2 is required but is not given on time, you must give the employee Notice 797 or your written statement by the date Form W-2 is required to be given. If Form W-2 is not required, you must notify the employee by February 7, 2013.

You must hand the notice directly to the employee or send it by first-class mail to the employee's last known address. You will not meet the notification requirements by posting Notice 797 on an employee bulletin board or sending it through office mail. However, you may want to post the notice to help inform all employees of the EIC. You can get copies of the notice from IRS.gov or by calling 1-800-829-3676.

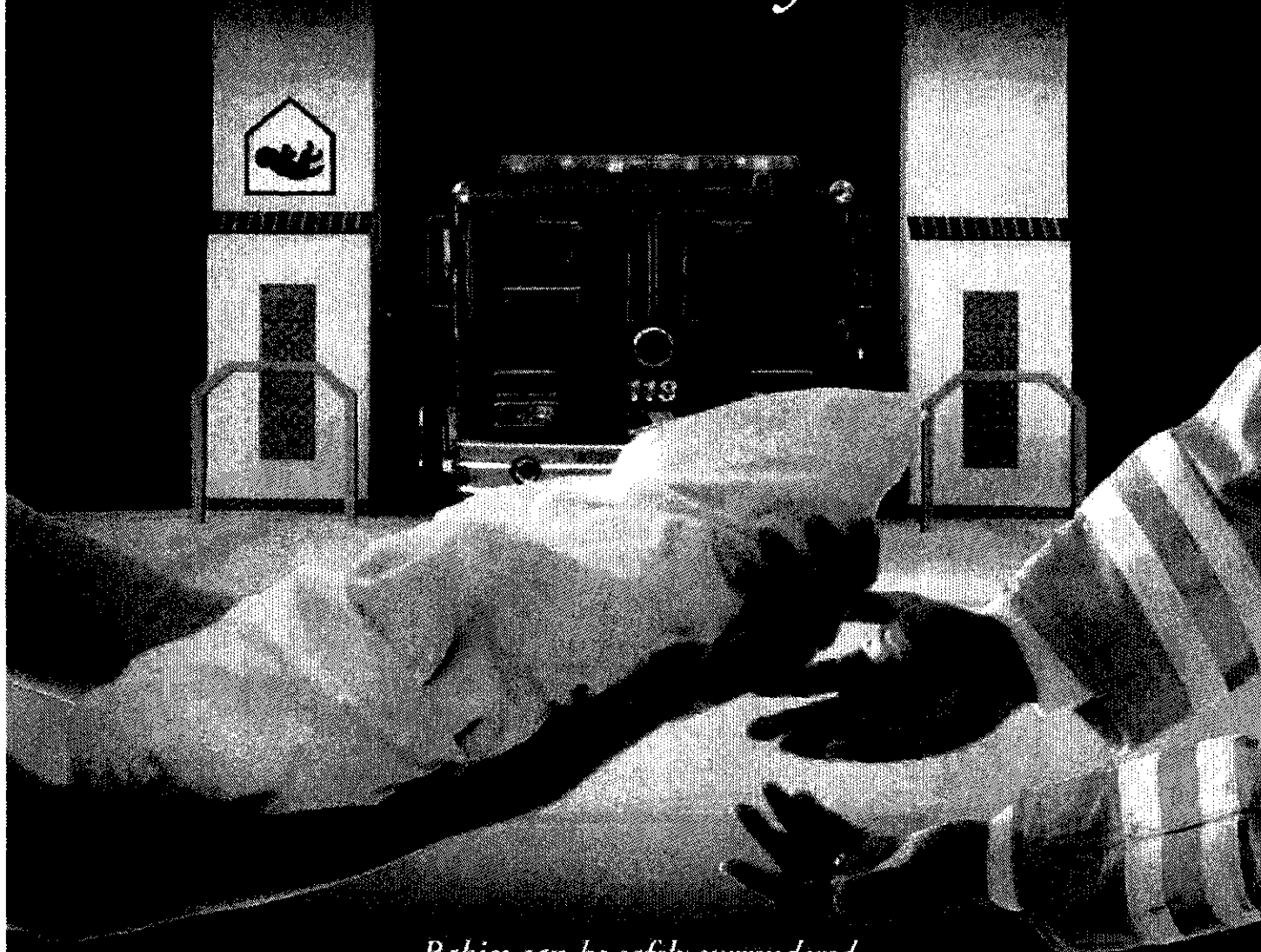
How Will My Employees Know If They Can Claim the EIC?

The basic requirements are covered in Notice 797. For more detailed information, the employee needs to see Pub. 596, Earned Income Credit (EIC), or the instructions for Form 1040, 1040A, or 1040EZ.

How Do My Employees Claim the EIC?

Eligible employees claim the EIC on their 2012 tax return. Even employees who have no tax withheld from their pay or owe no tax can claim the EIC and get a refund, but they must file a tax return to do so. For example, if an employee has no tax withheld in 2012 and owes no tax but is eligible for a credit of \$800, he or she must file a 2012 tax return to get the \$800 refund.

Safely Surrendered *Baby Law*



*Babies can be safely surrendered
to staff at any hospital or fire station in Los Angeles County*

No shame. No blame. No names.

In Los Angeles County: 1-877-BABY SAFE • 1-877-222-9723

www.babysafela.org



Safely Surrendered Baby Law

What is the Safely Surrendered Baby Law?

Every baby deserves a chance for a healthy life. If someone you know is considering abandoning a baby, let her know there are other options. For three days (72 hours) after birth, a baby can be surrendered to staff at any hospital or fire station in Los Angeles County.

How does it work?

A distressed parent who is unable or unwilling to care for a baby can legally, confidentially, and safely surrender a baby within three days (72 hours) of birth. The baby must be handed to an employee at a hospital or fire station in Los Angeles County. As long as the baby shows no sign of abuse or neglect, no name or other information is required. In case the parent changes his or her mind at a later date and wants the baby back, staff will use bracelets to help connect them to each other. One bracelet will be placed on the baby, and a matching bracelet will be given to the parent or other surrendering adult.

What if a parent wants the baby back?

Parents who change their minds can begin the process of reclaiming their baby within 14 days. These parents should call the Los Angeles County Department of Children and Family Services at 1-800-540-4000.

Can only a parent bring in the baby?

No. While in most cases a parent will bring in the baby, the Law allows other people to bring in the baby if they have lawful custody.

Does the parent or surrendering adult have to call before bringing in the baby?

No. A parent or surrendering adult can bring in a baby anytime, 24 hours a day, 7 days a week, as long as the parent or surrendering adult surrenders the baby to someone who works at the hospital or fire station.

Does the parent or surrendering adult have to tell anything to the people taking the baby?

No. However, hospital or fire station personnel will ask the surrendering party to fill out a questionnaire designed to gather important medical history information, which is very useful in caring for the baby. The questionnaire includes a stamped return envelope and can be sent in at a later time.

What happens to the baby?

The baby will be examined and given medical treatment. Upon release from the hospital, social workers immediately place the baby in a safe and loving home and begin the adoption process.

What happens to the parent or surrendering adult?

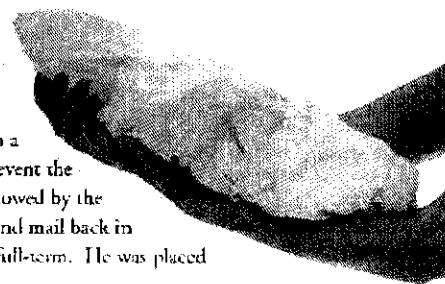
Once the parent or surrendering adult surrenders the baby to hospital or fire station personnel, they may leave at any time.

Why is California doing this?

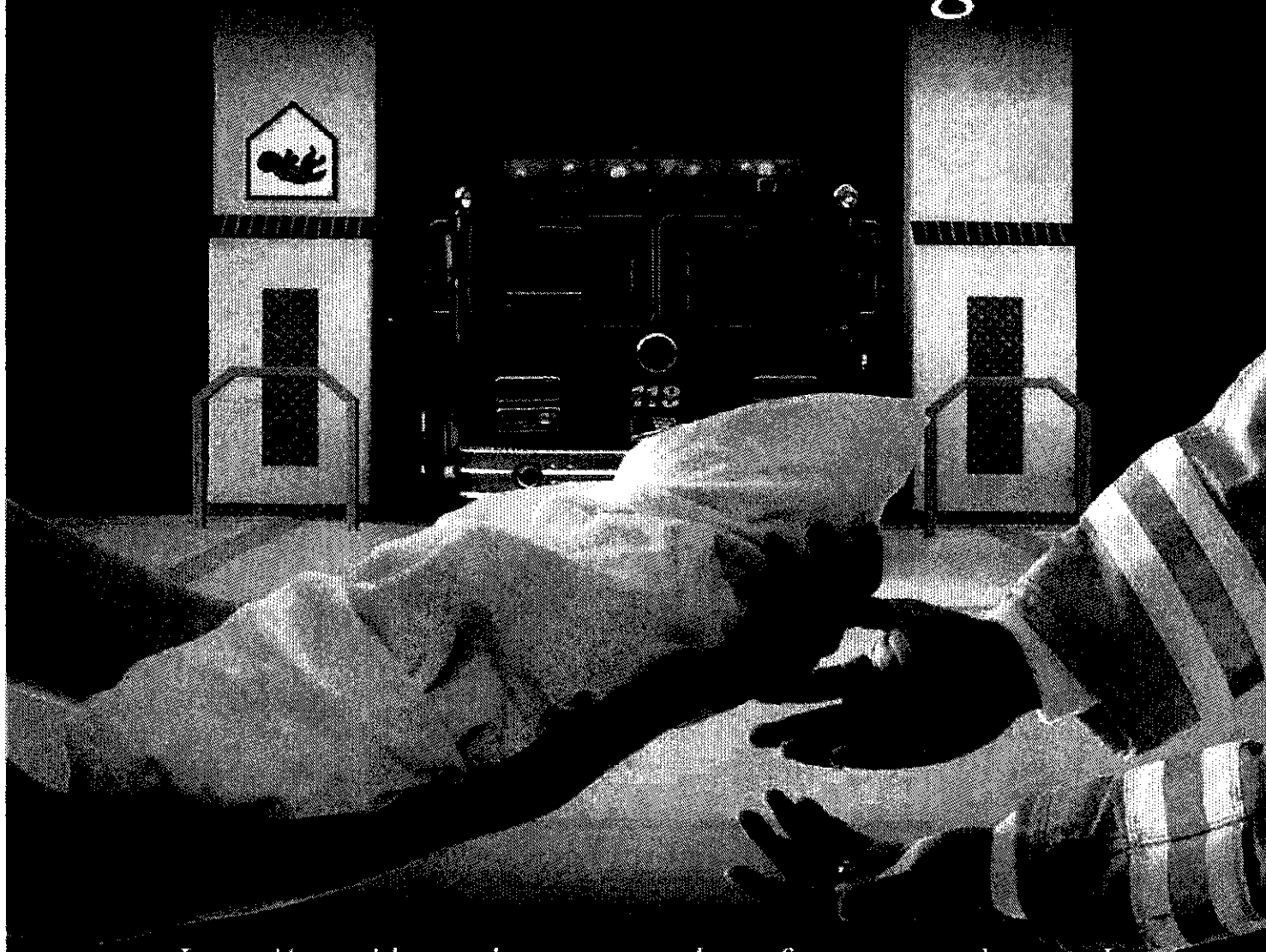
The purpose of the Safely Surrendered Baby Law is to protect babies from being abandoned, hurt or killed by their parents. You may have heard tragic stories of babies left in dumpsters or public bathrooms. Their parents may have been under severe emotional distress. The mothers may have hidden their pregnancies, fearful of what would happen if their families found out. Because they were afraid and had no one or nowhere to turn for help, they abandoned their babies. Abandoning a baby is illegal and places the baby in extreme danger. Too often, it results in the baby's death. The Safely Surrendered Baby Law prevents this tragedy from ever happening again in California.

A baby's story

Early in the morning on April 9, 2005, a healthy baby boy was safely surrendered to nurses at Harbor-UCLA Medical Center. The woman who brought the baby to the hospital identified herself as the baby's aunt and stated the baby's mother had asked her to bring the baby to the hospital on her behalf. The aunt was given a bracelet with a number matching the anklet placed on the baby; this would provide some identification in the event the mother changed her mind about surrendering the baby and wished to reclaim the baby in the 14-day period allowed by the Law. The aunt was also provided with a medical questionnaire and said she would have the mother complete and mail back in the stamped return envelope provided. The baby was examined by medical staff and pronounced healthy and full-term. He was placed with a loving family that had been approved to adopt him by the Department of Children and Family Services.



Ley de Entrega de Bebés *Sin Peligro*



*Los recién nacidos pueden ser entregados en forma segura al personal
de cualquier hospital o cuartel de bomberos del Condado de Los Ángeles*

Sin pena. Sin culpa. Sin nombres.

En el Condado de Los Ángeles: 1-877-BABY SAFE • 1-877-222-9723

www.babysafe-la.org



Ley de Entrega de Bebés Sin Peligro

¿Qué es la Ley de Entrega de Bebés sin Peligro?

La Ley de Entrega de Bebés sin Peligro es una ley que protege a los bebés que son abandonados. La ley permite que un recién nacido sea entregado al personal de cualquier hospital o cuartel de bomberos del Condado de Los Angeles. El bebé debe ser entregado dentro de los tres días (72 horas) del nacimiento. El bebé debe ser entregado a un empleado de cualquier hospital o cuartel de bomberos del Condado de Los Angeles. Siempre que el bebé no presente signos de abuso o negligencia, no será necesario suministrar nombres ni información alguna. Si el padre/madre cambia de opinión posteriormente y desea recuperar a su bebé, los trabajadores utilizarán brazaletes para poder vincularlos. El bebé llevará un brazalete y el padre/madre o el adulto que lo entregue recibirá un brazalete igual.

Cada recién nacido se merece la oportunidad de tener una vida saludable. Si alguien que usted conoce está pensando en abandonar a un recién nacido, infórmele que tiene otras opciones. Hasta tres días (72 horas) después del nacimiento, se puede entregar un recién nacido al personal de cualquier hospital o cuartel de bomberos del condado de Los Angeles.

¿Cómo funciona?

El padre/madre con dificultades que no pueda o no quiera cuidar de su recién nacido puede entregado en forma legal, confidencial y segura dentro de los tres días (72 horas) del nacimiento. El bebé debe ser entregado a un empleado de cualquier hospital o cuartel de bomberos del Condado de Los Angeles. Siempre que el bebé no presente signos de abuso o negligencia, no será necesario suministrar nombres ni información alguna. Si el padre/madre cambia de opinión posteriormente y desea recuperar a su bebé, los trabajadores utilizarán brazaletes para poder vincularlos. El bebé llevará un brazalete y el padre/madre o el adulto que lo entregue recibirá un brazalete igual.

¿Qué pasa si el padre/madre desea recuperar a su bebé?

Los padres que cambien de opinión pueden comenzar el proceso de reclamar a su recién nacido dentro de los 14 días. Estos padres deberán llamar al Departamento de Servicios para Niños y Familias (Department of Children and Family Services) del Condado de Los Angeles al 1-800-540-4000.

¿Sólo los padres podrán llevar al recién nacido?

No. Si bien en la mayoría de los casos son los padres los que llevan al bebé, la ley permite que otras personas lo hagan si tienen custodia legal.

¿Los padres o el adulto que entrega al bebé deben llamar antes de llevar al bebé?

No. El padre/madre o adulto puede llevar al bebé en cualquier momento, las 24 horas del día, los 7 días de la semana, siempre y cuando entreguen a su bebé a un empleado del hospital o cuartel de bomberos.

¿Es necesario que el padre/madre o adulto diga algo a las personas que reciben al bebé?

No. Sin embargo, el personal del hospital o cuartel de bomberos le pedirá a la persona que entregue al bebé que llene un cuestionario con la finalidad de recabar antecedentes médicos importantes, que resultan de gran utilidad para cuidar bien del bebé. El cuestionario incluye un sobre con el sello postal pagado para enviarlo en otro momento.

¿Qué pasará con el bebé?

El bebé será examinado y le brindarán atención médica. Cuando le den el alta del hospital, los trabajadores sociales inmediatamente ubicarán al bebé en un hogar seguro donde estará bien atendido, y se comenzará el proceso de adopción.

¿Qué pasará con el padre/madre o adulto que entregue al bebé?

Una vez que los padres o adulto hayan entregado al bebé al personal del hospital o cuartel de bomberos, pueden irse en cualquier momento.

¿Por qué se está haciendo esto en California?

La finalidad de la Ley de Entrega de Bebés sin Peligro es proteger a los bebés para que no sean abandonados, lastimados o muertos por sus padres. Usted probablemente haya escuchado historias trágicas sobre bebés abandonados en basureros o en baños públicos. Los padres de esos bebés probablemente hayan estado pasando por dificultades emocionales graves. Las madres pueden haber ocultado su embarazo, por temor a lo que pasaría si sus familias se enteraran. Abandonaron a sus bebés porque tenían miedo y no tenían nadie a quien pedir ayuda. El abandono de un recién nacido es ilegal y pone al bebé en una situación de peligro extremo. Muy a menudo el abandono provoca la muerte del bebé. La Ley de Entrega de Bebés sin Peligro impide que vuelva a suceder esta tragedia en California.

Historia de un bebé

A la mañana temprano del día 9 de abril de 2005, se entregó un recién nacido saludable a las enfermeras del Harbor-UCLA Medical Center. La mujer que llevó el recién nacido al hospital se dio a conocer como la tía del bebé, y dijo que la madre le había pedido que llevara al bebé al hospital en su nombre. Le entregaron a la tía un brazalete con un número que coincidía con la pulsera del bebé; esto serviría como identificación en caso de que la madre cambiara de opinión con respecto a la entrega del bebé y decidiera recuperarlo dentro del período de 14 días que permite esta ley. También le dieron a la tía un cuestionario médico, y ella dijo que la madre lo llenaría y lo enviaría de vuelta dentro del sobre con franqueo pagado que le habían dado. El personal médico examinó al bebé y se determinó que estaba saludable y a término. El bebé fue ubicado con una buena familia que ya había sido aprobada para adoptarlo por el Departamento de Servicios para Niños y Familias.



Chapter 2.206 DEFAULTED PROPERTY TAX REDUCTION PROGRAM

- 2.206.010 Findings and declarations.
- 2.206.020 Definitions.
- 2.206.030 Applicability.
- 2.206.040 Required solicitation and contract language.
- 2.206.050 Administration and compliance certification.
- 2.206.060 Exclusions/Exemptions.
- 2.206.070 Enforcement and remedies.
- 2.206.080 Severability.

2.206.010 Findings and declarations.

The Board of Supervisors finds that significant revenues are lost each year as a result of taxpayers who fail to pay their tax obligations on time. The delinquencies impose an economic burden upon the County and its taxpayers. Therefore, the Board of Supervisors establishes the goal of ensuring that individuals and businesses that benefit financially from contracts with the County fulfill their property tax obligation. (Ord. No. 2009-0026 § 1 (part), 2009.)

2.206.020 Definitions.

The following definitions shall be applicable to this chapter:

- A. "Contractor" shall mean any person, firm, corporation, partnership, or combination thereof, which submits a bid or proposal or enters into a contract or agreement with the County.
- B. "County" shall mean the county of Los Angeles or any public entities for which the Board of Supervisors is the governing body.
- C. "County Property Taxes" shall mean any property tax obligation on the County's secured or unsecured roll; except for tax obligations on the secured roll with respect to property held by a Contractor in a trust or fiduciary capacity or otherwise not beneficially owned by the Contractor.
- D. "Department" shall mean the County department, entity, or organization responsible for the solicitation and/or administration of the contract.
- E. "Default" shall mean any property tax obligation on the secured roll that has been deemed defaulted by operation of law pursuant to California Revenue and Taxation Code section 3436; or any property tax obligation on the unsecured roll that remains unpaid on the applicable delinquency date pursuant to California Revenue and Taxation Code section 2922; except for any property tax obligation dispute pending before the Assessment Appeals Board.

- F. "Solicitation" shall mean the County's process to obtain bids or proposals for goods and services.
- G. "Treasurer-Tax Collector" shall mean the Treasurer and Tax Collector of the County of Los Angeles. (Ord. No. 2009-0026 § 1 (part), 2009.)

2.206.030 Applicability.

This chapter shall apply to all solicitations issued 60 days after the effective date of the ordinance codified in this chapter. This chapter shall also apply to all new, renewed, extended, and/or amended contracts entered into 60 days after the effective date of the ordinance codified in this chapter. (Ord. No. 2009-0026 § 1 (part), 2009.)

2.206.040 Required solicitation and contract language.

All solicitations and all new, renewed, extended, and/or amended contracts shall contain language which:

- A. Requires any Contractor to keep County Property Taxes out of Default status at all times during the term of an awarded contract;
- B. Provides that the failure of the Contractor to comply with the provisions in this chapter may prevent the Contractor from being awarded a new contract and
- C. Provides that the failure of the Contractor to comply with the provisions in this chapter may constitute a material breach of an existing contract, and failure to cure the breach within 10 days of notice by the County by paying the outstanding County Property Tax or making payments in a manner agreed to and approved by the Treasurer-Tax Collector, may subject the contract to suspension and/or termination. (Ord. No. 2009-0026 § 1 (part), 2009.)

2.206.050 Administration and compliance certification.

- A. The Treasurer-Tax Collector shall be responsible for the administration of this chapter. The Treasurer-Tax Collector shall, with the assistance of the Chief Executive Officer, Director of Internal Services, and County Counsel, issue written instructions on the implementation and ongoing administration of this chapter. Such instructions may provide for the delegation of functions to other departments.
- B. Contractor shall be required to certify, at the time of submitting any bid or proposal to the County, or entering into any new contract, or renewal, extension or amendment of an existing contract with the County, that it is in

compliance with this chapter is not in Default on any County Property Taxes or is current in payments due under any approved payment arrangement (Ord. No. 2009-0026 § 1 (part), 2009.)

2.206.060 Exclusions/Exemptions.

A. This chapter shall not apply to the following contracts:

1. Chief Executive Office delegated authority agreements under \$50,000;
2. A contract where federal or state law or a condition of a federal or state program mandates the use of a particular contractor;
3. A purchase made through a state or federal contract;
4. A contract where state or federal monies are used to fund service related programs, including but not limited to voucher programs, foster care, or other social programs that provide immediate direct assistance;
5. Purchase orders under a master agreement, where the Contractor was certified at the time the master agreement was entered into and at any subsequent renewal, extension and/or amendment to the master agreement
6. Purchase orders issued by Internal Services Department under \$100,000 that is not the result of a competitive bidding process.
7. Program agreements that utilize Board of Supervisors' discretionary funds;
8. National contracts established for the purchase of equipment and supplies for and by the National Association of Counties, U.S. Communities Government Purchasing Alliance, or any similar related group purchasing organization;
9. A monopoly purchase that is exclusive and proprietary to a specific manufacturer, distributor, reseller, and must match and inter-member with existing supplies, equipment or systems maintained by the county pursuant to the Los Angeles Purchasing Policy and Procedures Manual, section P-3700 or a successor provision;
10. A revolving fund (petty cash) purchase pursuant to the Los Angeles County Fiscal Manual, section 4.6.0 or a successor provision;
11. A purchase card purchase pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, section P-2810 or a successor

provision;

12. A non-agreement purchase worth a value of less than \$5,000 pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, section A-0300 or a successor provision; or
 13. A bona fide emergency purchase pursuant to the Los Angeles County Purchasing Policy and Procedures Manual section P-0900 or a successor provision;
 14. Other contracts for mission critical goods and/or services where the Board of Supervisors determines that an exemption is justified.
- B. Other laws. This chapter shall not be interpreted or applied to any Contractor in a manner inconsistent with the laws of the United States or California. (Ord. No. 2009-0026 § 1 (part), 2009.)

2.206.070 Enforcement and remedies.

- A. The information furnished by each Contractor certifying that it is in compliance with this chapter shall be under penalty of perjury.
- B. No Contractor shall willfully and knowingly make a false statement certifying compliance with this chapter for the purpose of obtaining or retaining a County contract.
- C. For Contractor's violation of any provision of this chapter, the County department head responsible for administering the contract may do one or more of the following:
1. Recommend to the Board of Supervisors the termination of the contract; and/or,
 2. Pursuant to chapter 2.202, seek the debarment of the contractor; and/or,
 3. Recommend to the Board of Supervisors that an exemption is justified pursuant to Section 2.206.060.A.14 of this chapter or payment deferral as provided pursuant to the California Revenue and Taxation Code. (Ord. No. 2009-0026 § 1 (part), 2009.)

2.206.080 Severability.

If any provision of this chapter is found invalid by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect. (Ord. No. 2009-0026 § 1 (part), 2009.)

PERFORMANCE REQUIREMENTS SUMMARY

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through J, inclusive, of this Contract (Exhibits A-J) and this PRS, Exhibits A-J shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-J, to clarify Performance Requirements, or to monitor of any part of this Contract.

Required Service/Tasks	Performance Indicator	Deductions/Consequences or Failure to Meet Performance Indicator*	Compliance	Comments
A. SCOPE OF WORK				
1. Fines by Regulatory and Governmental Agencies	Fined by a local, regional, State or Federal regulatory or governmental agency as a result of the Contractor's negligence or failure to comply with any Federal, State, or local rules, regulations, or requirements.	\$500 per occurrence plus any fine(s) charged to the County by a regulatory or governmental agency; possible suspension; possible termination for default of contract.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
2. Violation of the National Pollutant Discharge Elimination System	Discharge of debris into storm drains and/or gutter.	\$500 per occurrence plus any fines by regulatory and governmental agencies plus any remediation cost; possible suspension; possible termination for default of contract.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
3. Performance Period	Channel right-of-way clearing services to be completed within the first 120 days of this Contract's initial period and option years, if any, beginning from June 1 through September 30.	\$500 for each consecutive calendar day that the Contractor fails to complete work within the time specified; possible suspension; possible termination for default of contract.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
4. Provide traffic control	All traffic control plans and devices have been implemented using the latest codes. Traffic lanes on multilane highways shall not be	\$500 per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

*Deductions may be imposed in addition to the Liquidated Damages at the sole discretion of the Contract Manager.

PERFORMANCE REQUIREMENTS SUMMARY

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through J, inclusive, of this Contract (Exhibits A-J) and this PRS, Exhibits A-J shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-J, to clarify Performance Requirements, or to monitor of any part of this Contract.

Required Service/Tasks	Performance Indicator	Deductions/Consequences or Failure to Meet Performance Indicator*	Compliance	Comments
	closed during peak hour traffic which is typically prior to 9am and after 4pm.			
5. Provide all tools and equipment	All tools and equipment are in proper working order and have been promptly replaced as required.	\$500 per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B. REPORTS/DOCUMENTATIONS				
1. Channel Right-of-Way Clearing Form	This form shall be filled out and signed by the Contractor and countersigned by a PWR on every Tuesday for work completed during the previous week.	\$50 for each consecutive calendar day that the Contractor fails to submit a completed form by the time specified.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C. EMPLOYEES				
1. Contractor's Employee Criminal Background Investigation	Prior to the start of the contract and continuation of the contract the contractor shall certify all employees who are in a designated sensitive position has passed a fingerprints background check submitted to the California Department of Justice to include State and local-level review, as required by the Contract Employees who <u>do not</u> pass or is not certified shall be	\$100 per employee per day who is not certified as passing the background check.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

*Deductions may be imposed in addition to the Liquidated Damages at the sole discretion of the Contract Manager.

PERFORMANCE REQUIREMENTS SUMMARY

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through J, inclusive, of this Contract (Exhibits A-J) and this PRS, Exhibits A-J shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-J, to clarify Performance Requirements, or to monitor of any part of this Contract.

Required Service/Tasks	Performance Indicator	Deductions/Consequences or Failure to Meet Performance Indicator*	Compliance	Comments
	immediately removed.			
2. Minimum Crew Requirements	Minimum crew requirements are equal or exceed contract requirements.	\$50 for each consecutive calendar day, per crew, that the Contractor fails to meet the minimum crew requirements.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
D. SUPERVISOR/MANAGERS				
1. Competent Supervisory Staff	Responsiveness to complaints and requests; maintain good work records, and acceptable level of service.	\$50 per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
2. Project Safety Official	Project Safety Official who shall be thoroughly familiar with the Contractor's Injury and Illness Prevention Program and Code of Safe Practices.	\$200 per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
3. On-site Working Supervisors speak, read, and write in English	At least one person per crew in charge of specific work can speak, read, and write in English.	\$50 per day, per crew, for use of on-site working supervisor unable to speak, read, and write in English; possible suspension.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

*Deductions may be imposed in addition to the Liquidated Damages at the sole discretion of the Contract Manager.

PERFORMANCE REQUIREMENTS SUMMARY

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through J, inclusive, of this Contract (Exhibits A-J) and this PRS, Exhibits A-J shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-J, to clarify Performance Requirements, or to monitor any part of this Contract.

Required Service/Tasks	Performance Indicator	Deductions/Consequences or Failure to Meet Performance Indicator*	Compliance	Comments
4. Respond to complaints, requests, and discrepancies	Respond within the time frame outlined in the Contract.	\$50 per complaint not responded to within the time frame outlined in the specifications.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
E. CONTRACT ADMINISTRATION				
1. Insurance Certifications	Certifications submitted before implementation of contract and on a timely basis there-after.	\$200 per day; work/contract suspension; possible termination for default of contract.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
2. Record Retention & Inspection/Audit Settlement	Maintain all required documents as specified in contract.	\$200 per occurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
3. Use of Subcontractor without Approval	Obtain County's written approval prior to subcontracting any work.	\$500 per occurrence plus possible suspension; possible termination for default of contract.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
4. License and Certification	All license and certifications required to perform the work, if any.	\$200 per day; possible suspension; possible termination for default of contract.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
5. Assignment and Delegation	Contractor shall not assign its rights or delegate its duties under this Contract, or both, whether in whole or in part.	\$200 per day the County is not informed of this change; possible suspension; possible termination for	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

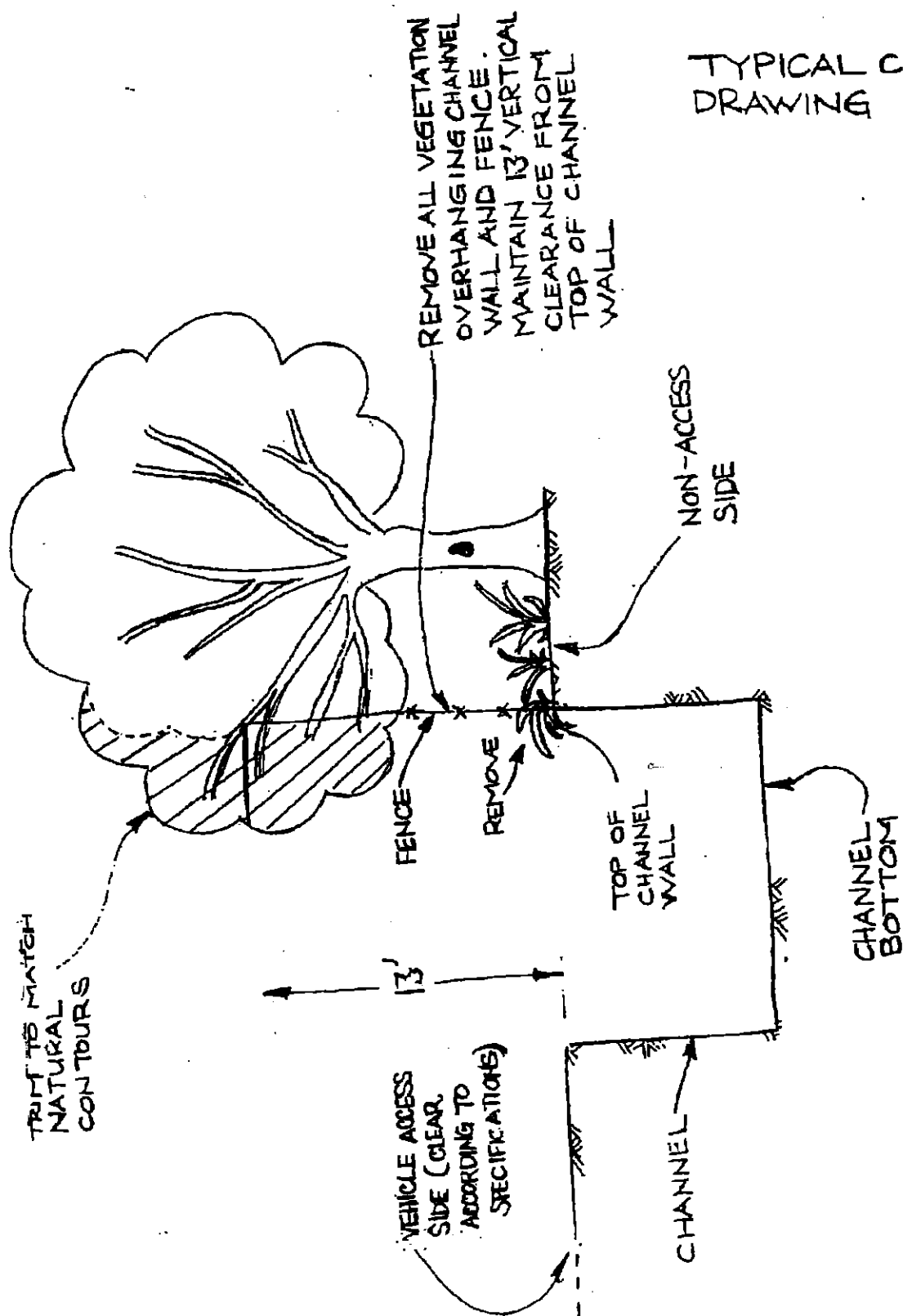
*Deductions may be imposed in addition to the Liquidated Damages at the sole discretion of the Contract Manager.

PERFORMANCE REQUIREMENTS SUMMARY

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through J, inclusive, of this Contract (Exhibits A-J) and this PRS, Exhibits A-J shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-J, to clarify Performance Requirements, or to monitor of any part of this Contract.

Required Service/Tasks	Performance Indicator	Deductions/Consequences or Failure to Meet Performance Indicator*	Compliance	Comments
	without the prior written consent of County.	default of contract.		
6. Safety Requirements	Comply with all applicable State of California Occupational Safety and Health Administration (Cal/OSHA) and Public Works' safety requirements.	\$500 per occurrence plus possible suspension.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

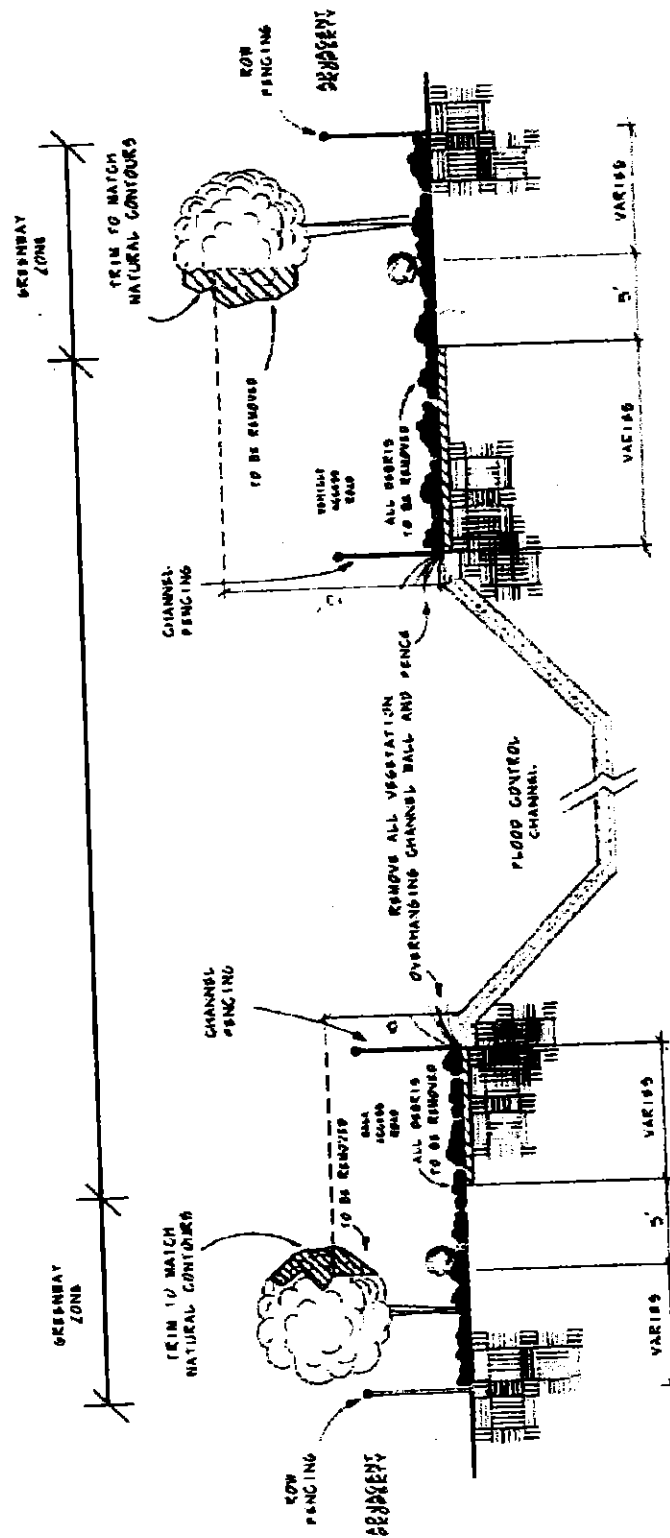
*Deductions may be imposed in addition to the Liquidated Damages at the sole discretion of the Contract Manager.



TYPICAL CHANNEL DRAWING

FIGURE 3

VEHICLE AND WALK ACCESS DRAWING



NOTE: UPON APPROVAL BY THE PUBLIC WORKS REPRESENTATIVE, TREES, SHRUBS, IVY, VINES, TRIMMINGS/CUTTINGS, AND INVASIVE PLANT GROWTH MAY BE REMOVED FROM WITHIN THE GREENWAY ZONE WHEN SUCH GROWTH IS DEEMED TO BE A FIRE HAZARD, AESTHETIC OR VISUAL BLIGHT, THREAT TO PUBLIC HEALTH OR SAFETY, OR CREATES A THREAT TO THE STRUCTURAL INTEGRITY OR THE ABILITY TO ADEQUATELY INSPECT AND MAINTAIN AN EARTHEN DERN OR CHANNEL.



DATE SUBMITTED: 20
PAGE NO.: OF

CHANNEL R-O-W CLEARING REPORT

CHANNEL CLEARING FOR: _____ AREA _____

NAME OF DEPARTMENT REPRESENTATIVE: _____

NAME OF CONTRACTOR REPRESENTATIVE: _____

[illegible]

Signature of Contractor's Representative _____ Date _____

Signature of Department Supervisor

Date

EXHIBIT I

**MAPS OF CHANNELS FOR THE
FLOOD CONTROL FACILITIES IN THE
SOUTH AREA**

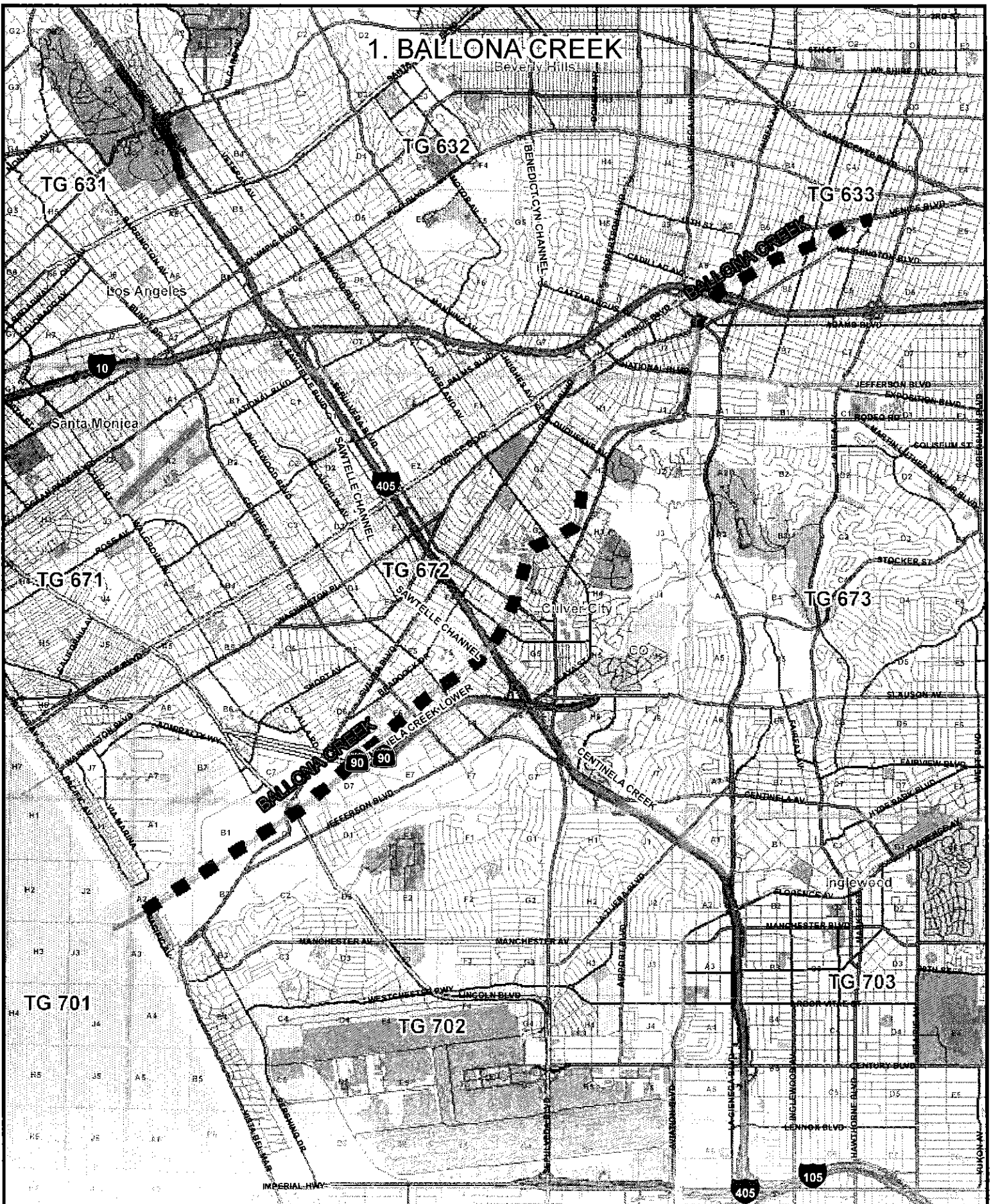
– 52 PAGES (52 WORK LOCATIONS)

ACCESS THE WEBLINK BELOW TO DOWNLOAD
THE MAPS OF WORK LOCATIONS:

<http://dpw.lacounty.gov/asd/contracts>

1. BALLONA CREEK

Beverly Hills



SHEET 1 OF 52

0 1 2 Miles

1 in = 1 miles



■ ■ ■ ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

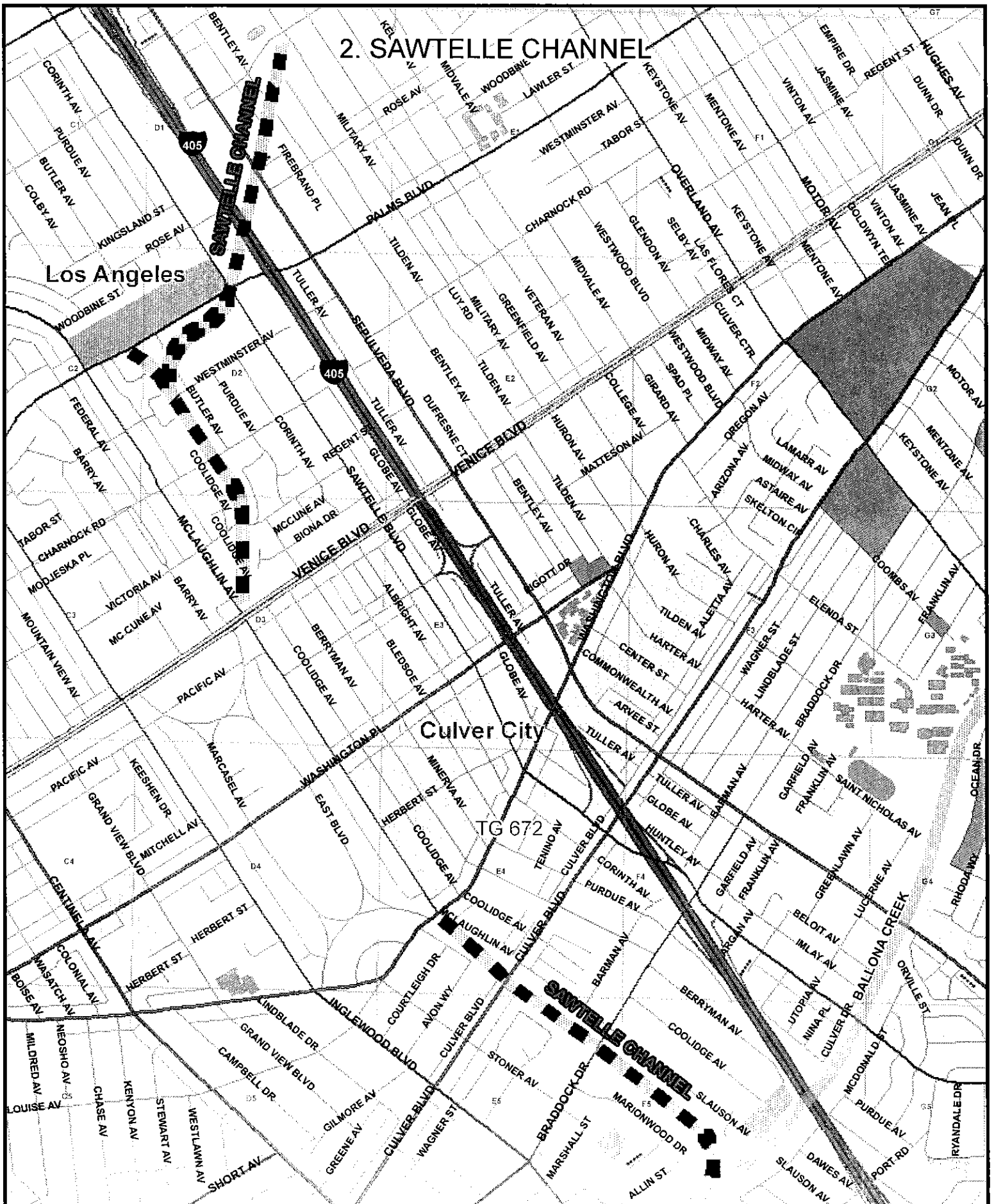


**FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT**

PREPARED BY: J KITTO

DATE: 04/2014

2. SAWTELLE CHANNEL



SHEET 2 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



■ ■ ■ ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

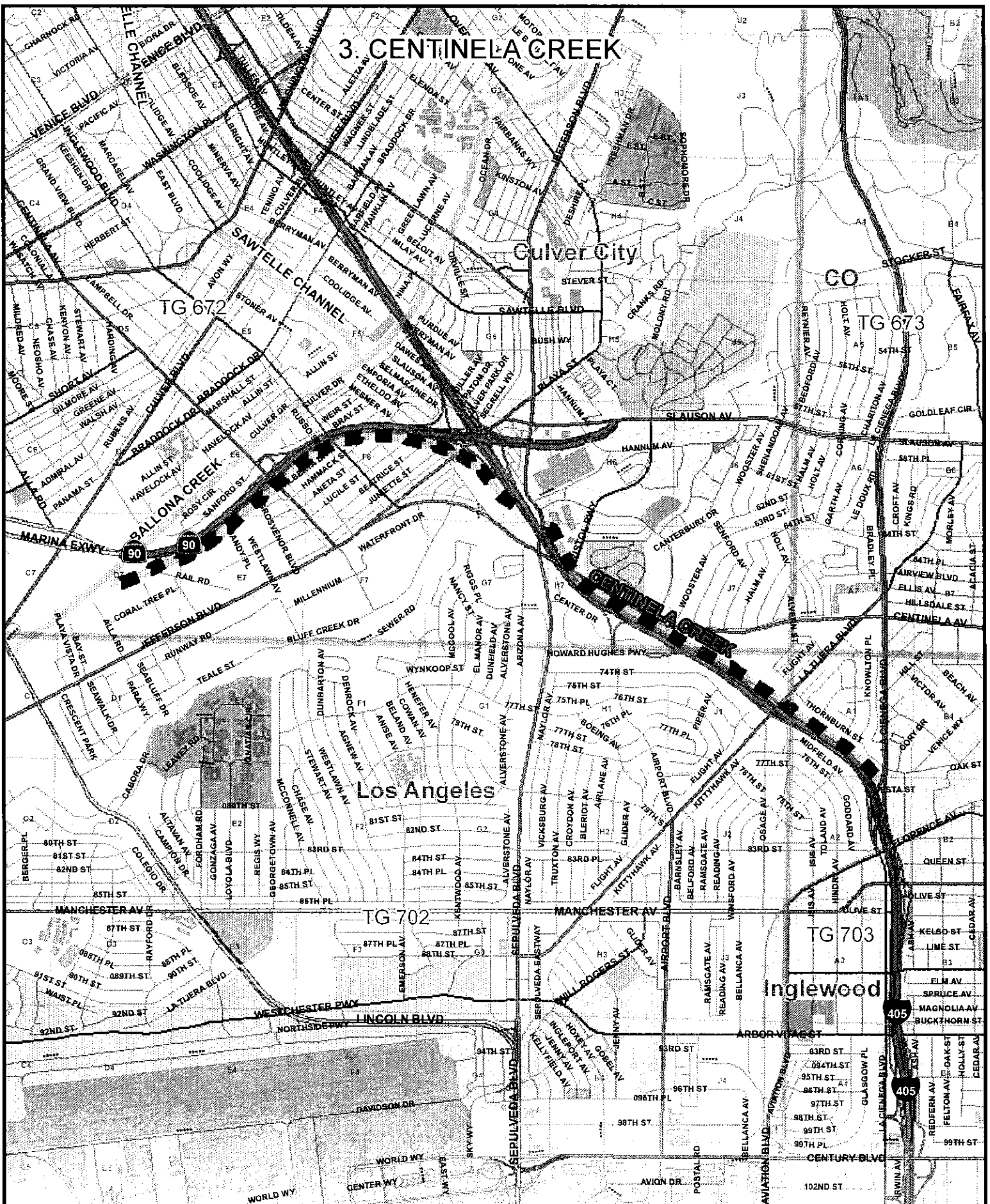


FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY J.KITTO

DATE: 04/20/14

3. CENTINELA CREEK



SHEET 3 OF 52

0 0.5 1 Miles

1 in = 0.5 miles



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COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS



FLOOD MAINTENANCE DIVISION
2014 FMD 60TH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

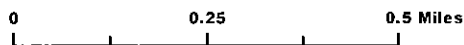
DATE: 04/2014

Beverly Hills

TG 632

Los Angeles

SHEET 4 OF 52



1 in = 0.25 miles



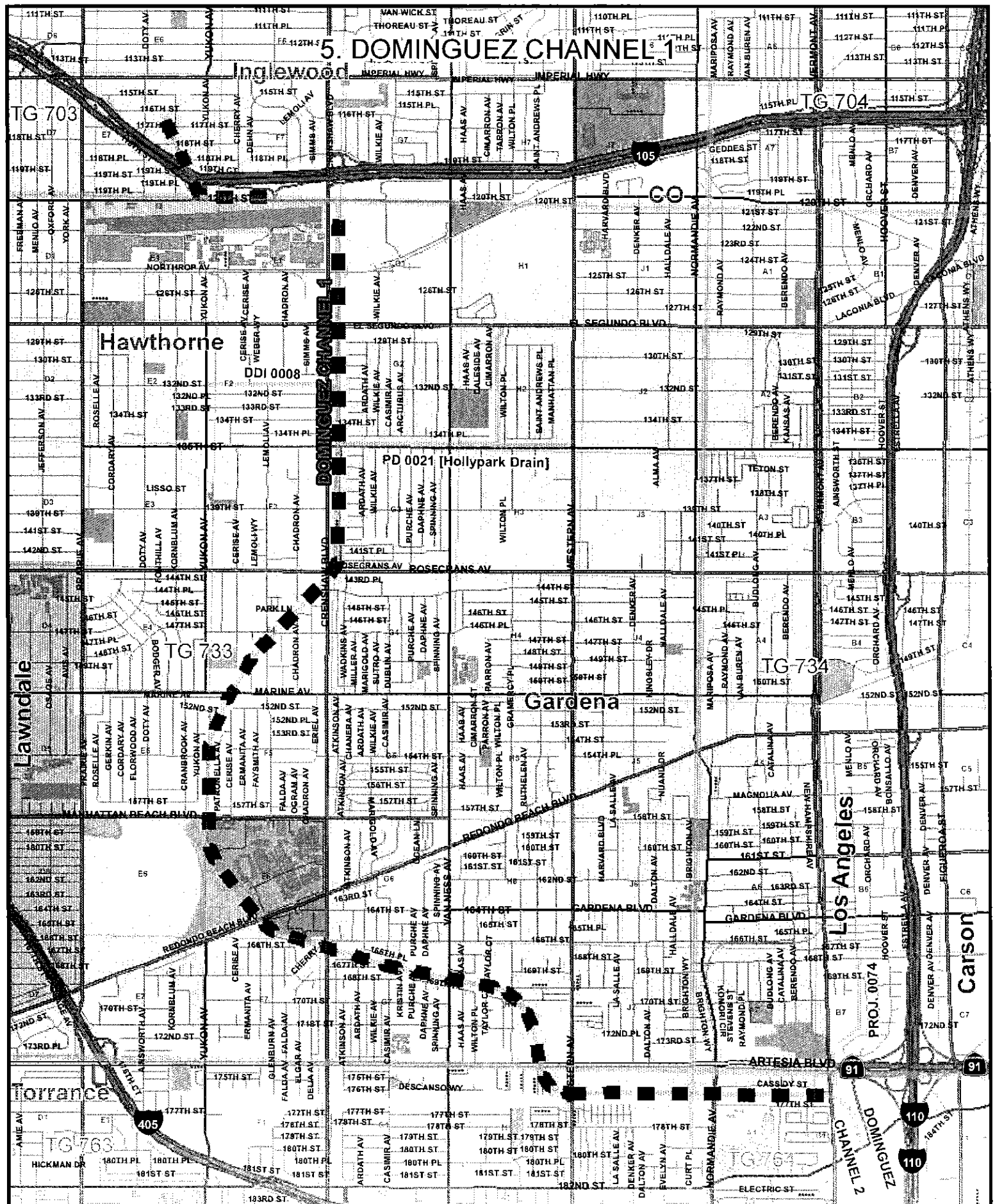
COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

**FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT**

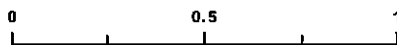
PREPARED BY: J.KITTO

DATE: 04/20/14

5. DOMINGUEZ CHANNEL 1



SHEET 5 OF 52



1 in = 0.5 miles



COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS



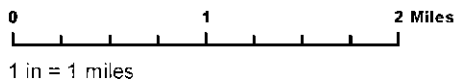
FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY J KITTO

DATE: 04/2014



SHEET 6 OF 52



■ ■ ■ ROW Clearing

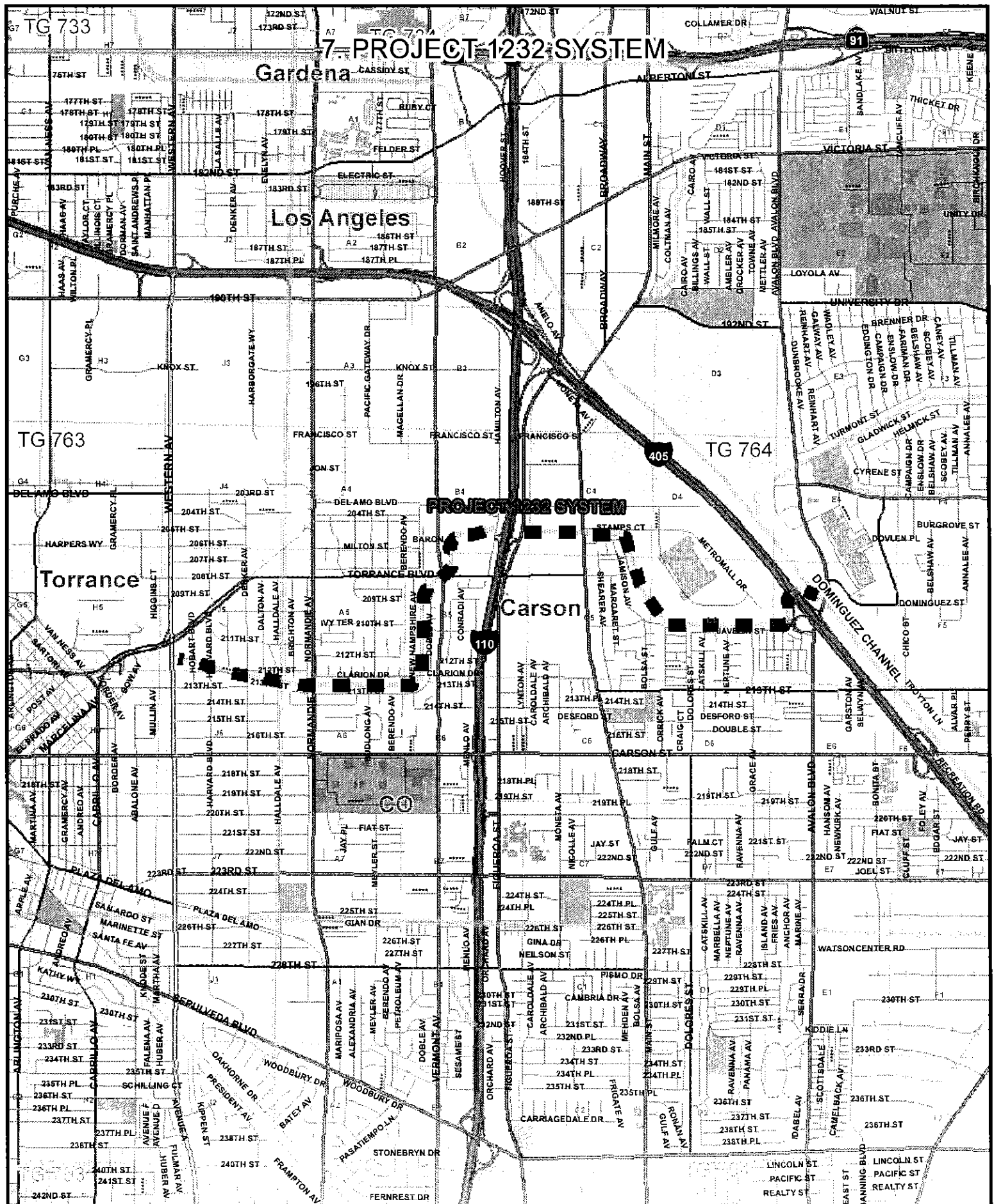


COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 04/2014



SHEET 7 OF 52

0 0.5 1 Miles

1 in = 0.5 miles



■ ■ ■ ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

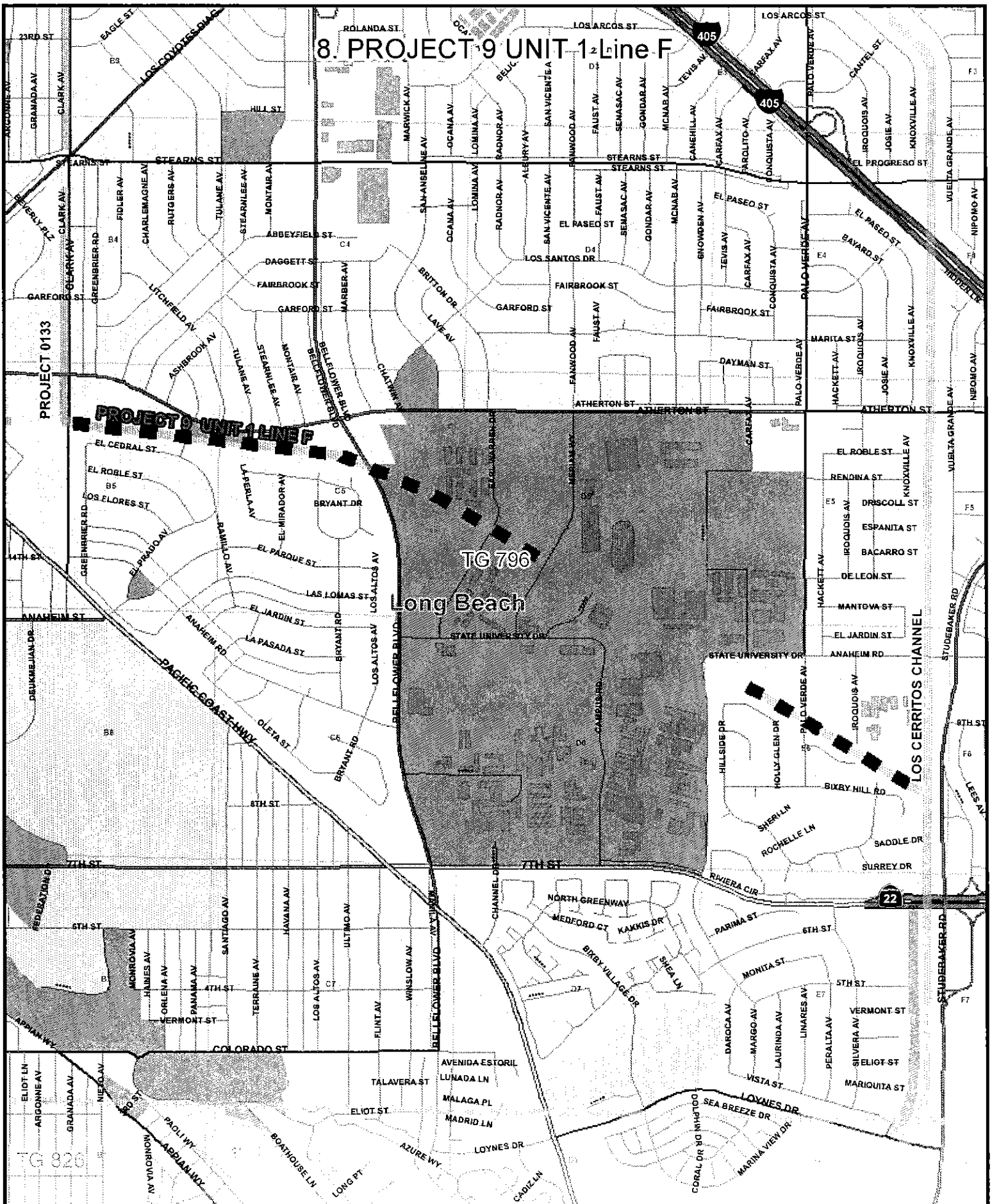


FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 04/2014

8. PROJECT 9 UNIT 1 Line F



SHEET 8 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



■ ■ ■ ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

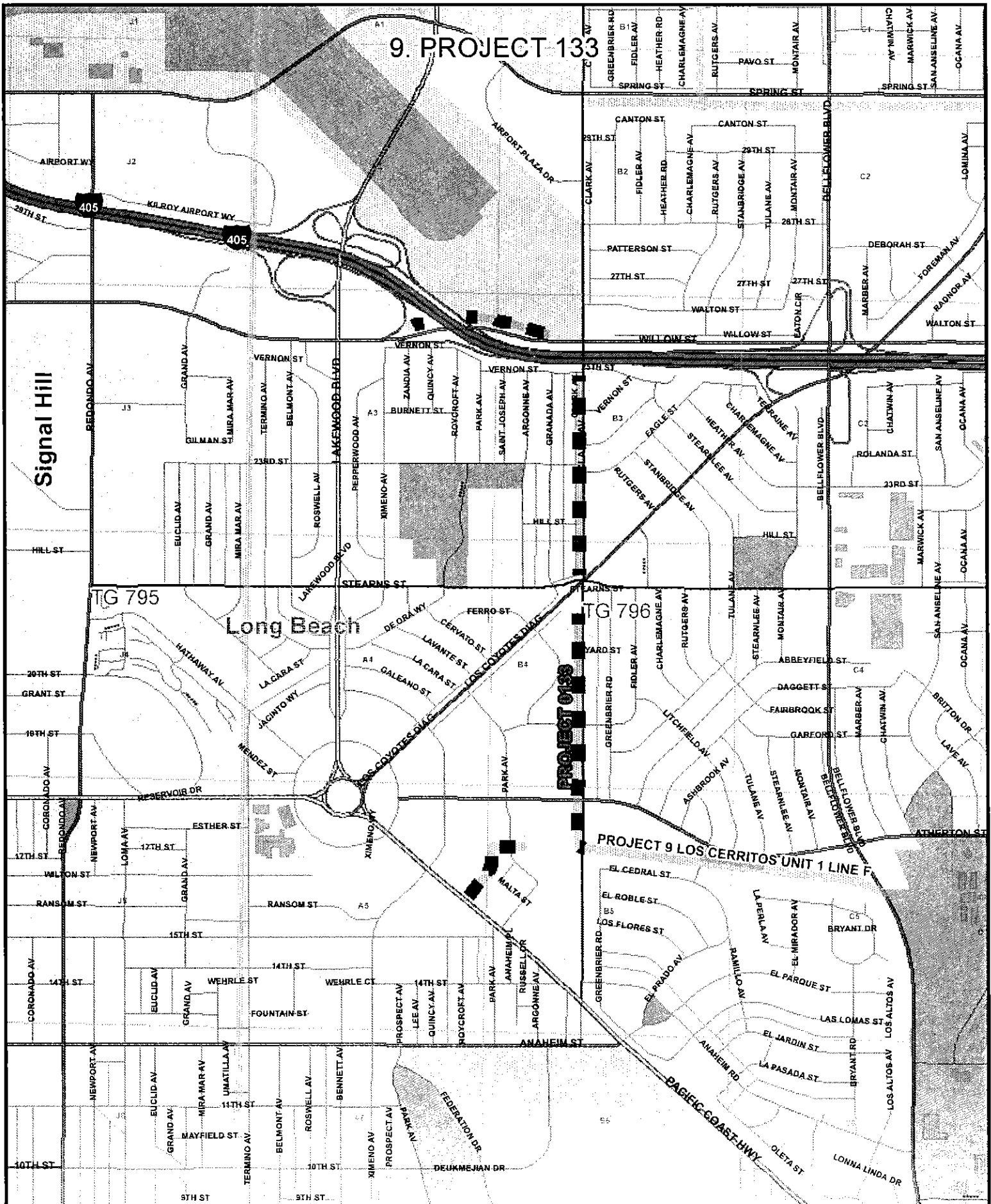


FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 04/2014

9. PROJECT 133



SHEET 9 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



ROW Clearing

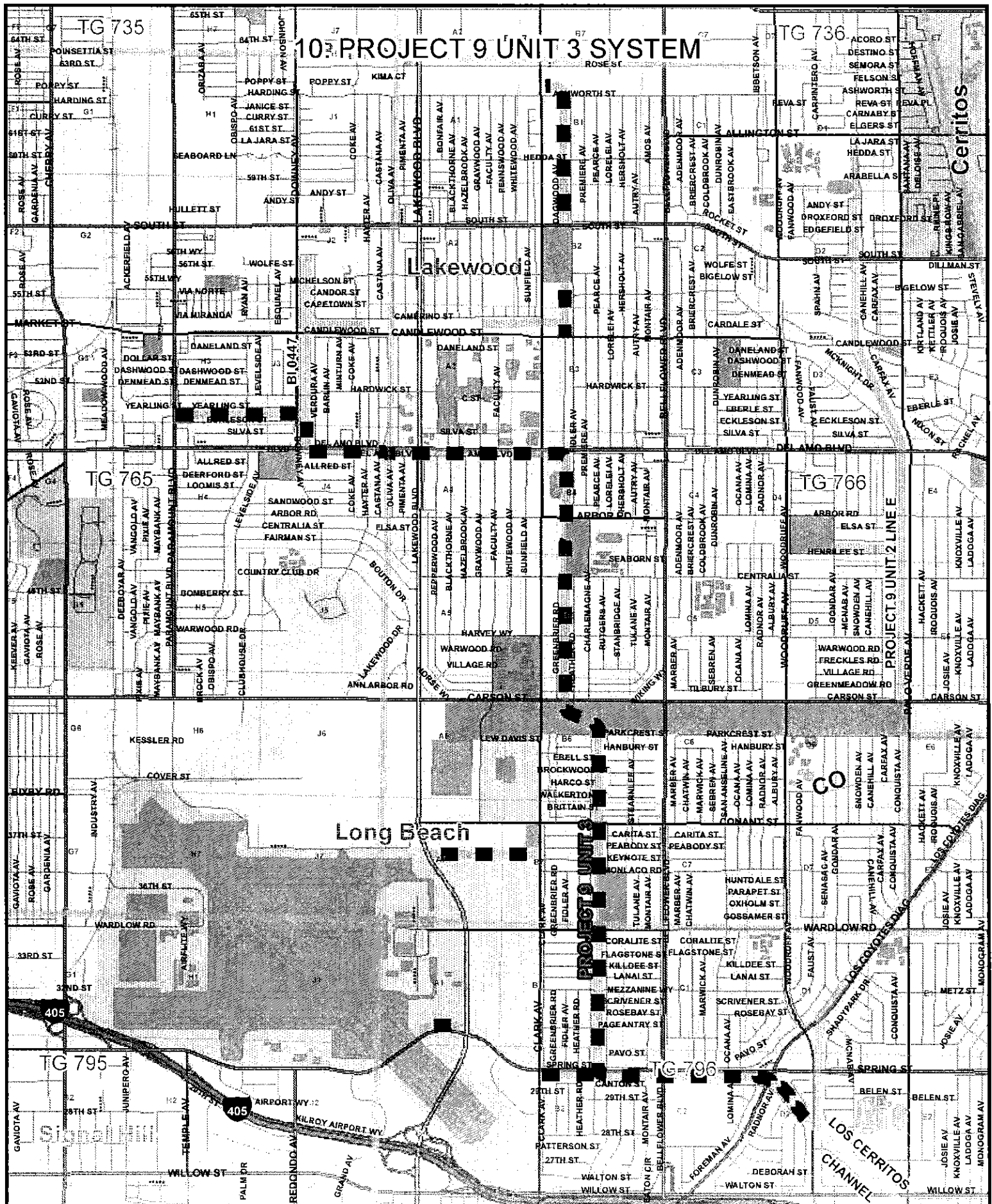
COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS



FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 04/2014



SHEET 10 OF 52

0 0.5 1 Miles

1 in = 0.5 miles



COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

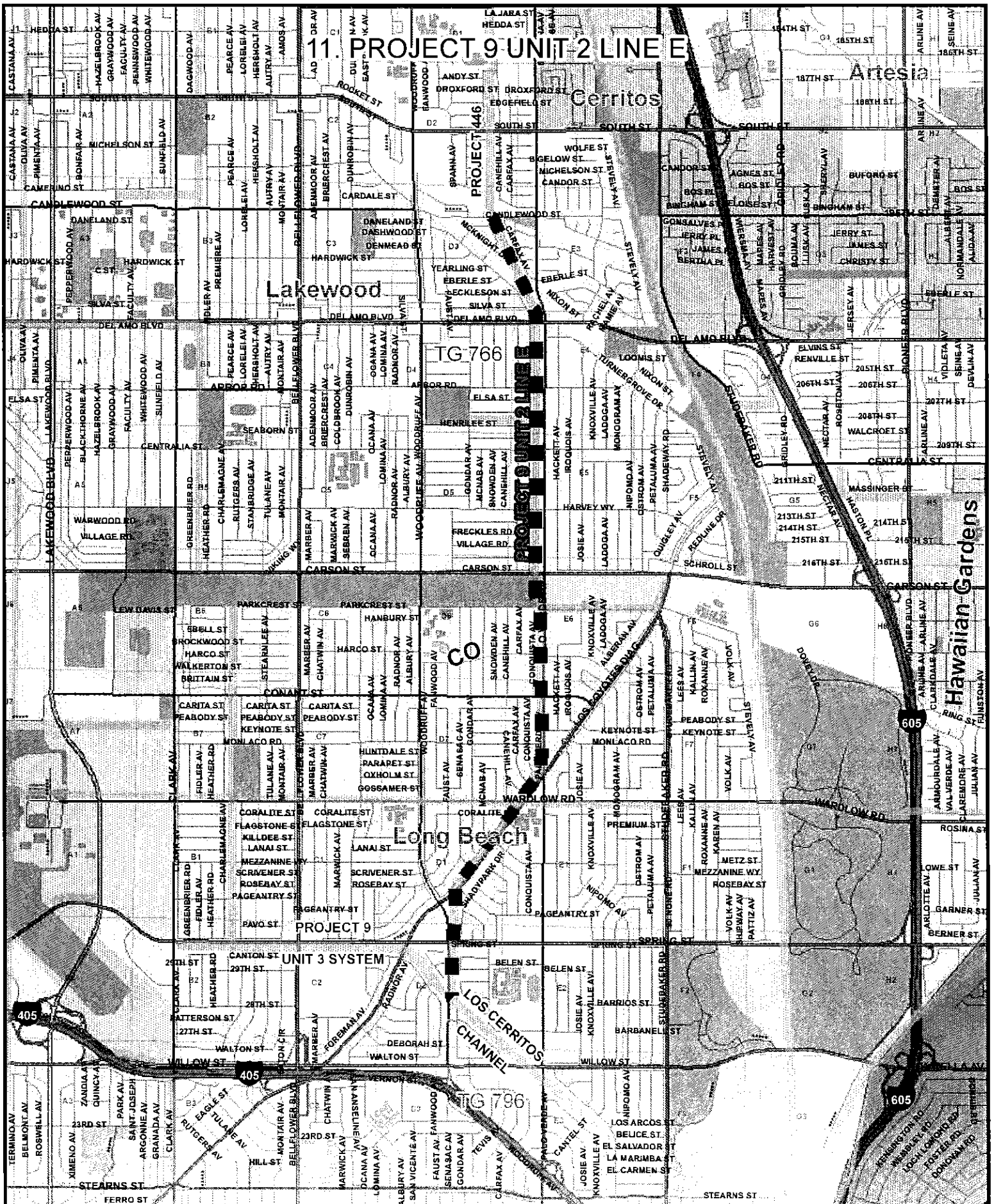


FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

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DATE: 04/2014

11. PROJECT 9 UNIT 2 LINE E



SHEET 11 OF 52

0 0.5 1 Miles

1 in = 0.5 miles

N



ROW Clearing

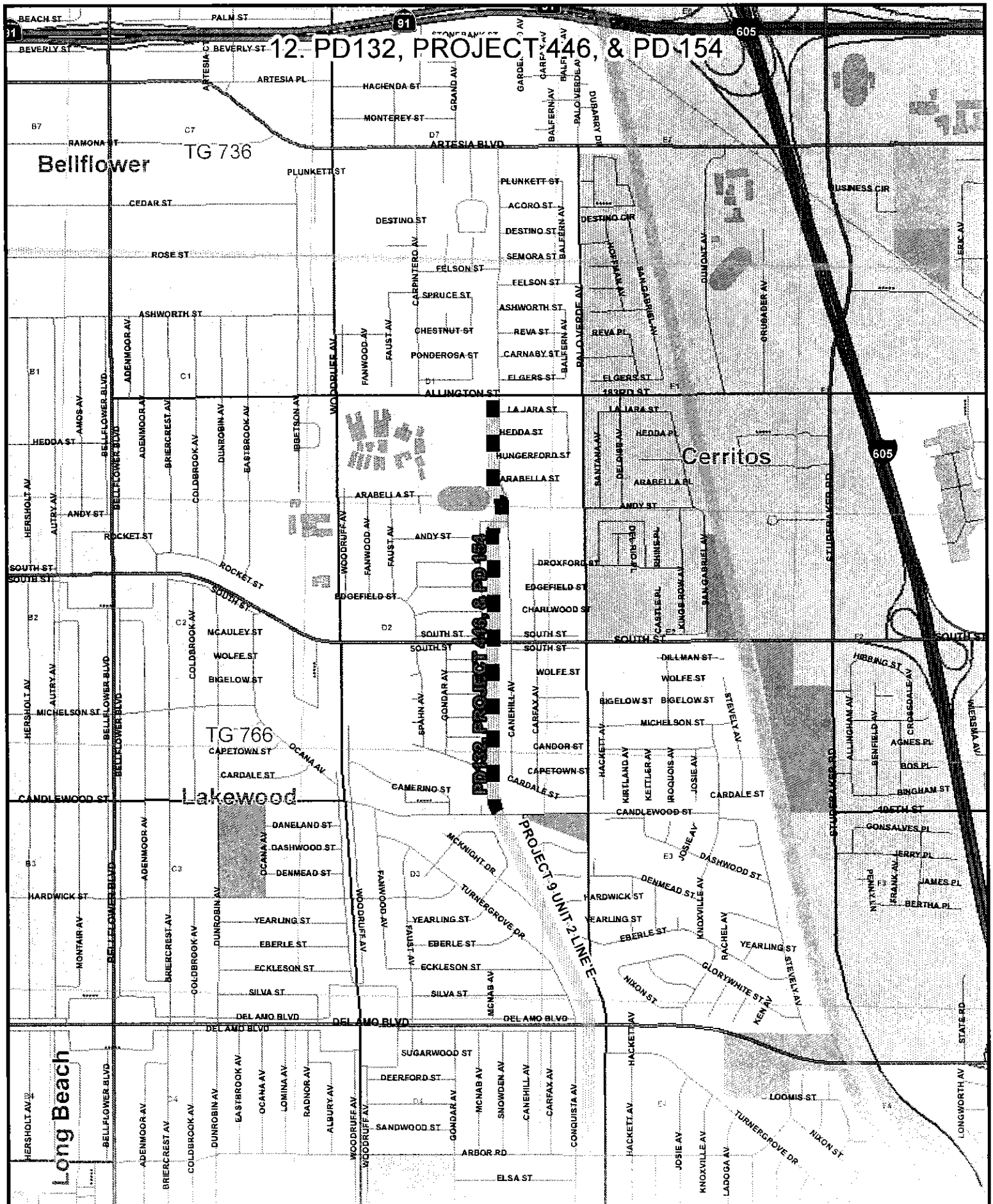
COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS



FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY J KITTO

DATE: 04/20/14



SHEET 12 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS



FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 04/20/14

13. HENRILEE LATERAL

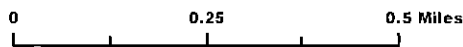
Cenitios

Lakewood

HENRIEE LATERAL

TG 766

Long Beach



1 in = 0.25 miles



COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

FLOOD MAINTENANCE DIVISION

2014 FMD SOUTH AREA

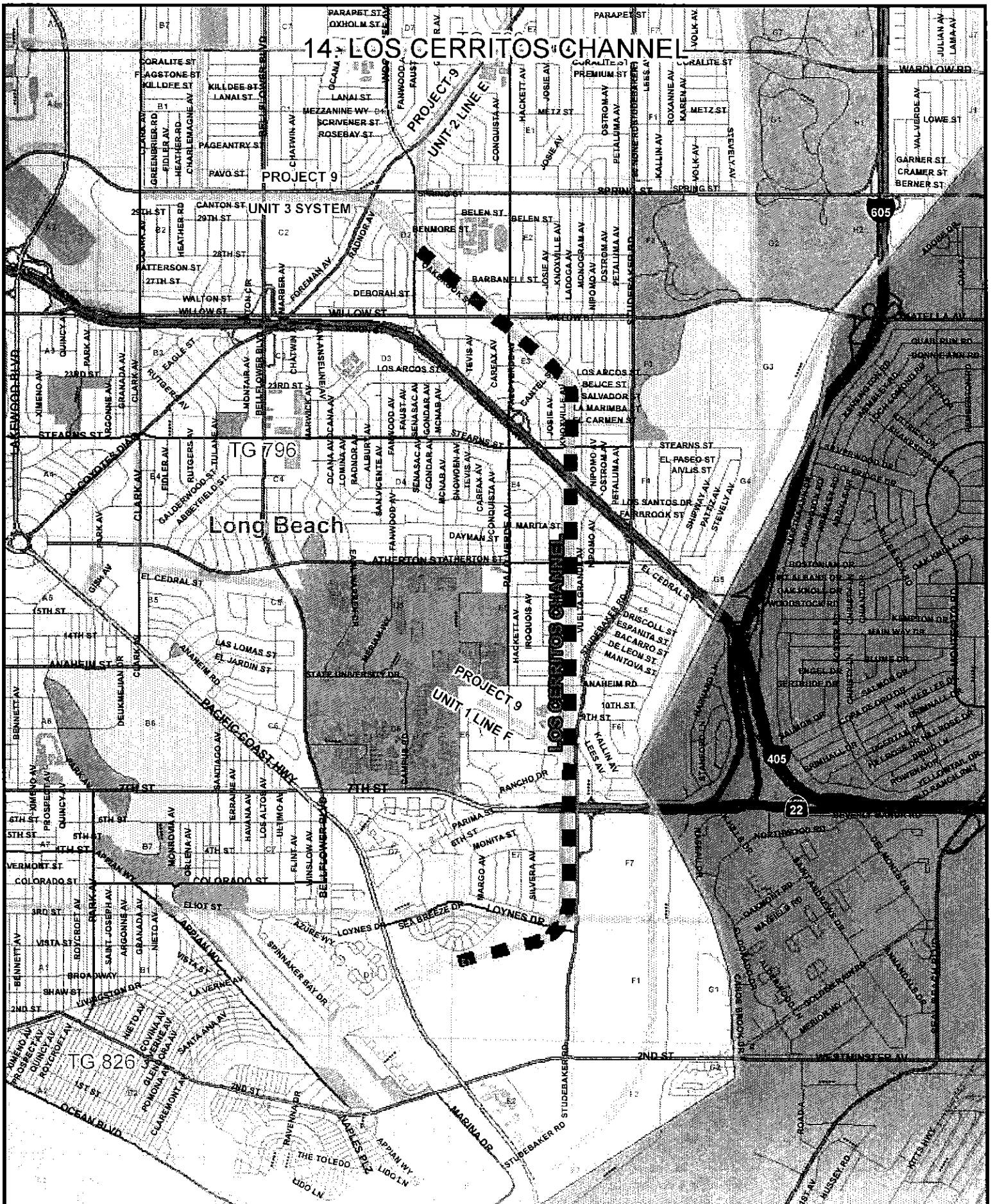
CHANNEL RIGHT OF WAY

CLEARING CONTRACT

PREPARED BY: J.KITTO

DATE 04/20/4

14 LOS CERRITOS CHANNEL



SHEET 14 OF 52

0 0.5 1 Miles

1 in = 0.5 miles



COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

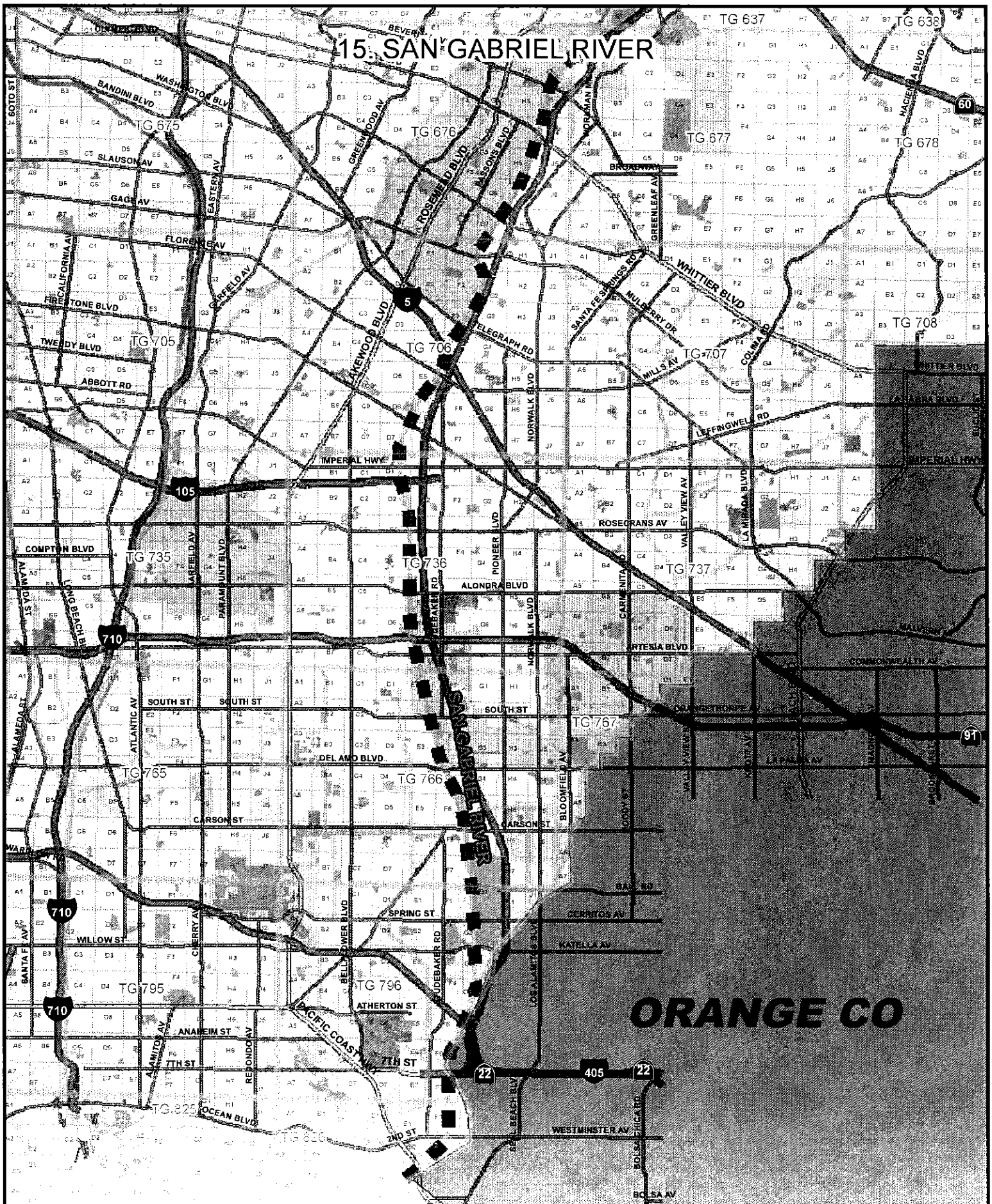


FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY J. KITTO

DATE: 04/2014

15. SAN GABRIEL RIVER



SHEET 15 OF 52

0 2 4 Miles

1 in = 2 miles



ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

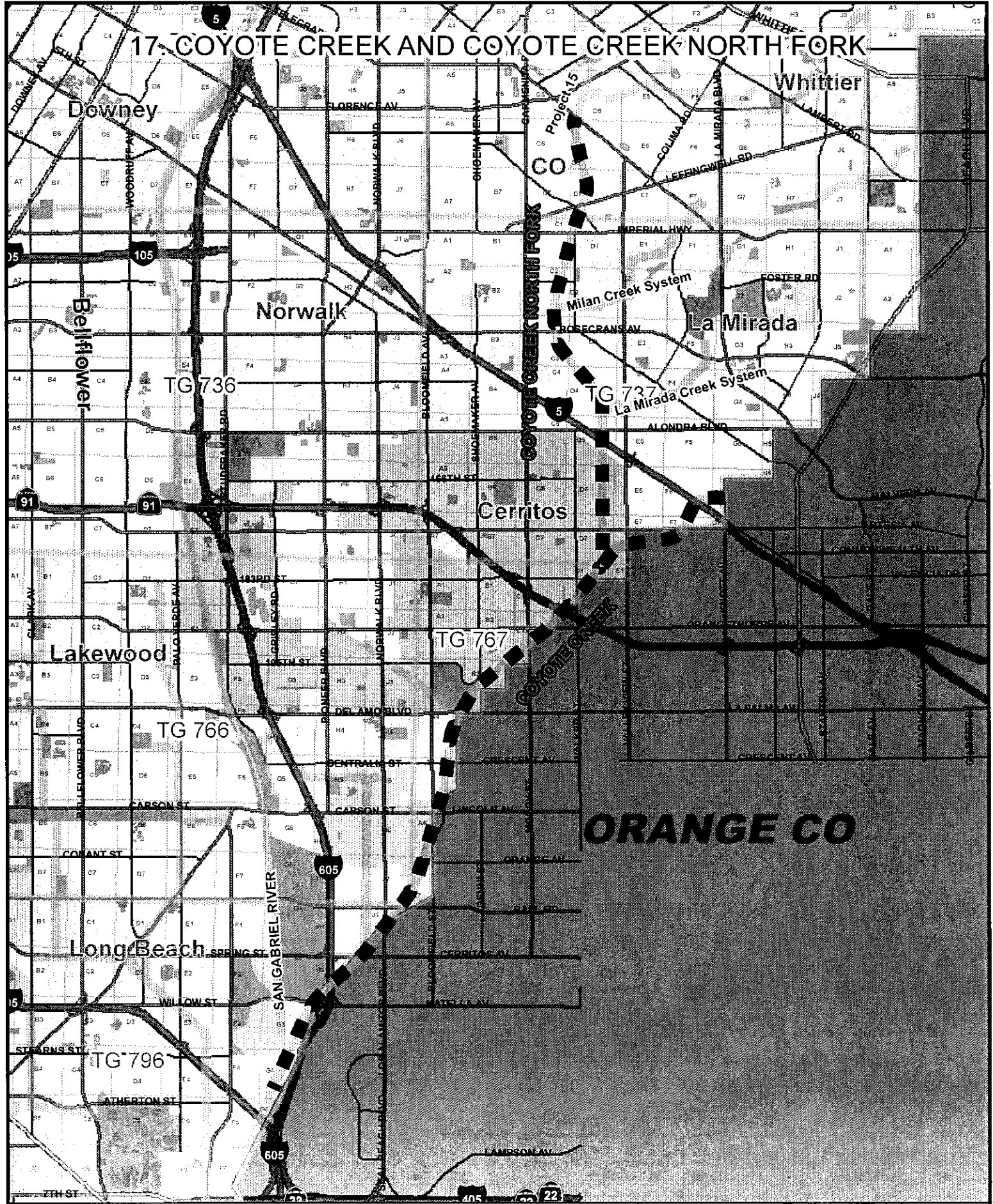


FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

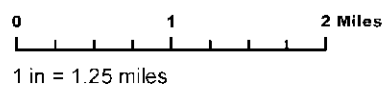
PREPARED BY: J KITTO

DATE: 04/2014

17. COYOTE CREEK AND COYOTE CREEK NORTH FORK



SHEET 17 OF 52



■ ■ ■ ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

FLOOD MAINTENANCE DIVISION

2014 FMD SOUTH AREA

CHANNEL RIGHT OF WAY

CLEARING CONTRACT

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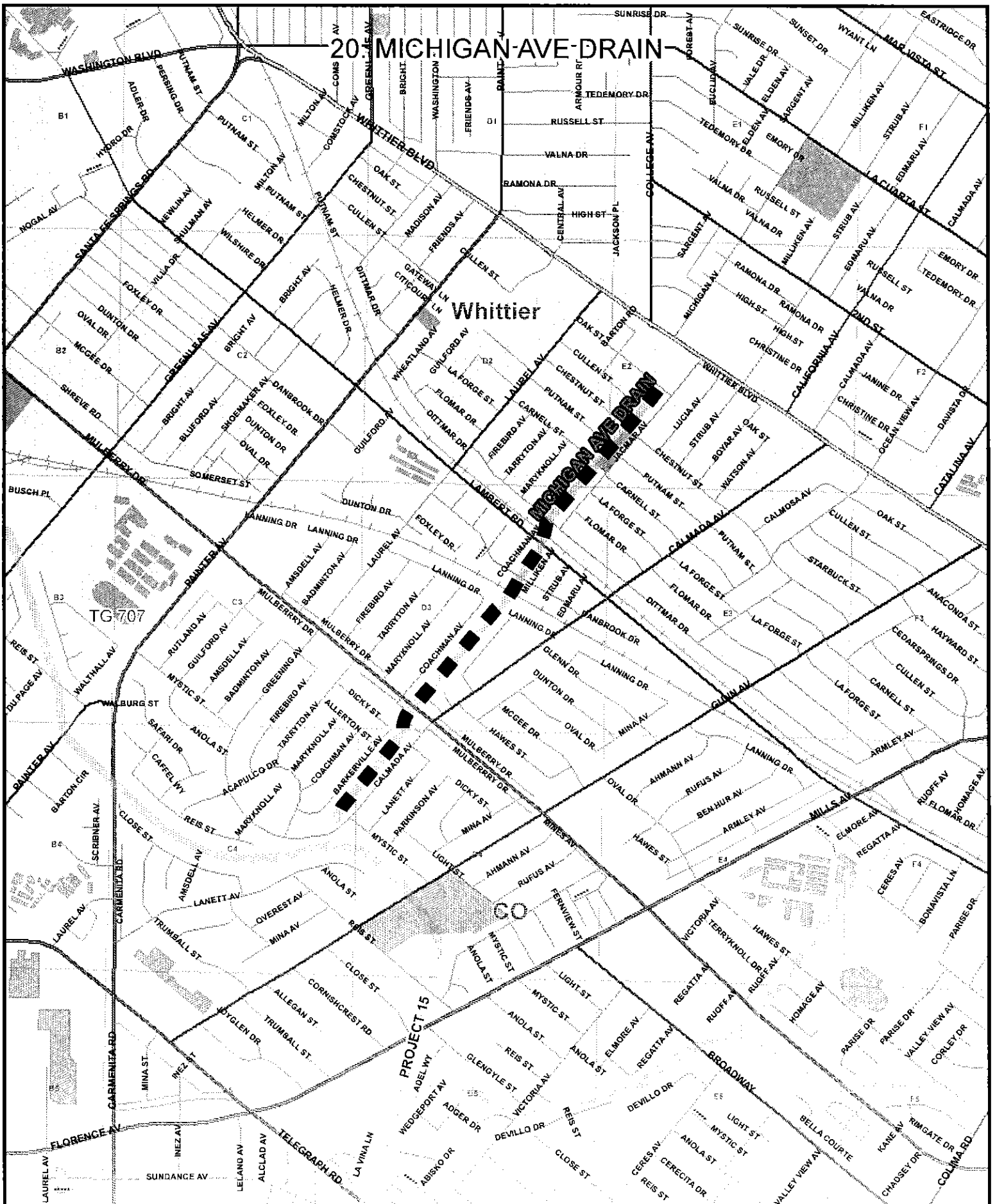
19. PROJECT 21

The map illustrates the proposed route for Project 21, a major transportation project in Orange County. The route is shown as a thick black line with the number '21' at key locations. The project area spans across the Lakewood, Hawaiian Gardens, and Long Beach communities. Key features include:

- Freeways:** SR 605 (San Gabriel Freeway) and SR 91 (San Joaquin Hills Freeway).
- Local Streets:** Numerous streets are labeled, including Chadwell St, 208th St, 209th St, 210th St, 211th St, 212th St, 213th St, 214th St, 215th St, 216th St, 217th St, 218th St, 219th St, 220th St, 221st St, 222nd St, 223rd St, 224th St, 225th St, 226th St, 227th St, 228th St, 229th St, 230th St, 231st St, 232nd St, 233rd St, 234th St, 235th St, 236th St, 237th St, 238th St, 239th St, 240th St, 241st St, 242nd St, 243rd St, 244th St, 245th St, 246th St, 247th St, 248th St, 249th St, 250th St, 251st St, 252nd St, 253rd St, 254th St, 255th St, 256th St, 257th St, 258th St, 259th St, 260th St, 261st St, 262nd St, 263rd St, 264th St, 265th St, 266th St, 267th St, 268th St, 269th St, 270th St, 271st St, 272nd St, 273rd St, 274th St, 275th St, 276th St, 277th St, 278th St, 279th St, 280th St, 281st St, 282nd St, 283rd St, 284th St, 285th St, 286th St, 287th St, 288th St, 289th St, 290th St, 291st St, 292nd St, 293rd St, 294th St, 295th St, 296th St, 297th St, 298th St, 299th St, 300th St, 301st St, 302nd St, 303rd St, 304th St, 305th St, 306th St, 307th St, 308th St, 309th St, 310th St, 311st St, 312nd St, 313rd St, 314th St, 315th St, 316th St, 317th St, 318th St, 319th St, 320th St, 321st St, 322nd St, 323rd St, 324th St, 325th St, 326th St, 327th St, 328th St, 329th St, 330th St, 331st St, 332nd St, 333rd St, 334th St, 335th St, 336th St, 337th St, 338th St, 339th St, 340th St, 341st St, 342nd St, 343rd St, 344th St, 345th St, 346th St, 347th St, 348th St, 349th St, 350th St, 351st St, 352nd St, 353rd St, 354th St, 355th St, 356th St, 357th St, 358th St, 359th St, 360th St, 361st St, 362nd St, 363rd St, 364th St, 365th St, 366th St, 367th St, 368th St, 369th St, 370th St, 371st St, 372nd St, 373rd St, 374th St, 375th St, 376th St, 377th St, 378th St, 379th St, 380th St, 381st St, 382nd St, 383rd St, 384th St, 385th St, 386th St, 387th St, 388th St, 389th St, 390th St, 391st St, 392nd St, 393rd St, 394th St, 395th St, 396th St, 397th St, 398th St, 399th St, 400th 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DATE: 04/2014

20 MICHIGAN AVE DRAIN



SHEET 20 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



■ ■ ■ ROW Clearing

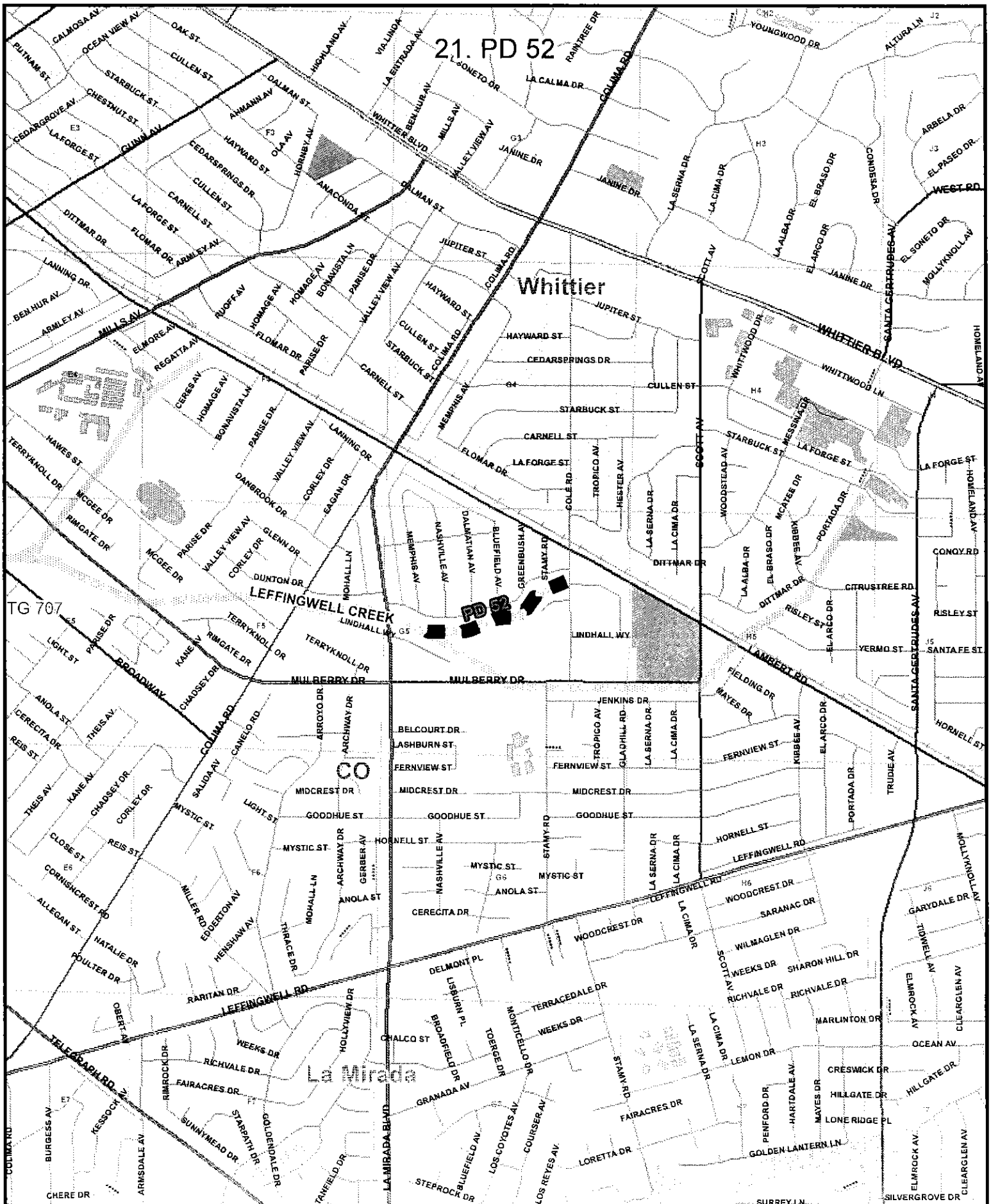
COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS



FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J KITTO

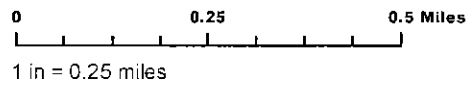
DATE: 04/2014



22. LA CANADA VERDE CREEK




SHEET 22 OF 52





ROW Clearing

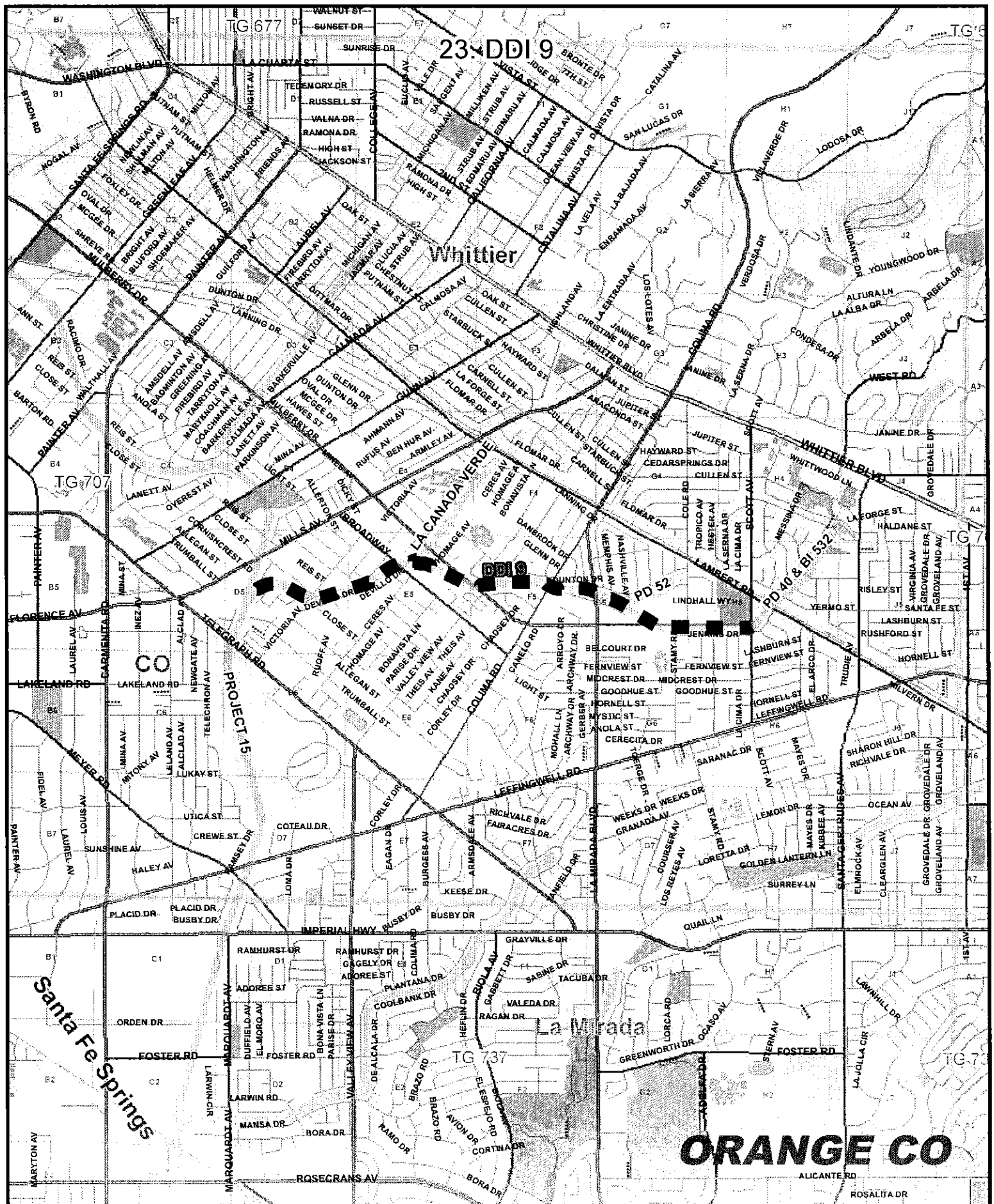
COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS



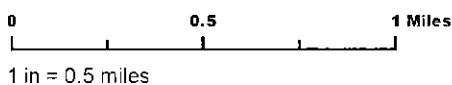
FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 04/2014



SHEET 23 OF 52



■ ■ ■ ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS



FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 3/4/2014

24. PD 40 & BI 532

Whittier

TG 707

TG 708

DDI 9

CO

SHEET 24 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



ROW Clearing



COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS
FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J KITTO

DATE: 04/2014

CO

PD 152

Whittier

TG 707

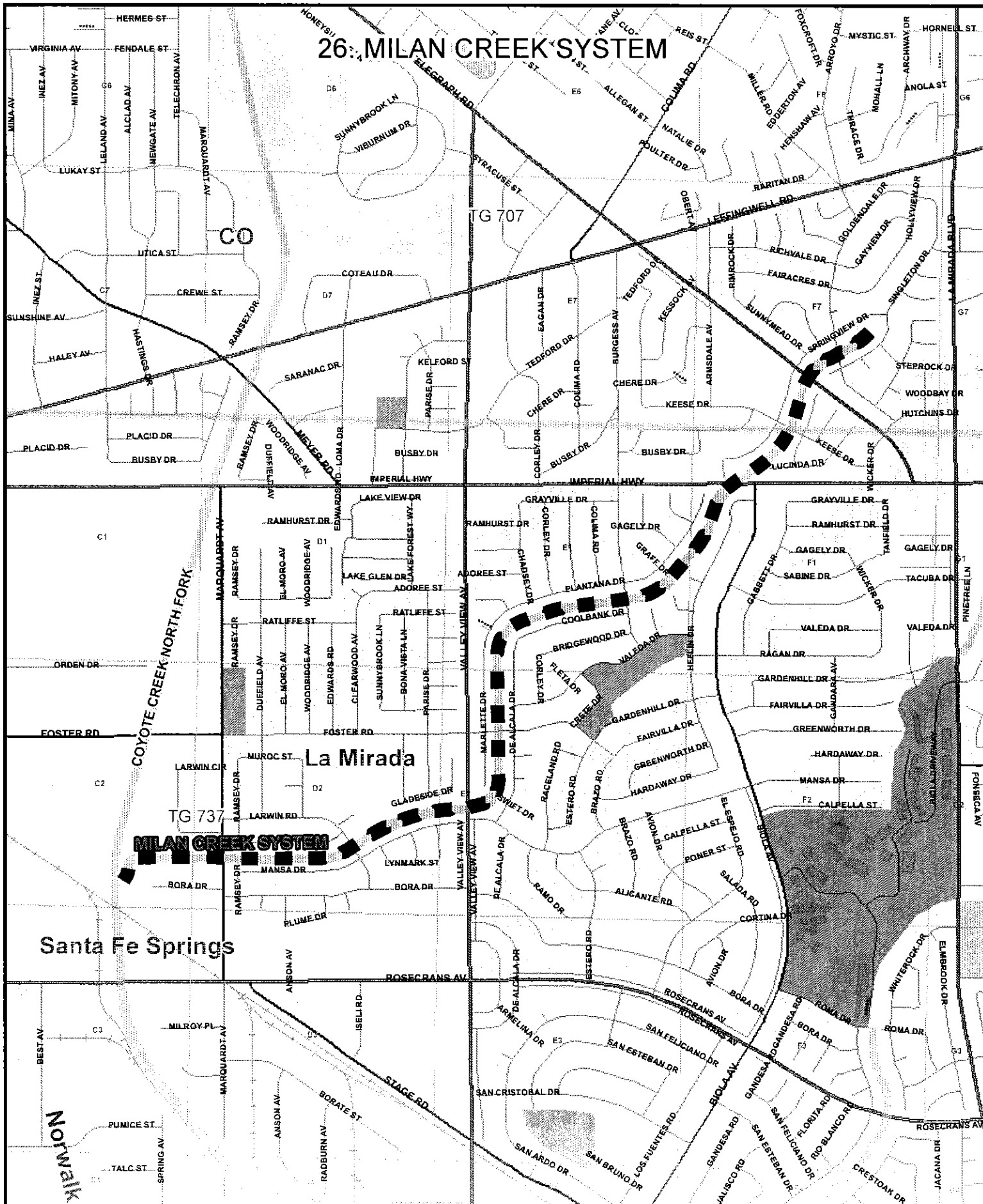
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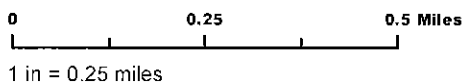
**FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT**

DATE: 04:2014

26: MILAN CREEK SYSTEM



SHEET 26 OF 52



ROW Clearing

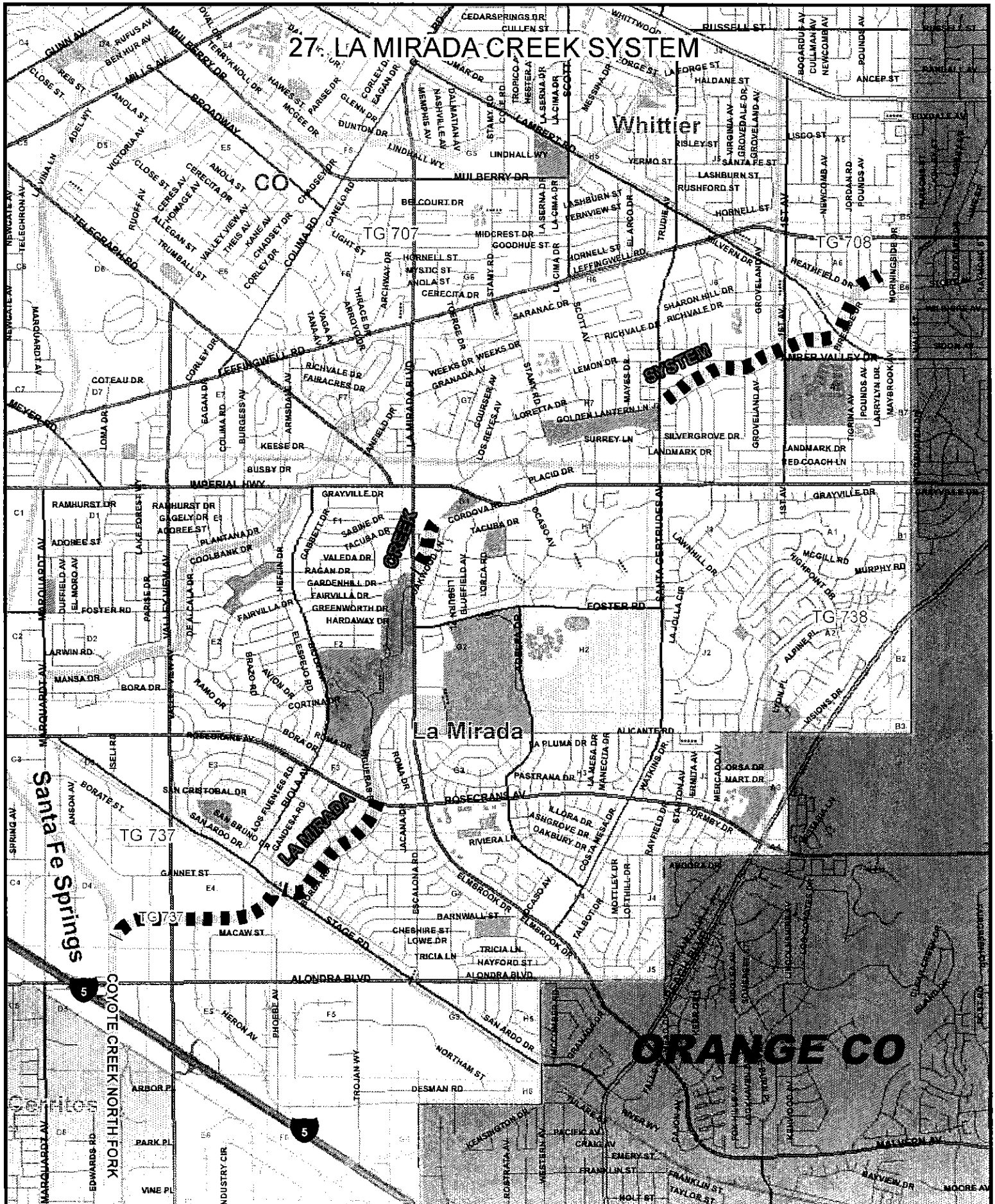


COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS
FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 04/2014

27 LA MIRADA CREEK SYSTEM



SHEET 27 OF 52

0 0.5 1 Miles

1 in = 0.5 miles

N



■■■■■ ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS



FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 04/2014

28..DDI 22



SHEET 28 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

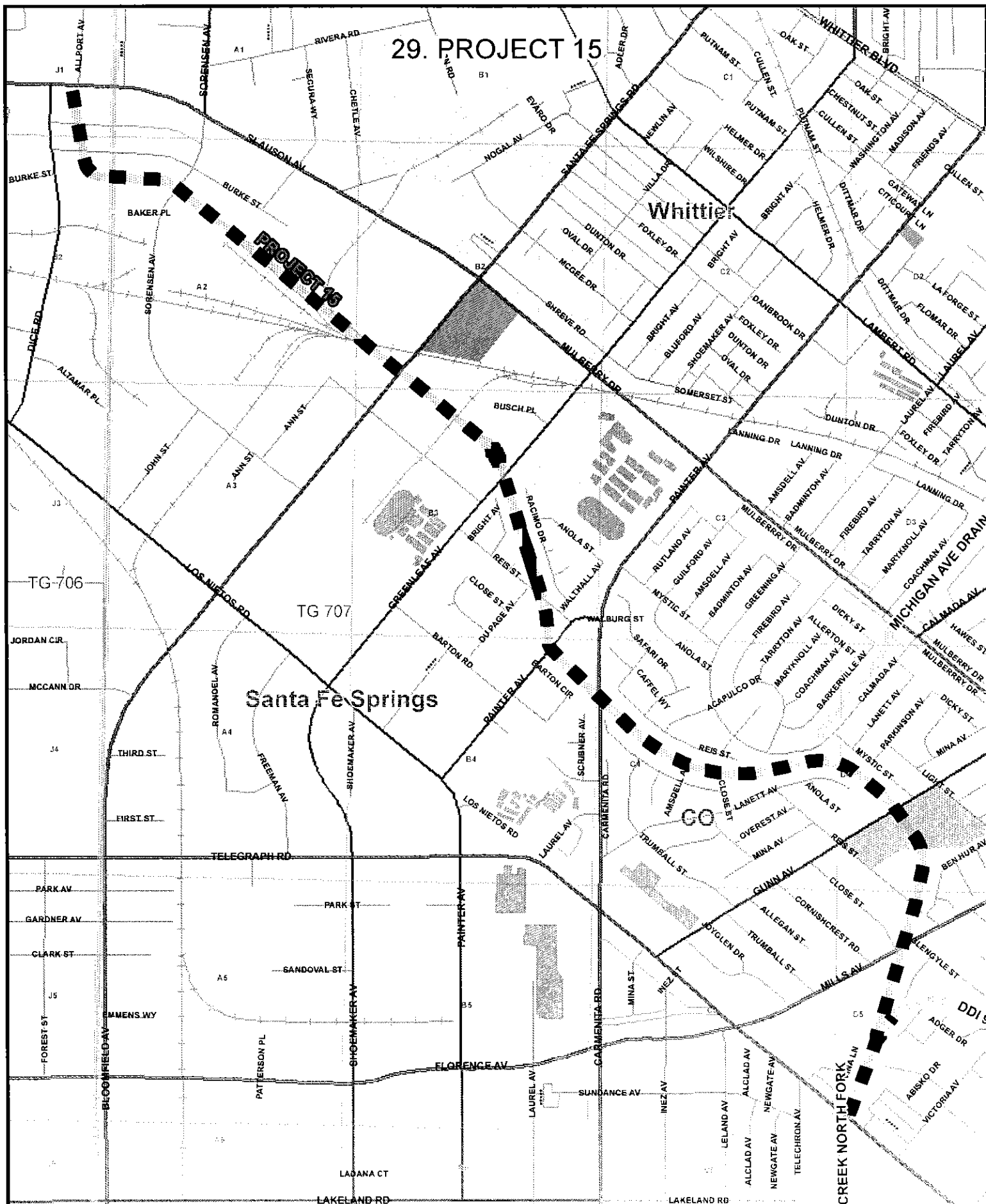


FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

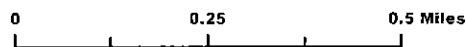
PREPARED BY: J. KITTO

DATE: 04/20/14

29. PROJECT 15



SHEET 29 OF 52



1 in = 0.25 miles



■ ■ ■ ROW Clearing



COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

**FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT**

PREPARED BY: J KITTO

DATE: 04/2014

30. PROJECT 4601

Bellflower

Long Beach

Lakewood

PROJECT 4601

PROJECT 9 UNIT 3 SYSTEM

PROJECT 9 UNIT 3 SYSTEM

PROJECT 9 UNIT 3 SYSTEM

SHEET 30 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



ROW Clearing

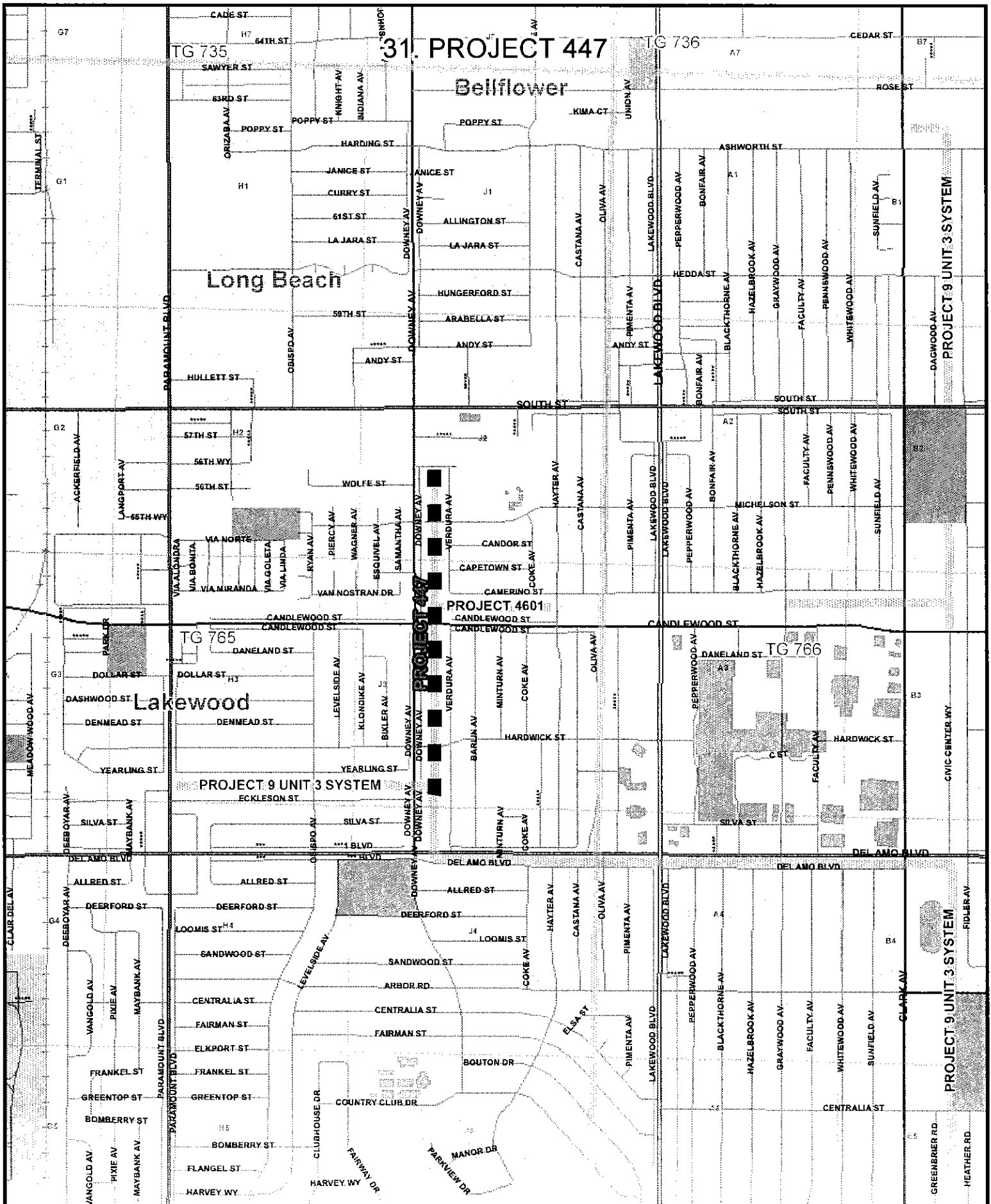
COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS



FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 04/2014



SHEET 31 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



PROJECT 447

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

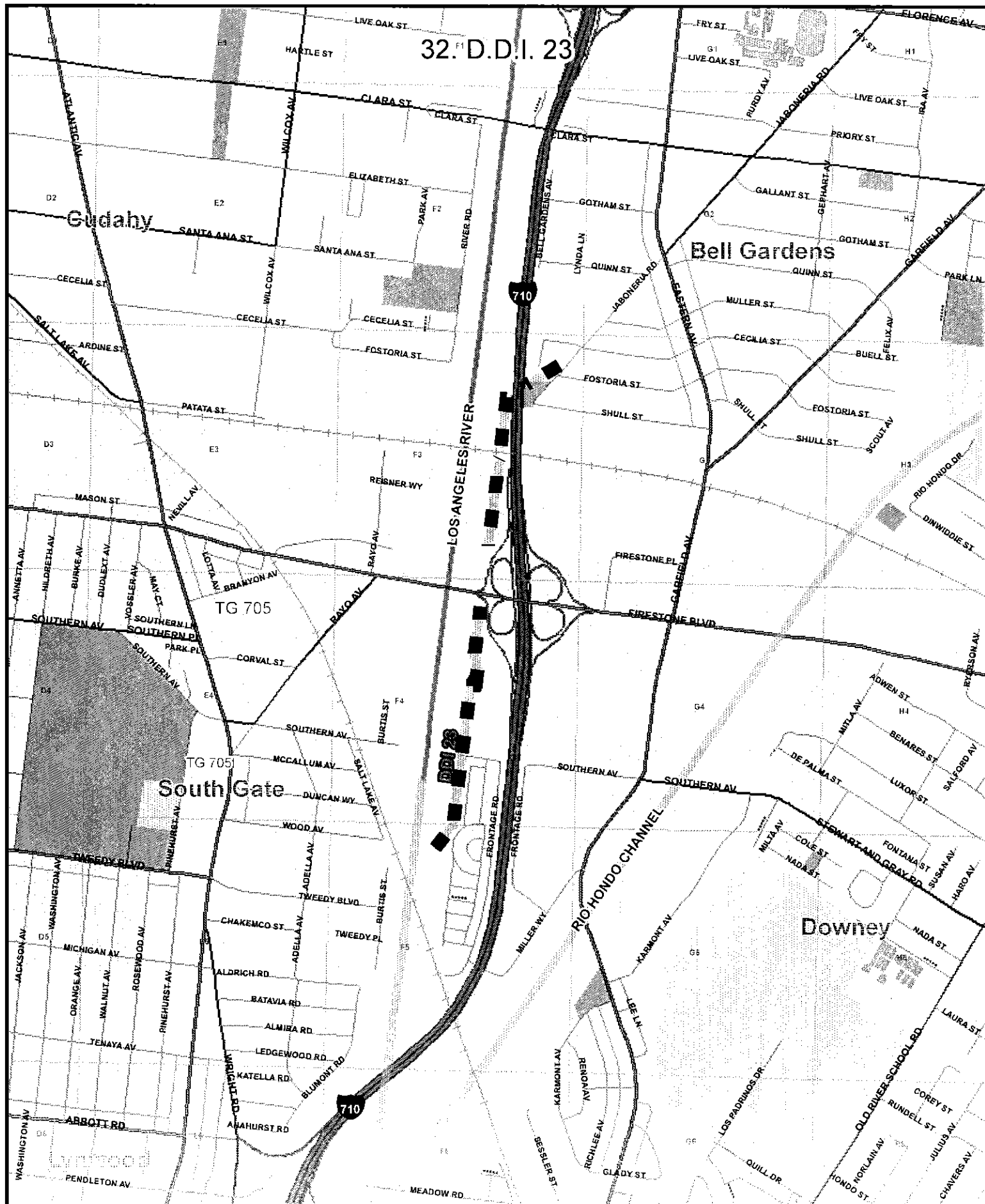


FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 04/2014

32. D.D.I. 23



SHEET 32 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

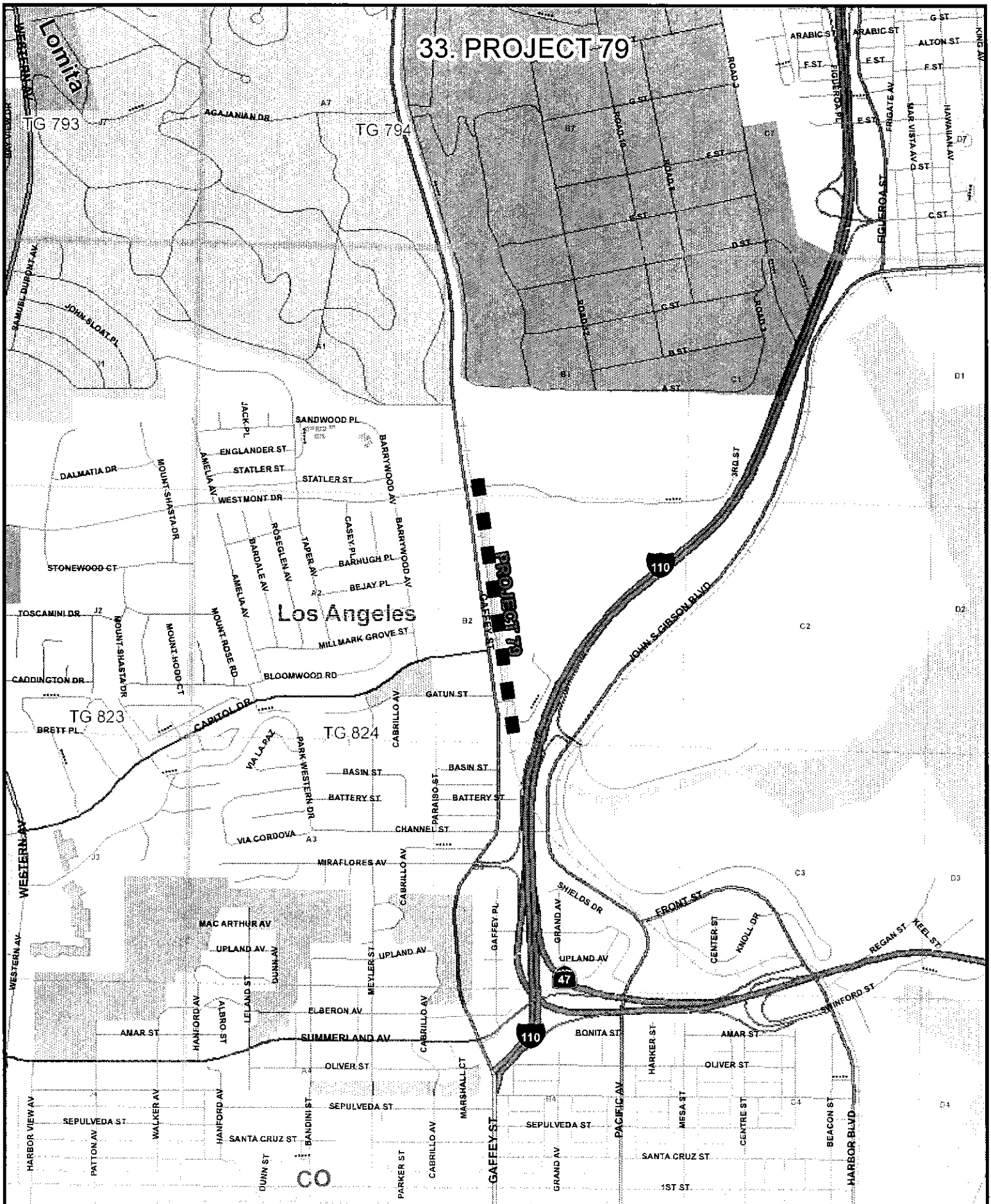


FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 04/2014

33. PROJECT 79



SHEET 33 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS



FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY J. KITTO

DATE: 04/2014

[illegible]

1 in = 0.25 miles



■ ■ ■ ROW Clearing

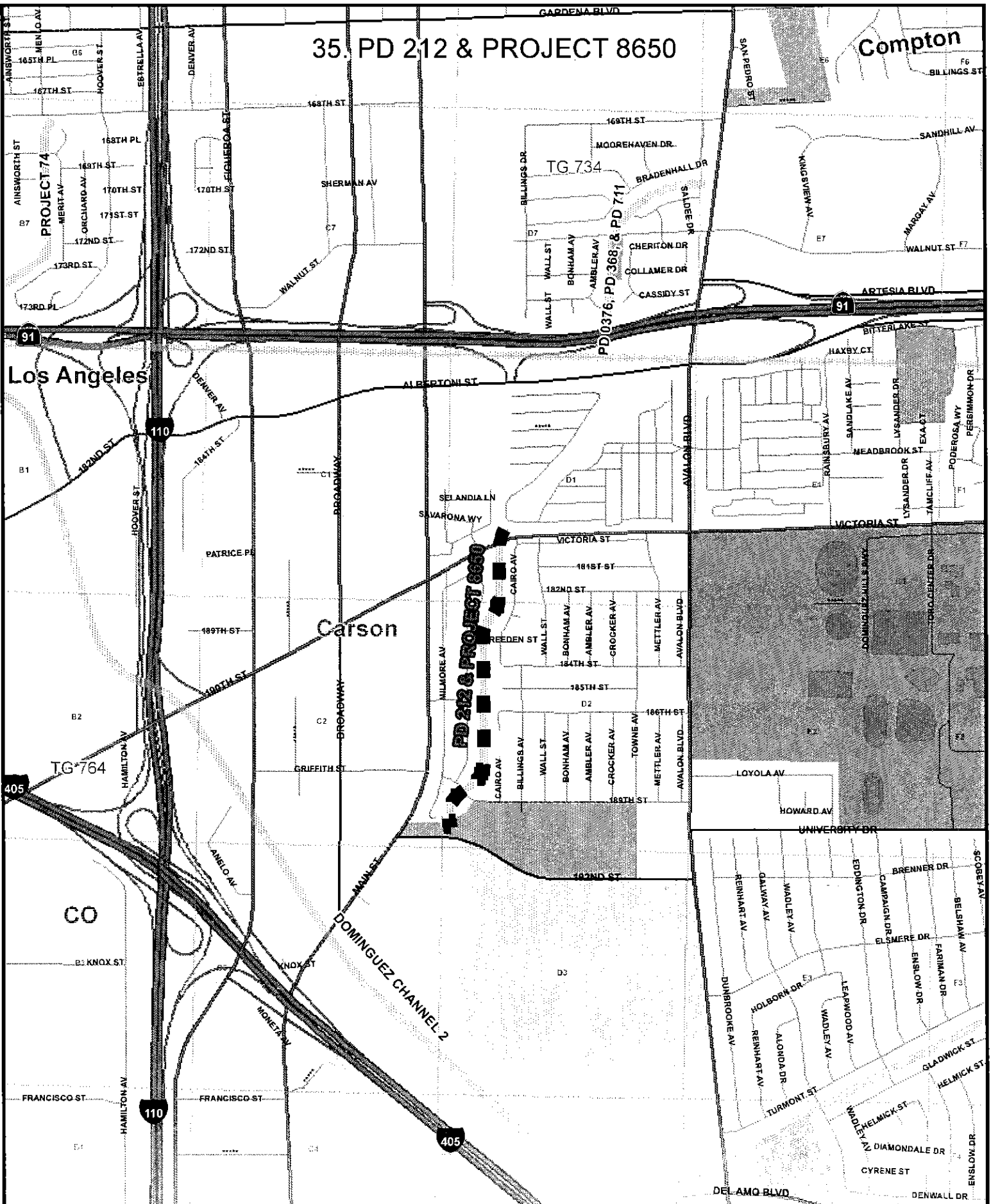


**FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT**

PREPARED BY J KITTO

DATE 04/2014

35. PD 212 & PROJECT 8650



SHEET 35 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



■ ■ ■ ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

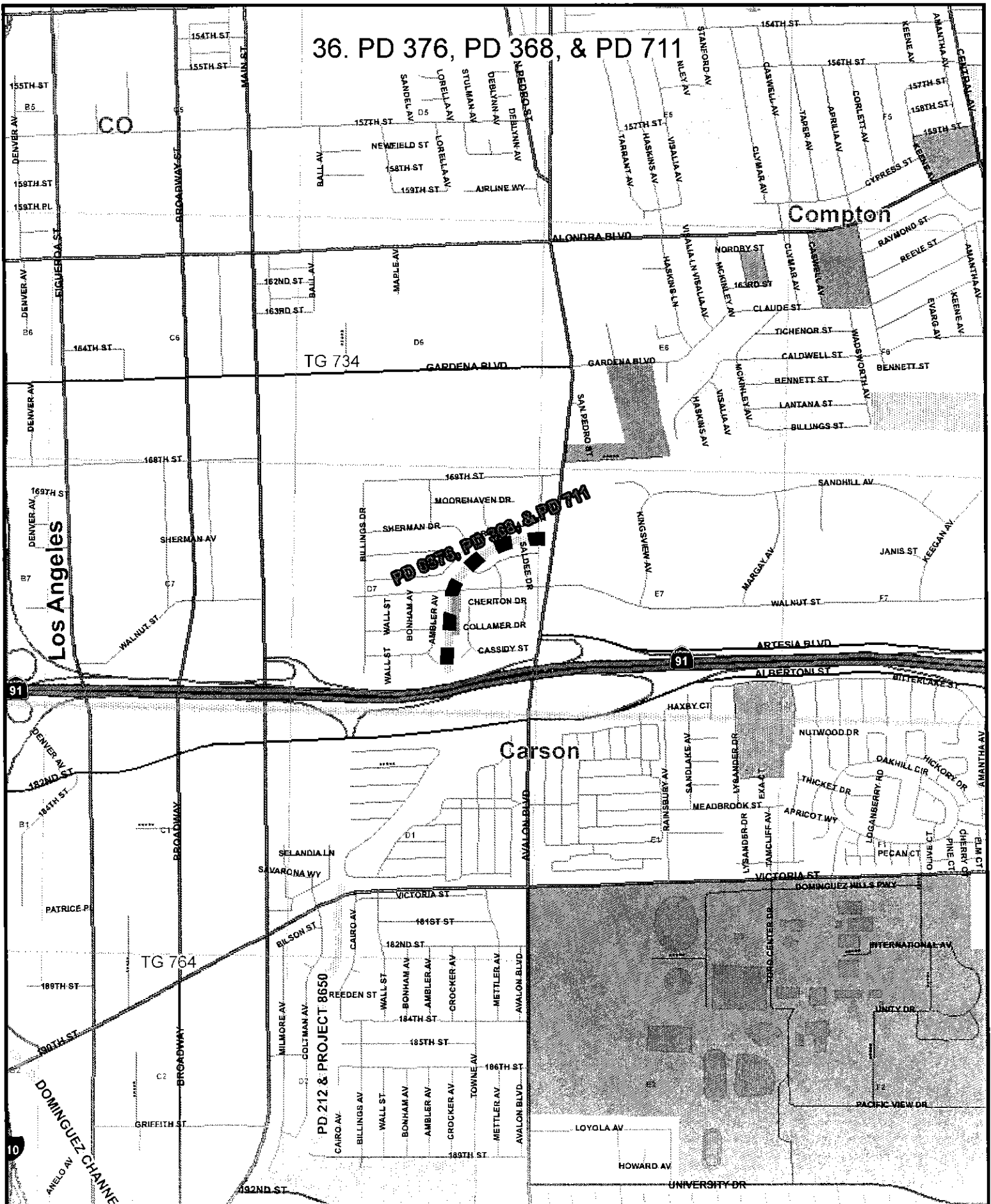


FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 04/2014

36. PD 376, PD 368, & PD 711



SHEET 36 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

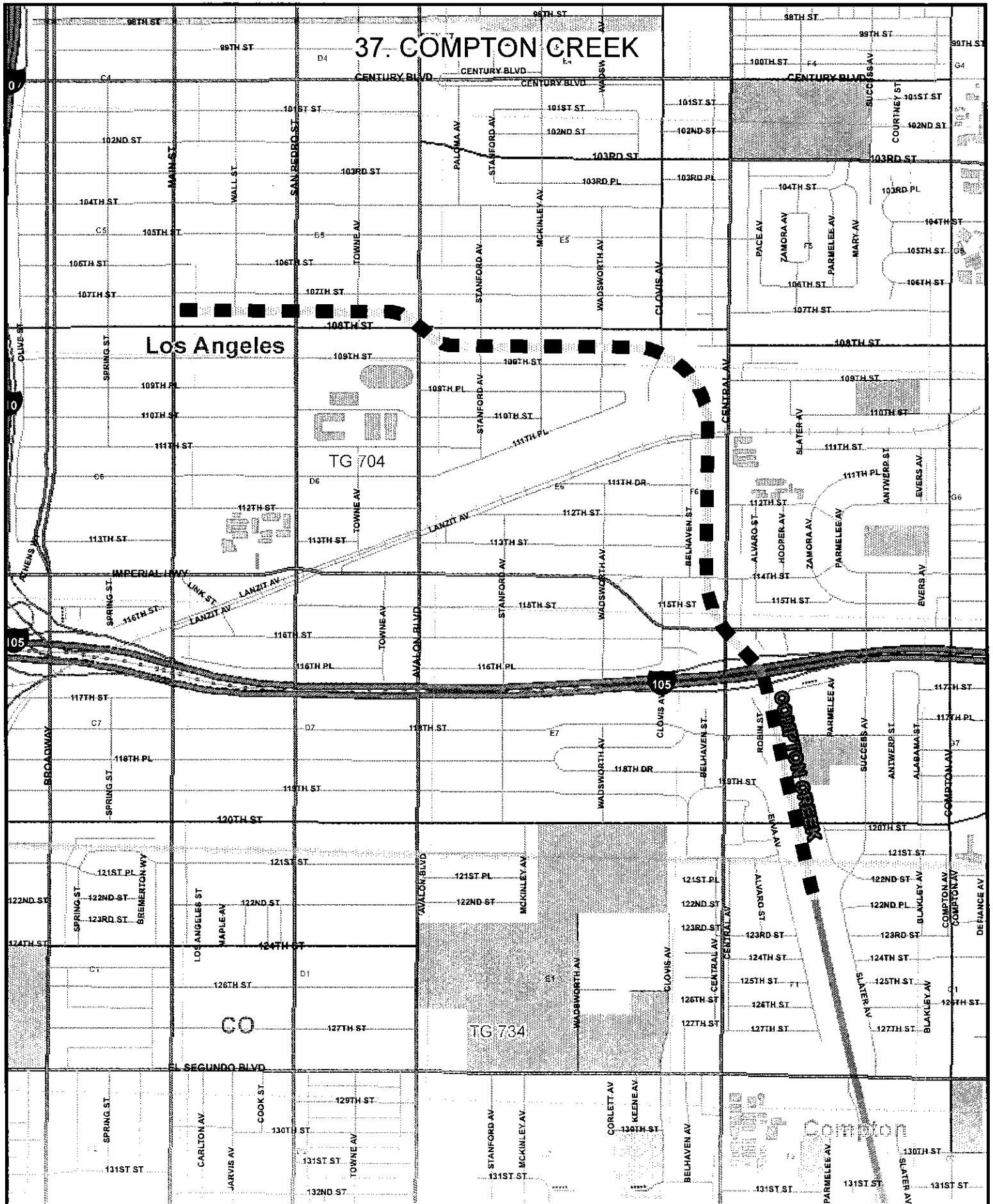


FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 04/2014

37. COMPTON CREEK



SHEET 37 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

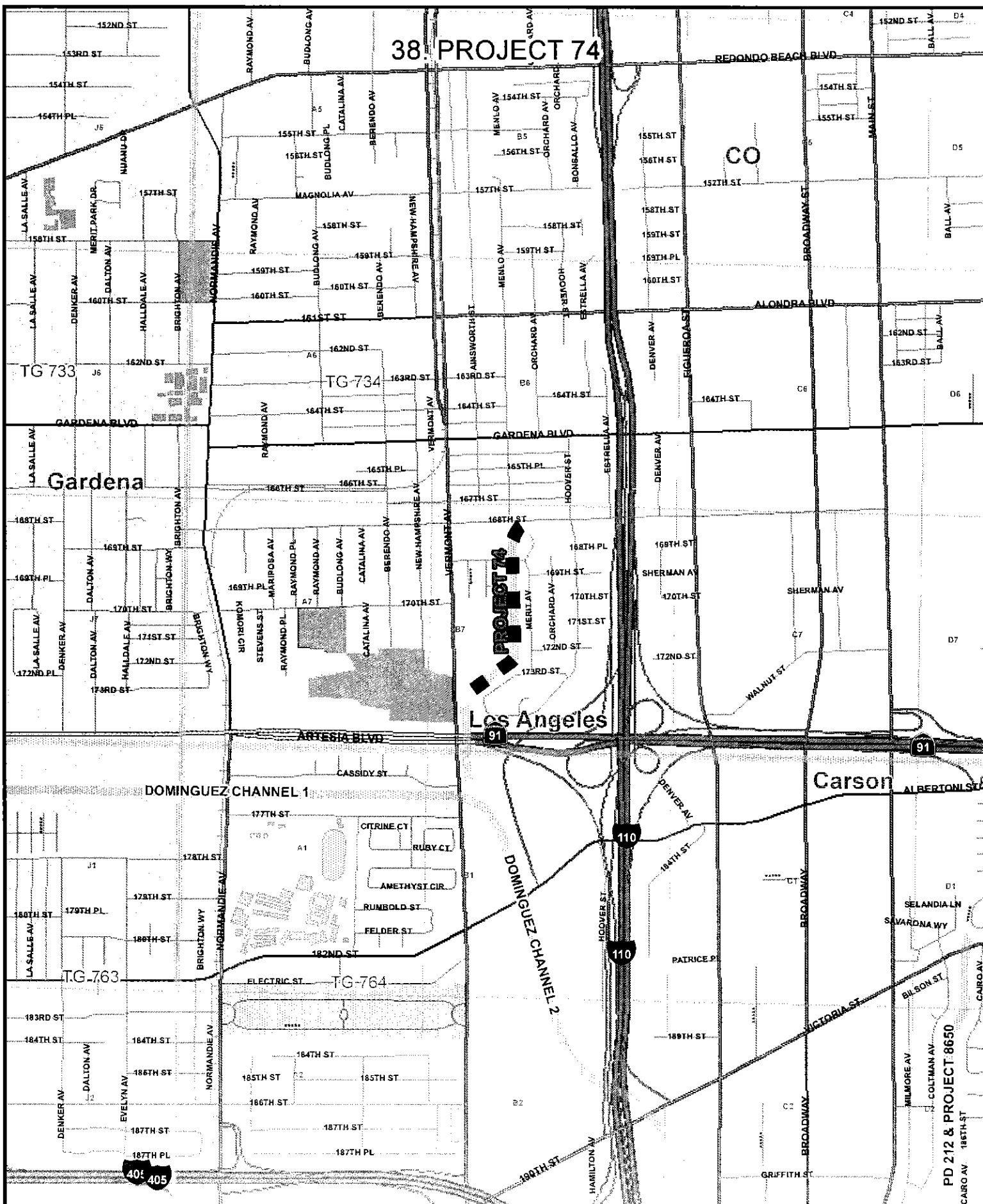


FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 04/20/14

38. PROJECT 74



SHEET 38 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

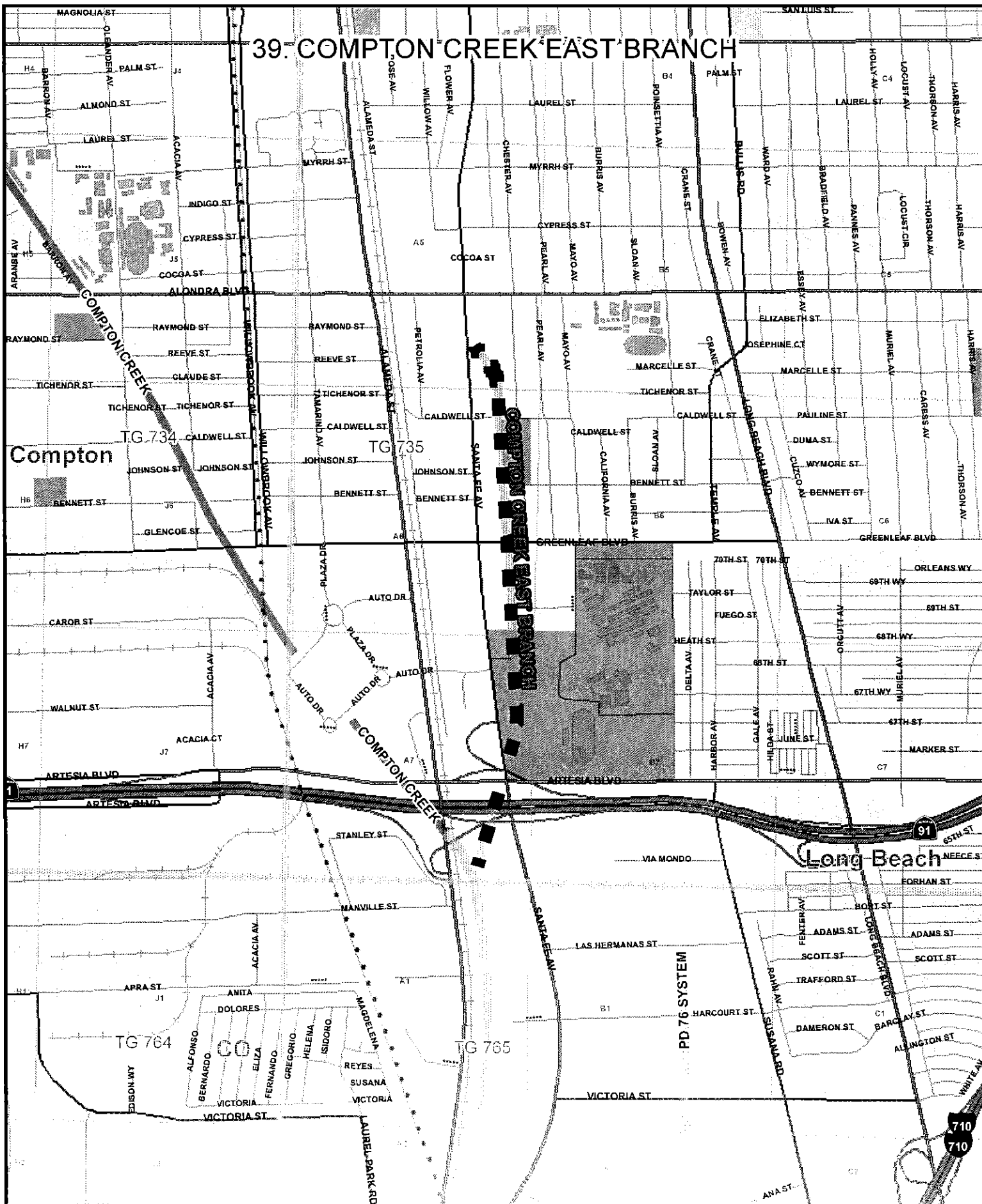


FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J.KITTO

DATE 04/2014

39. COMPTON CREEK EAST BRANCH



SHEET 39 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

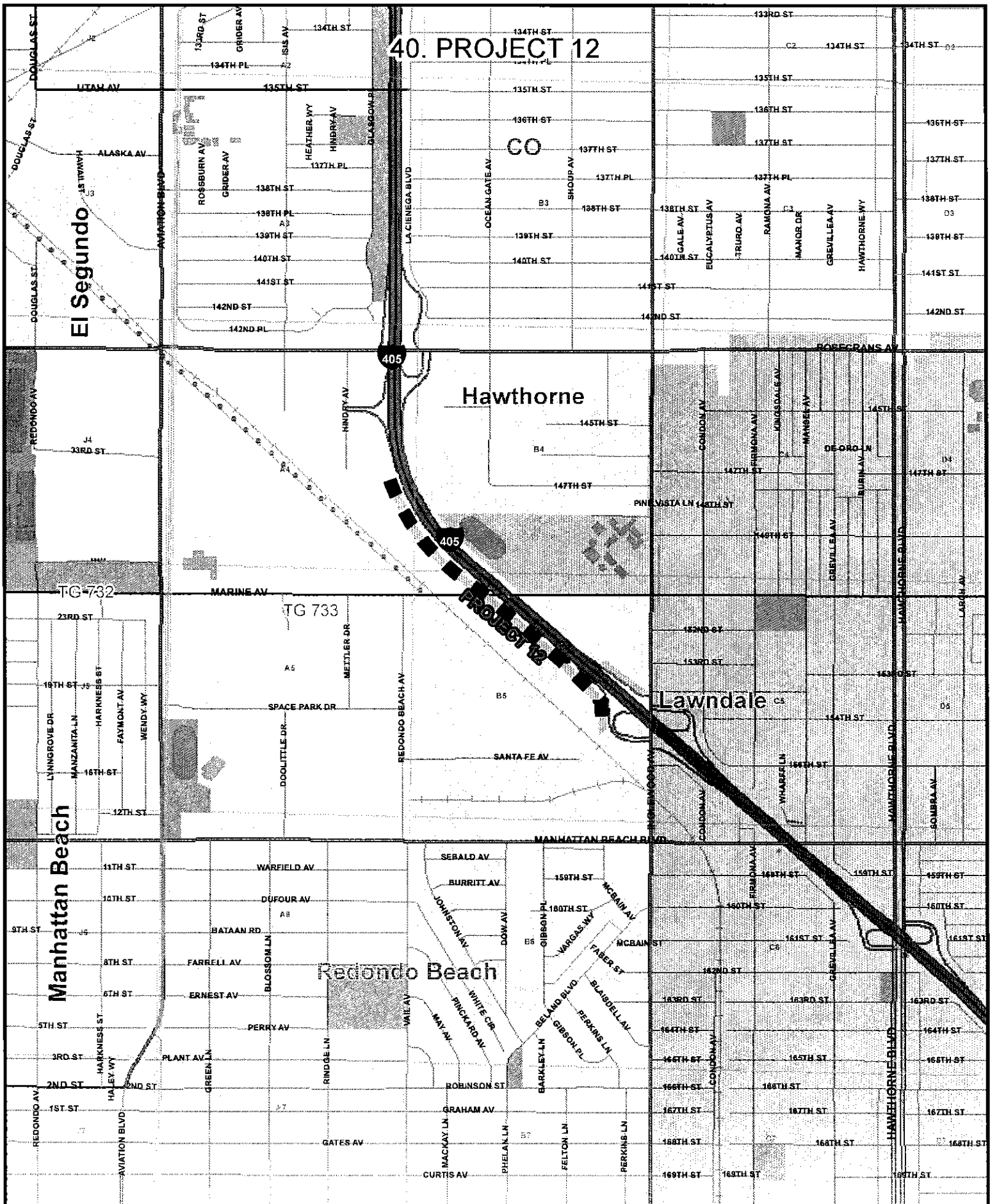


FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY J KITTO

DATE: 04/20/14

40. PROJECT 12



SHEET 40 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

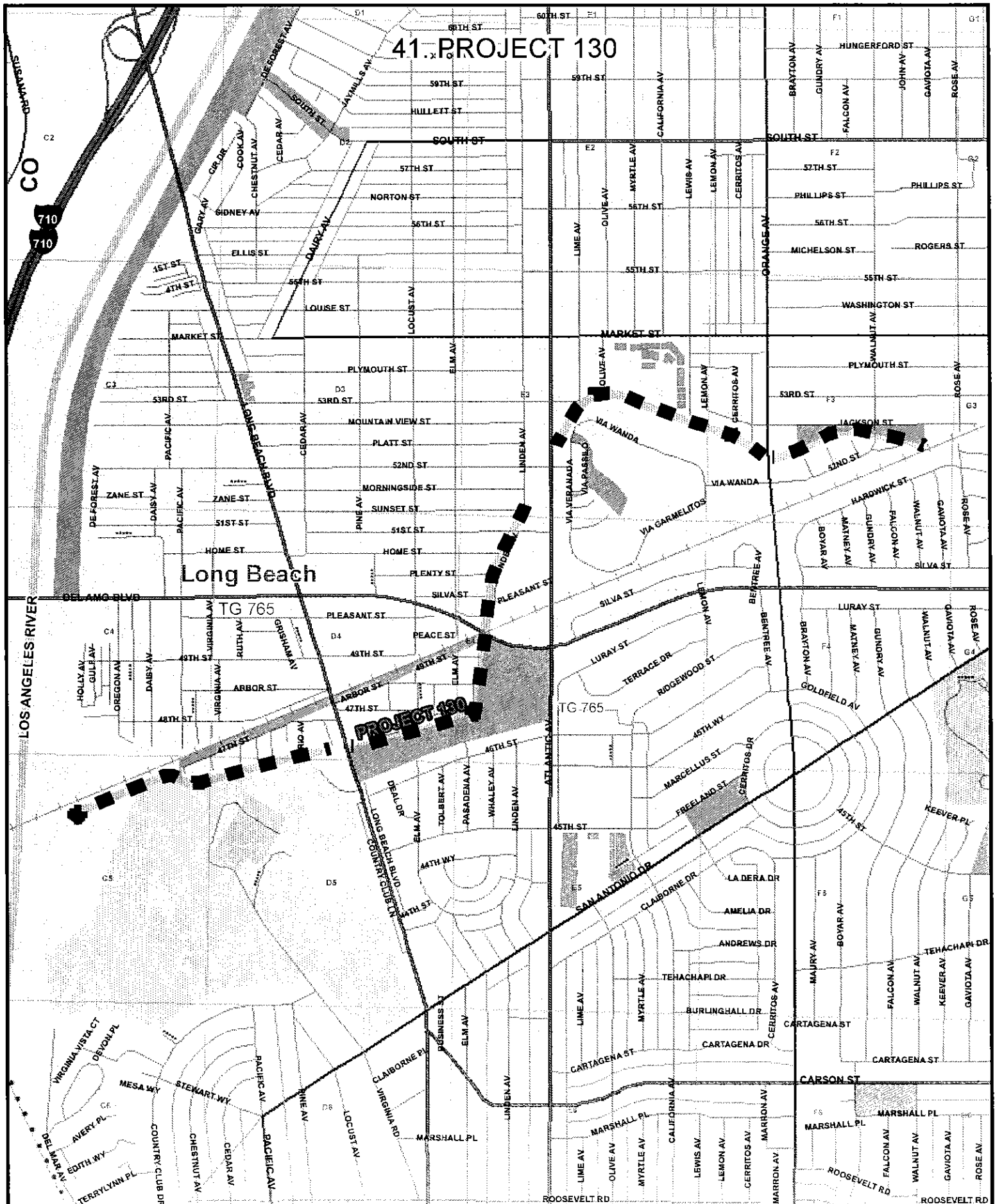


FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 04/2014

41 PROJECT 130



SHEET 41 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

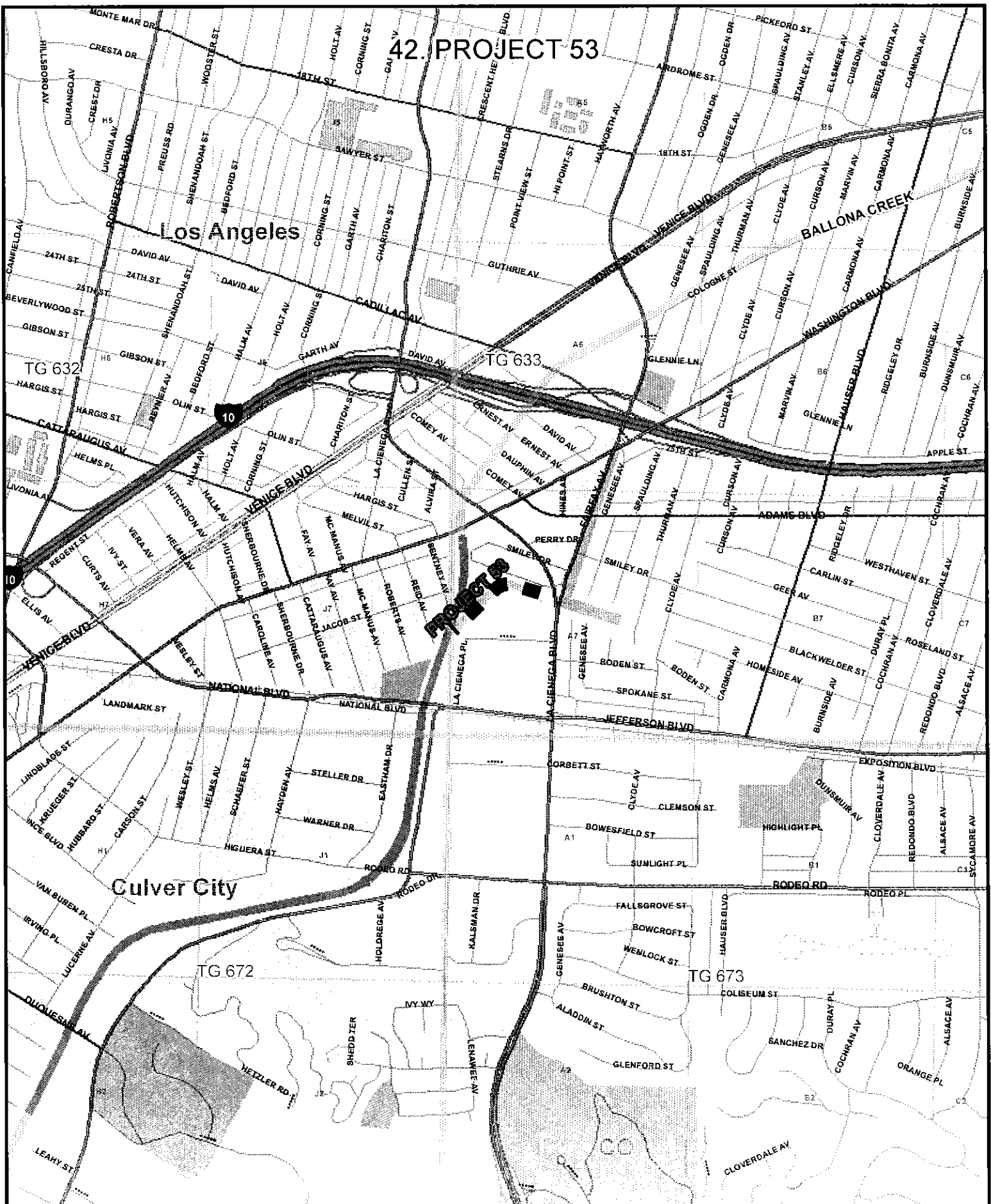


FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 04-2314

42. PROJECT 53



SHEET 42 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

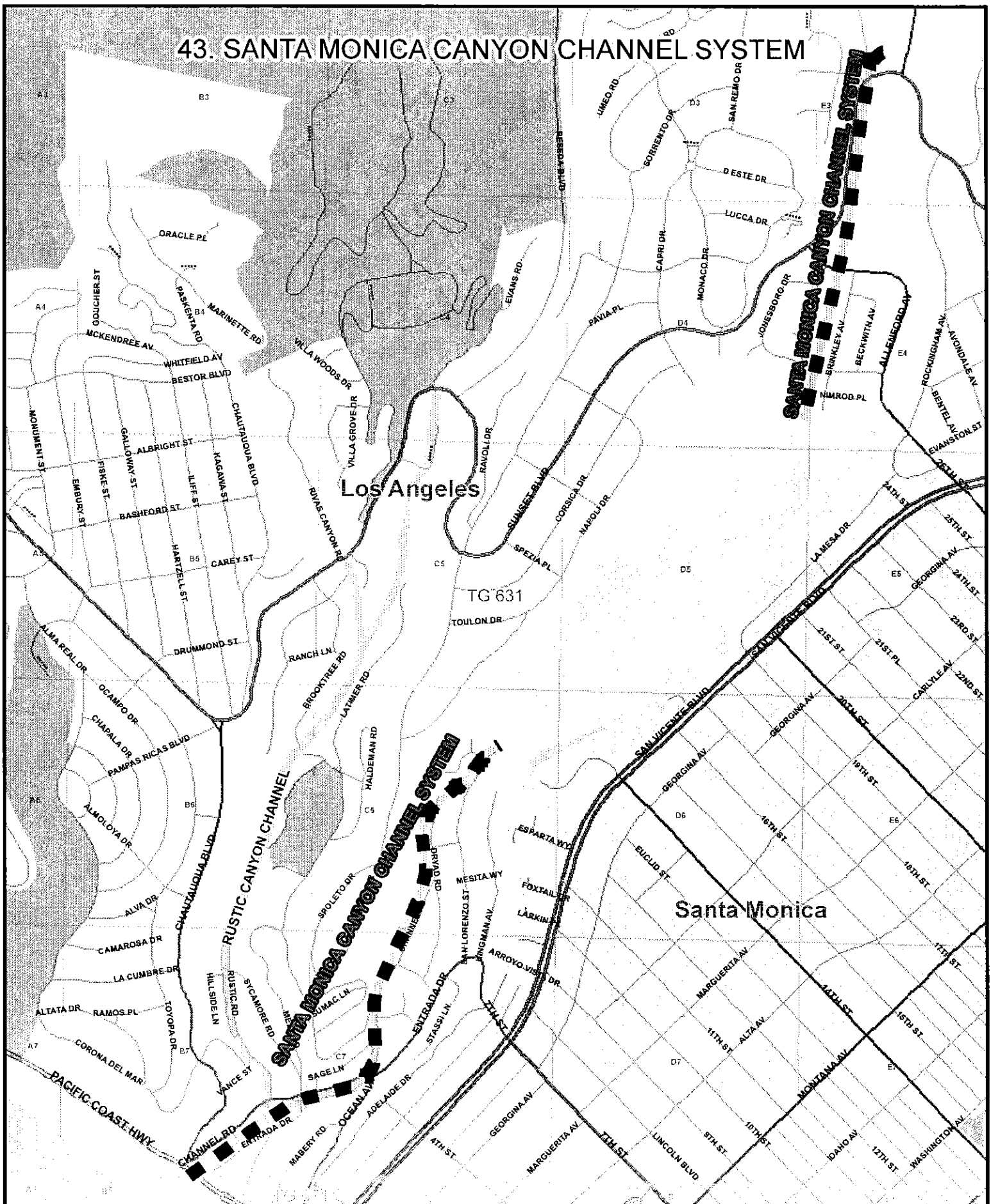


FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 04/2014

43. SANTA MONICA CANYON CHANNEL SYSTEM



SHEET 43 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS



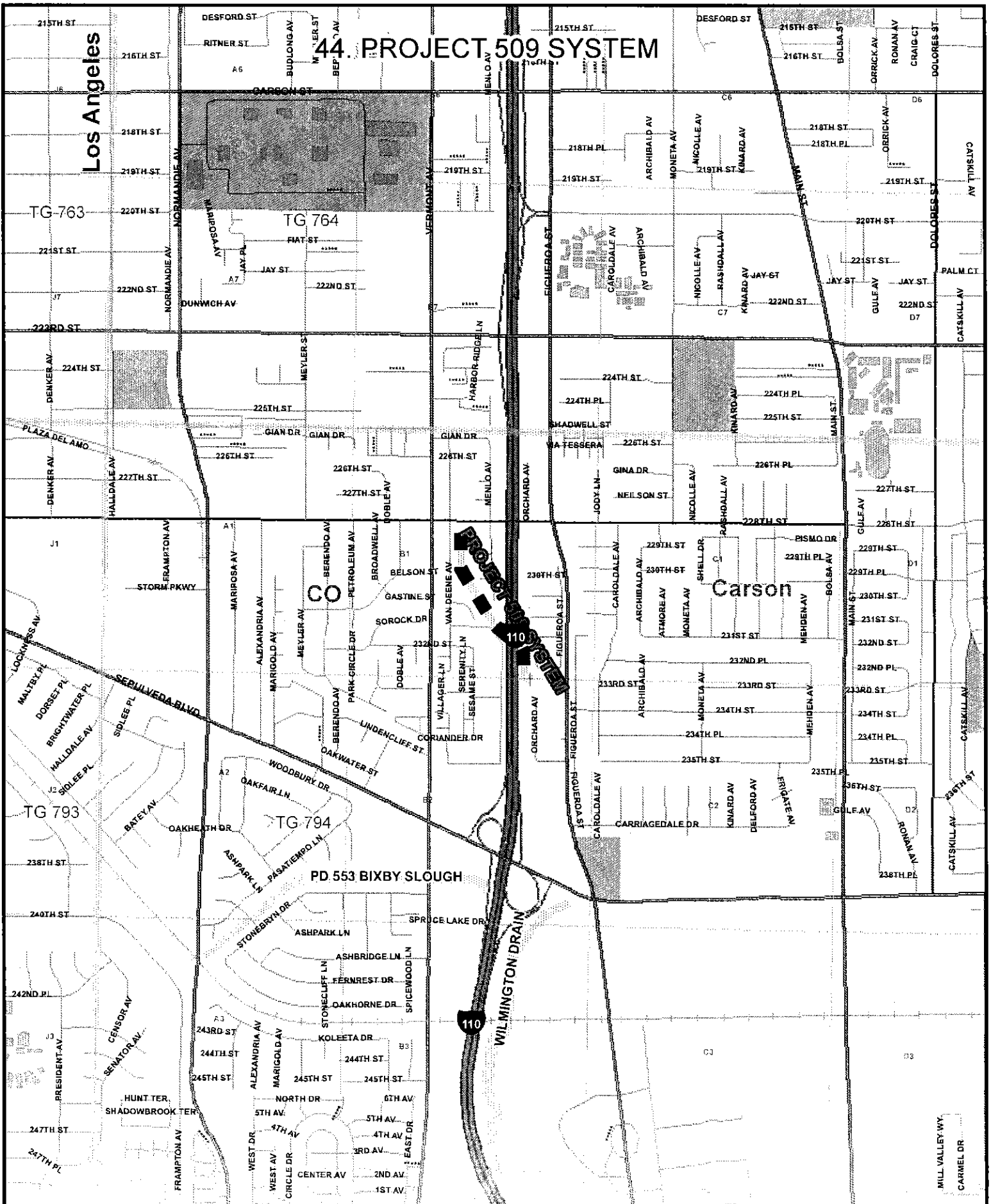
FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY J KITTO

DATE: 04/2014

Los Angeles

44. PROJECT 509 SYSTEM



SHEET 44 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

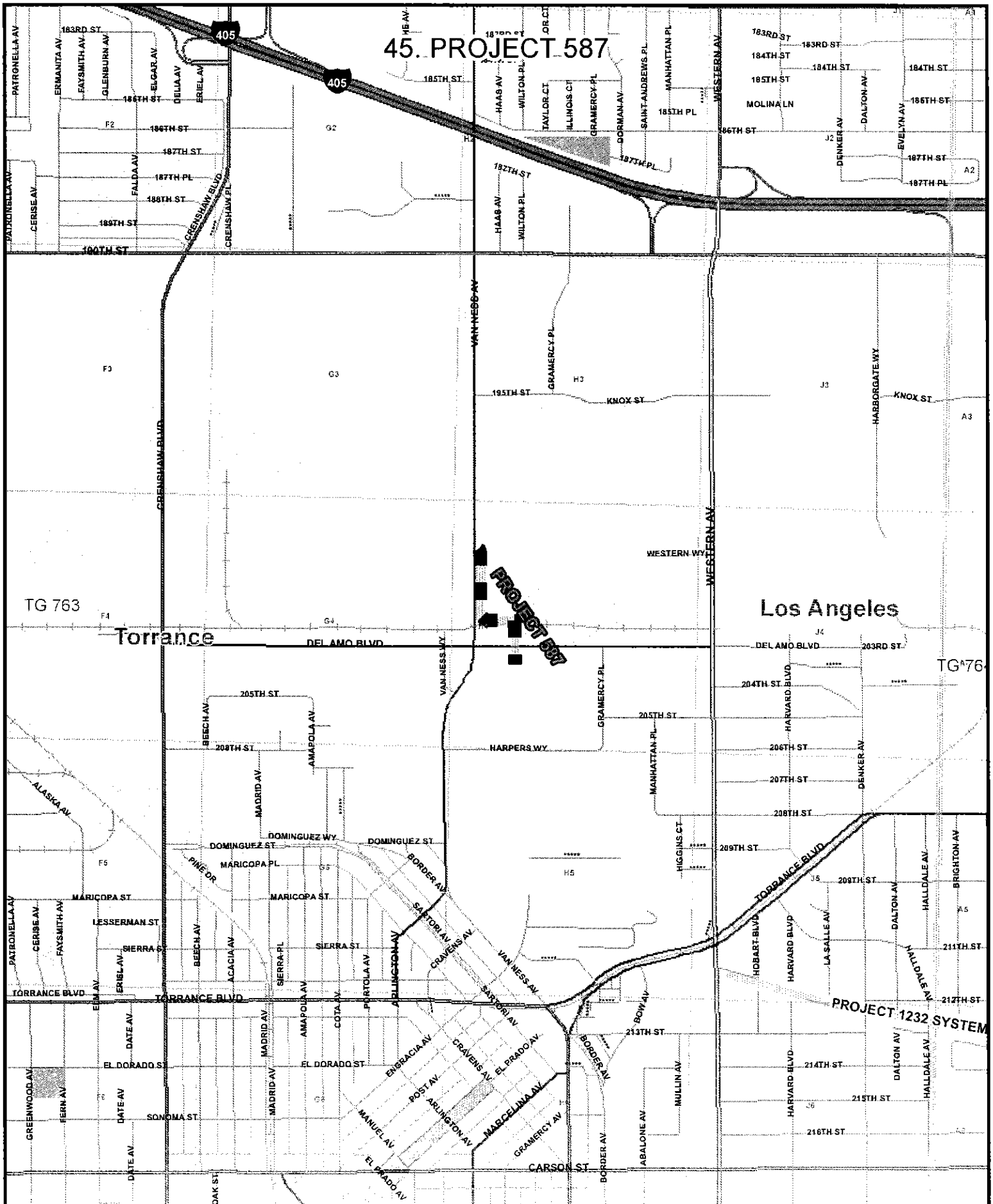


FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

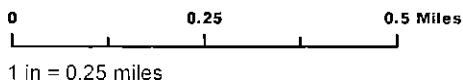
PREPARED BY: J. KITTO

DATE: 04/2014

45. PROJECT 587



SHEET 45 OF 52



ROW Clearing

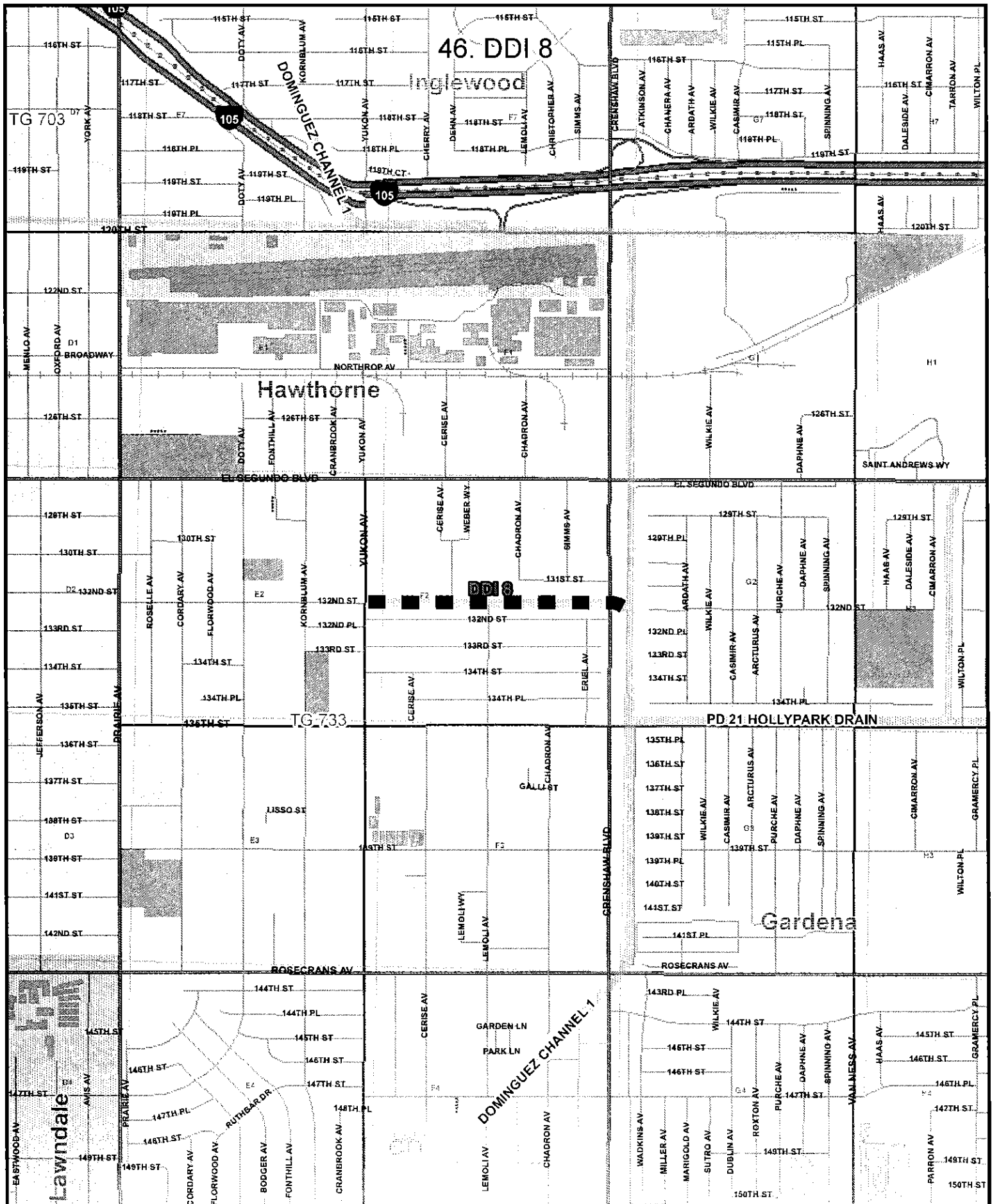
COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS



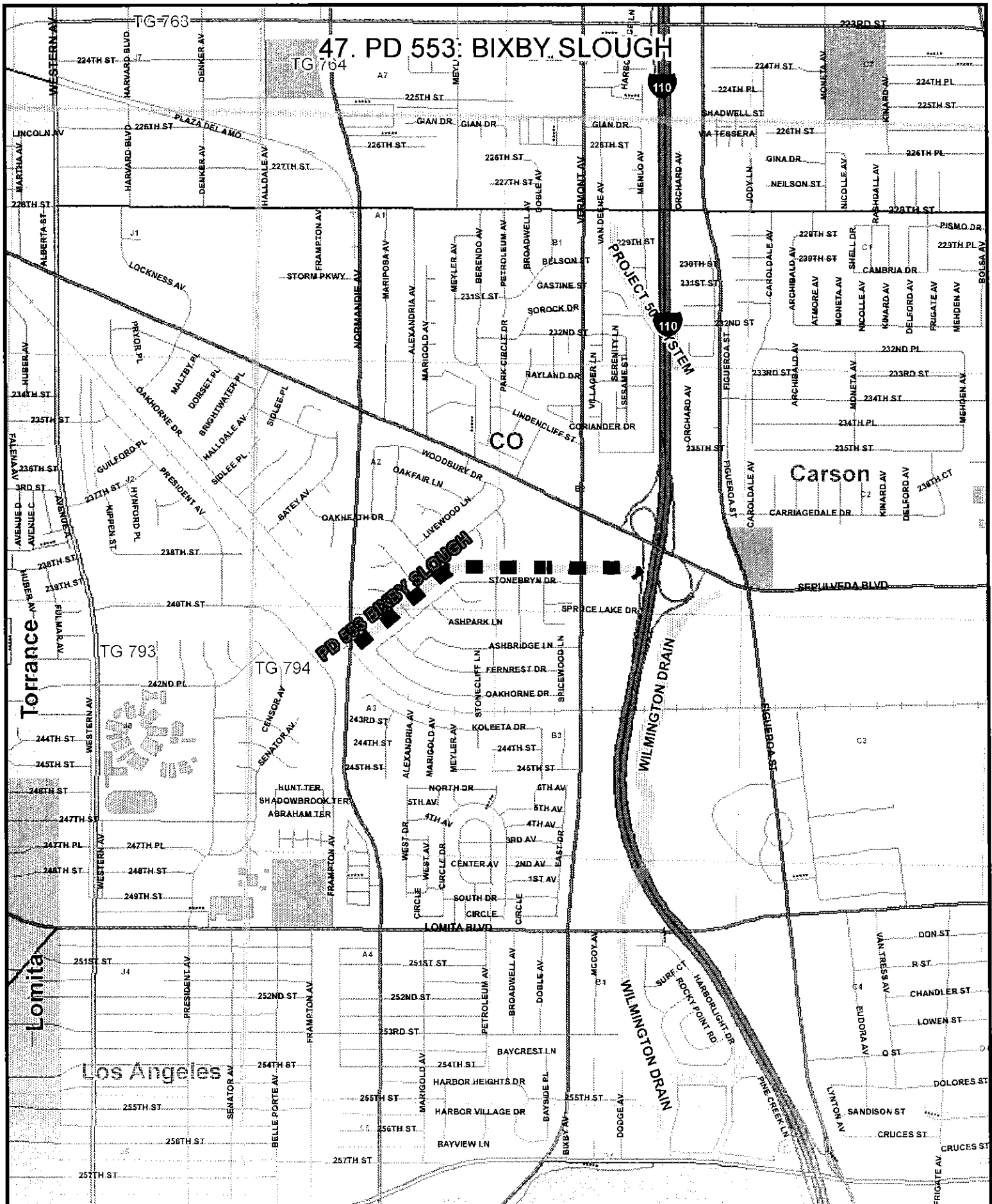
FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 04/2014



47. PD 553: BIXBY SLOUGH



SHEET 47 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

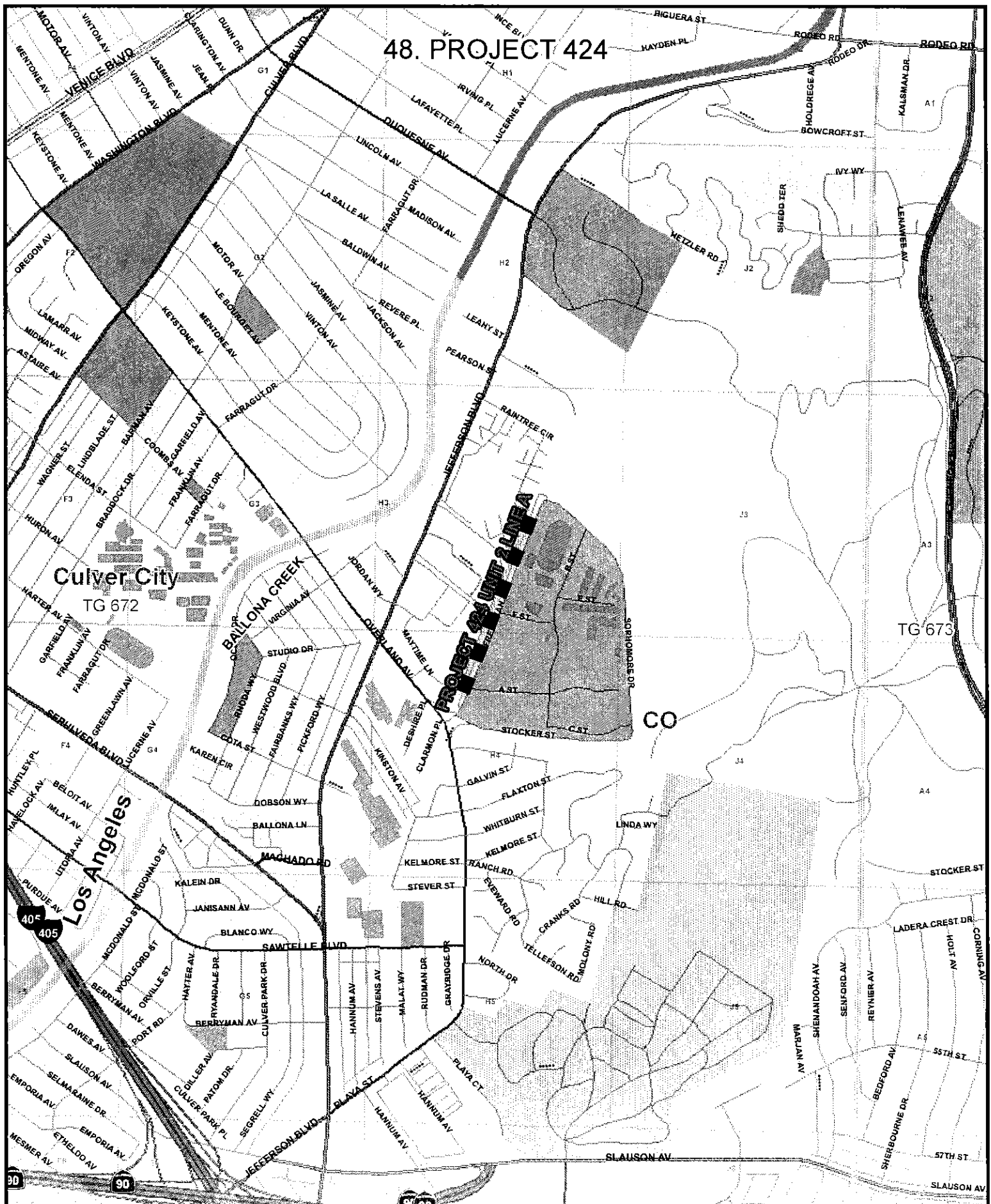


FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

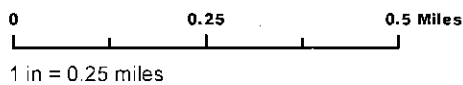
PREPARED BY: J. KITTO

DATE: 04/2014

48. PROJECT 424



SHEET 48 OF 52



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COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS
FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J. KITTO

DATE: 04/2014

[illegible]

1 in = 0.25 miles



☐ ☐ ☐ ROW Clearing

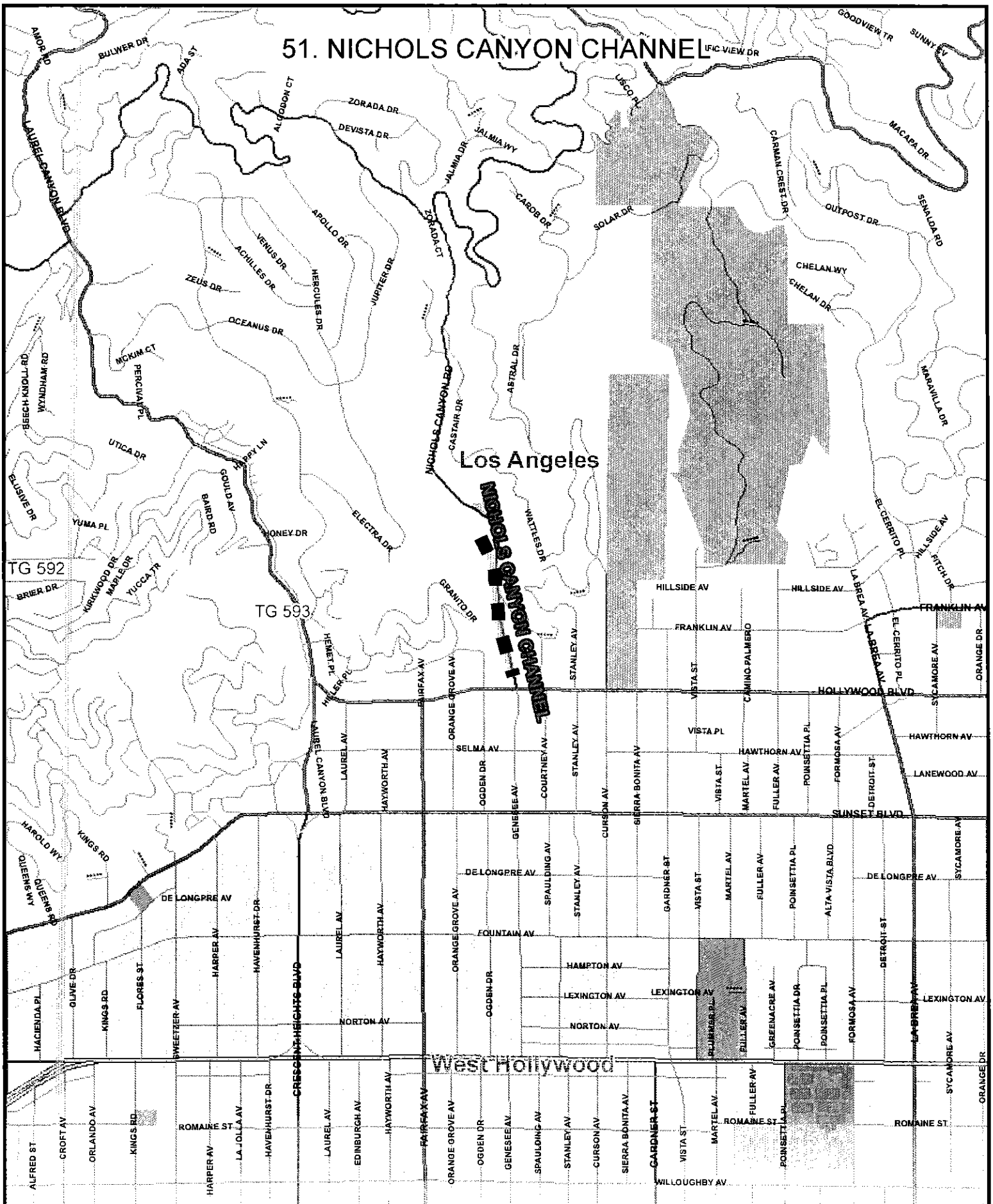


**FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT**

PREPARED BY: JKITO

DATE: 04/20/14

51. NICHOLS CANYON CHANNEL



SHEET 51 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



ROW Clearing

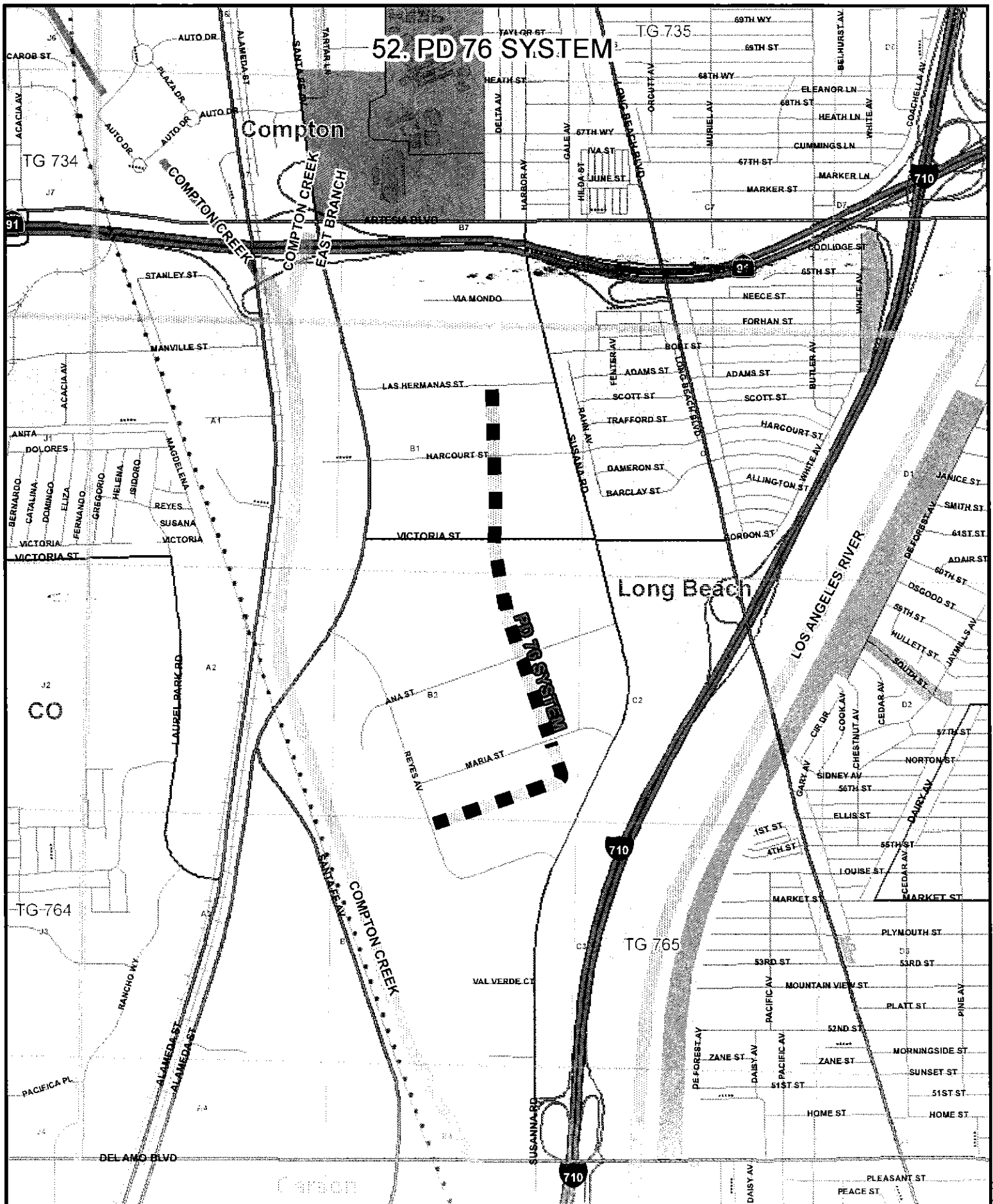
COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS



FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT

PREPARED BY: J KITTO

DATE: 04/2014



SHEET 52 OF 52

0 0.25 0.5 Miles

1 in = 0.25 miles



ROW Clearing

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS



**FLOOD MAINTENANCE DIVISION
2014 FMD SOUTH AREA
CHANNEL RIGHT OF WAY
CLEARING CONTRACT**

PREPARED BY: J. KITTO

DATE: 04/2014