



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**

May 13, 2015

### **NOTICE OF REQUEST FOR PROPOSALS FOR MAINTENANCE PROGRAM FOR NONADVERTISING BUS STOP AMENITIES - SOUTH COUNTY (2015-PA014)**

PLEASE TAKE NOTICE that Public Works requests proposals for the contract Maintenance Program for Nonadvertising Bus Stop Amenities - South County (2015-PA014). This contract has been designed to have a potential maximum contract term of five years consisting of an initial one-year term and four potential additional one-year optional renewals. The total annual contract amount of this service is estimated to be \$750,000. 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. Ani Karapetyan at (626) 458-4050, [akarapetyan@dpw.lacounty.gov](mailto:akarapetyan@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. The Proposer or its managing employee must have a minimum of five years of experience performing the routine and emergency cleaning, repair, and maintenance of nonadvertising bus stop amenities.

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2. Proposer and/or subcontractor(s), if any, must have one of the following:
  - A valid and active California-issued General Engineering Contractor's license Class A.
  - A valid and active California-issued General Building Contractor's license Class B.
  - A valid and active State of California-issued Limited Specialty Classification C-61 (D34) Prefabricated Equipment Contractor's license.
3. Proposer must possess the required valid Waste Collector Permit issued by the County Department of Public Health naming the Proposer as the permittee or a copy of the application for a Waste Collector Permit naming the Proposer as the permittee at the time of proposal submission. **Subcontracting is not allowed to meet this requirement.**
4. Proposer and/or its subcontractor(s), if any, must submit proof of a valid and active California-issued Department of Industrial Relations Public Works Contractor Registration pursuant to Labor Code 1725.5. Pending registrations will not be accepted.

A Proposers' Conference will be held on **Thursday, May 28, 2015, at 2 p.m.** at Public Works Headquarters, 900 South Fremont Avenue, Alhambra, California 91803, in Conference Room D. **ATTENDANCE BY THE PROPOSER OR AN AUTHORIZED REPRESENTATIVE AT THE CONFERENCE 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 Thursday, June 11, 2015, at 5:30 p.m.** Please direct your questions to Ms. Karapetyan at the number provided listed on the first page.

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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

  
PATRICK V. DeCHELLIS  
Deputy Director

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**COUNTY OF LOS ANGELES**  
**DEPARTMENT OF PUBLIC WORKS**  
**REQUEST FOR PROPOSALS**  
**FOR**  
**MAINTENANCE PROGRAM FOR NONADVERTISING**  
**BUS STOP AMENITIES – SOUTH COUNTY**  
**(2015-PA014)**



Approved May 13, 2015  
Gail Farber  
Director of Public Works

By: Patricia V. DeChellis  
Deputy Director



REQUEST FOR PROPOSALS  
FOR  
MAINTENANCE PROGRAM FOR NONADVERTISING  
BUS STOP AMENITIES – SOUTH COUNTY (2015-PA014)

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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 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.** Proposals received from Proposers not signed in as attending this conference 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. The Proposer or its managing employee must have a minimum of five years of experience performing the routine and emergency cleaning, repair and maintenance of nonadvertising bus stop amenities.
2. Proposer and/or Subcontractor(s), if any, must have one of the following:
  - A valid and active California-issued General Engineering Contractor's license Class A.
  - A valid and active California-issued General Building Contractor's license Class B.
  - A valid and active California-issued Limited Specialty Classification C-61 (D34) Prefabricated Equipment Contractor's license.

3. Proposer must possess the required valid Waste Collector Permit issued by the County Department of Public Health naming the Proposer as the permittee or a copy of the application for a Waste Collector Permit naming the Proposer as the permittee at the time of proposal submission. **Subcontracting is not allowed to meet this requirement.**
4. Proposer and/or its Subcontractor(s), if any, must submit proof of a valid and active California-issued Department of Industrial Relations Public Works Contractor Registration pursuant to Labor Code 1725.5. Pending registrations will not be accepted.

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. Ani Karapetyan  
P.O. Box 1460  
Alhambra, California 91802-1460

E-mail: [akarapetyan@dpw.lacounty.gov](mailto:akarapetyan@dpw.lacounty.gov)  
Telephone: (626) 458-4050  
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 12, 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 Avenues for Independence (GAIN) or General Relief Opportunity for Work (GROW) Programs or shall attest to a willingness to consider GAIN/GROW participants for any future employment openings if they meet the minimum qualifications for that opening. Proposers shall attest to a willingness to provide employed GAIN/GROW participants access to the Proposers' 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](http://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 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. Living Wage Program

1. Proposers are advised that the Board has enacted the Living Wage Program (Form LW-1) for Contracts awarded under the authority of Los Angeles County Code, Chapter 2.121.250 through 2.121.420 ("Proposition A") as well as cafeteria service Contracts. In doing so, the Board made a finding that the Living Wage Program was not only to provide living wage and health benefits to employees working on these County Contracts, but it is also intended to relieve the County of the burden for providing social and health services to persons who receive less than a living wage. Any Contract resulting from this solicitation will be awarded under the Proposition A authority. The Living Wage Program (Los Angeles County Code, Chapter 2.201) requires Contractors and Subcontractors, if any, to pay their full-time employees providing these requested services no less than the County's living wage. The County has established the living wage as \$11.84 per hour without health benefits and \$9.64 per hour with qualifying health benefits. Contractors/Subcontractors to qualify for the lower hourly wage rate of \$9.64, the Contractor/Subcontractor shall pay at least an additional \$2.20 per hour toward the provision of a bona fide health care, vision, and/or dental benefit plan for each employee and any dependents. Contractors/Subcontractors will not be allowed to pay less than \$2.20 per hour toward an employee health benefit and pay the difference to the employee. Each Proposer shall complete the Contractor Living Wage Declaration (Form LW-3) and submit it with the Proposal, or, if appropriate, may submit the Living Wage Ordinance - Application for Exemption (Form LW-2), **at least seven days prior to the proposal submission deadline**. The requirements and terms of the Living Wage Program are nonnegotiable. Proposals that fail to comply with the requirements of the Living Wage Program will be considered nonresponsive and excluded from further consideration.
2. Proposer is further notified that throughout the term of the Contract resulting from this solicitation, the Contractor and its Subcontractor(s), if any, will be required to submit periodic monitoring reports for each employee providing services under the Contract, certifying under penalty of perjury, the hours worked, wages paid, and amounts paid towards each employee's health benefits.
3. At any time during the term of the Contract resulting from this solicitation, the County may conduct an audit of the successful Proposer's records as well as field visits with the Proposer's employees to ascertain compliance with the Living Wage Program.

4. Also, the successful Proposer will be required to place specified living wage posters at their place of business and locations where the Proposer's employees are working. The successful Proposer will also be required to distribute County-provided notices to each of its employees providing services to the County at least once per year.
5. Violations of the provisions of the Living Wage Program will subject the successful Proposer to withholding of monies owed it under the Contract, liquidated damages, termination, and/or debarment from future County Contracts in accordance with Section 2.202.040 of Los Angeles County Code.
6. The Proposer will have to demonstrate a history of business stability, integrity in employee relations, and financial ability to pay the Living Wage.
7. Any Proposer who submits false information may be barred from participating in this solicitation and future County solicitations/Contracts in accordance with Section 2.202.040 of Los Angeles County Code.

N. 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>.

O. 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.

P. 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.

Q. 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, fundraising 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).

R. 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; any Exhibits; and Attachments. Proposers are also requested to review Attachment 1, Policy on Doing Business with Small Business; Attachment 2, Listing of Contractors Debarred in Los Angeles County; 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.

S. Security and Background Investigations

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 or other agency or entity acceptable to county 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 of whether the member of Contractor's staff passes or fails the background investigation.

If a member of Contractor's staff does not pass the background investigation, County may request that the member of Contractor's staff be removed immediately from performing services under the Contract. Contractor shall comply with County's request at any time during the term of the Contract. County will not provide to Contractor or to Contractor's staff any information.

T. 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.

U. Vendor Registration

Proposers must register online with the County's web-based vendor registration system to facilitate the Contract award process. Registration can be accomplished online via the Internet by accessing the County's home page at <https://camisvr.co.la.ca.us/webven/default.asp> and click on "New Registration." Being registered will assist the Proposer in receiving notifications of the release of County solicitations that may be of interest to the Proposer.

V. Disabled Veteran Business Enterprise (DVBE) Preference Program

1. The County will give Disabled Veteran Business Enterprise (DVBE) Preference during the solicitation process to businesses that meet the definition of a 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 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 DVBE Preference, Proposer must complete and submit the Request for DVBE 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 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>.

W. 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.

X. Prevailing Wage

The Contractor and Subcontractors, if any, shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any Contract for public work, as defined in the Labor Code, unless currently registered and qualified to perform public work pursuant to Section 1725.5. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded.



The County shall not accept any proposal nor award any Contract to perform work without proof of the Proposer and Subcontractor's current DIR registration. A copy of the confirmed registration from the DIR must be attached to the Proposal. Proposals submitted by an unregistered Contractor shall be a basis for considering the proposal nonresponsive with limited exceptions from this requirement for bid purposes only under applicable Labor Law.

An inadvertent error in listing an unregistered Subcontractor pursuant to Labor Code, Section 1725.5, in a bid proposal shall be grounds for considering the bid nonresponsive, unless:

1. The Subcontractor is registered prior to the bid opening.
2. Within 24 hours after the bid opening, the subcontractor is registered and has paid the penalty registration fee specified in subparagraph (E) of paragraph (2) of subdivision (a) of Section 1725.5.

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](http://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, 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.
  - The Proposer or its managing employee must have a minimum of five years of experience performing the routine and emergency cleaning, repair, and maintenance of nonadvertising bus stop amenities.

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 include the following specific information:

- Contractor's process or method for treating wastewater preventing discharge into the storm drain.

The staffing plan must designate a qualified quality control inspector (see Quality Assurance, Section 7 below).

The Work Plan shall include the Proposer's proposed full-time employees staffing plan (Form LW-8). Proposer will be required to assign and use full-time employees to provide services under the proposed Contract, unless Proposer demonstrates to the satisfaction of the County the need to use non-full-time employees based on staffing efficiency or the County requirements of an individual job.

If the Proposer desires to assign and use non-full-time employees to provide these or a part of these requested services, the Proposer shall submit to the listed Contract Analyst **at least seven days before the deadline to submit Proposals**, a detailed written request, attaching all documentation necessary to substantiate the request. Based on the County's review of the Proposer's request and submitted documentation, the County will determine, at its sole discretion, whether the Proposer may use non-full-time employees. The County's decision will be final.

## 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-20, 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. Financial Resources

Submit copies of the proposing entity's financial statements, which have been prepared by a Certified Public Accountant for the most current three full fiscal years. All the financial statements submitted shall be prepared in accordance with Generally Accepted Accounting Principles. Statements should include the company's assets, liabilities, and net worth. At a minimum, statements must include a balance sheet (statement of financial position), income statement, and statement of cash flow. All pertinent schedules and footnotes, if applicable, should be provided for evaluation. If audited statements are available, these shall be submitted. Self-prepared financial statements, income tax returns, and personal financial records are unacceptable. Financial records will not be held confidential unless they are properly designated as trade secrets in

accordance with Part I, Section 3.H, Notice to Proposers Regarding the Public Records Act.

11. Licenses, Certifications, and Permits

Submit copies of the Proposer's, employees', and/or Subcontractors' valid and active State of California-issued General Engineering Contractor's license (Class A), California-issued General Building Contractor's license (Class B), or California-issued Limited Specialty Classification C-61 (D34) Prefabricated Equipment Contractor's license.

Proposer must also possess the required valid Waste Collector Permit issued by the County Department of Public Health naming the Proposer as the permittee or a copy of the application for a Waste Collector Permit naming the Proposer as the permittee at the time of proposal submission.

**Subcontracting is not allowed to meet this requirement.**

12. 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.

13. Record Keeping

The Proposer (and any Subcontractors) is required to comply with State and Federal labor regulations and record keeping requirements. The objective of this request is to determine the appropriateness, scope, and suitability of the procedures the Proposer uses and the internal controls in place to ensure compliance with State and Federal labor regulations and record keeping requirements. In order to appropriately evaluate this area, it is critical that the Proposer submit a detailed description of the processes and the steps associated with those processes on Form LW-9, Wage and Hour Record Keeping for Living Wage Contracts. It is preferred that the Proposer provide additional details to ensure a clear picture of the firm's processes and controls. Proposers must answer all questions thoroughly. If Proposer believes a question is not applicable, indicate with "N/A" and explain why such question is not applicable.

14. 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 Proposer's Compliance with the Minimum Requirements of the RFP
- PW-20 Statement of Equipment Form
- LW-2 Living Wage Ordinance – Application for Exemption (If requesting exemption, submit at least seven days before due date for Proposals)
- LW-3 Contractor Living Wage Declaration
- LW-4 Living Wage Acknowledgment and Statement of Compliance
- LW-5 Labor/Payroll/Debarment History (Disclose full details of any such determinations, claims, and/or debarments.)
- LW-7 Proposer's Medical Plan Coverage
- LW-8 Proposer's Staffing Plan and Cost Methodology. (Total annual price listed on LW-8 must match the total proposed annual price listed in Form PW-2. If a discrepancy is found between Form PW-2 and Form LW-8, correctly calculated prices on Form PW-2, in accordance with Section 3.L, Proposal Prices and Agreement of Figures, shall prevail.)
- LW-9 Wage and Hour Record Keeping for Living Wage Contracts

(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.)

15. 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
LW-2	Living Wage Ordinance – Application for Exemption (If requesting exemption, submit at least seven days before due date for Proposals.)
LW-3	Contractor Living Wage Declaration
LW-4	Living Wage Acknowledgment and Statement of Compliance
LW-5	Labor/Payroll/Debarment History (Disclose full details of any such determinations, claims, and/or debarments.)
LW-9	Wage and Hour Record Keeping for Living Wage Contracts.

16. Living Wage Ordinance – Application for Exemption

If the Proposer believes that it does not fall within Living Wage Program's definition for "employer" or that it meets any of the exceptions to the Living Wage Program as stated in Form LW-1, Living Wage Program, Section 2.201.020, Definitions, and/or Section 2.201.090, Exceptions, then the Proposer must complete and submit to the listed Public Works Contract Analyst, Form LW-2, Living Wage Ordinance – Application for Exemption, **at least seven days prior to the deadline to submit proposals** and include in its submission all necessary documentation to support the claim such as the last two years' tax returns and last State payroll tax return, if claiming exception as a small business, a copy of the applicable collective bargaining agreement, or an IRS Determination Letter, if claiming exception as nonprofit corporation qualified under Internal Revenue Code, Section 501(c)(3). Upon reviewing the Proposer's application, the County will determine, in its sole discretion, whether the Proposer falls within the definition of "employer" or meets any of the exceptions to the Living Wage Program. The County's decision will be final.

Note that the collective bargaining agreement exception applies if it is demonstrated to the County that the agreement is bona fide and that the

agreement expressly provides that it supersedes all of the provisions of the Living Wage Program, or (if not all) those specific provisions that are superseded. The Proposer is subject to any provision of the Living Wage Program not expressly superseded by the collective bargaining agreement. All exemption requests are to be delivered or sent via facsimile to the Contract Analyst.

A Proposer is required to complete all applicable forms, LW-2 to LW-9, even if the Proposer is approved for Living Wage Program Exemption.

17. Fuel Cost Adjustment

Proposer must indicate whether, at the time of proposal submission, it purchases its fuel via a long-term agreement or at market price.

18. Bid Guaranty

- a. A bid guaranty is required of each Proposer and shall be made payable to the County of Los Angeles in an amount of 10 percent of the Proposal's "Total Proposed Annual Price" from the Form PW-2, Schedule of Prices. The bid guaranty can either be in the form of cash, certified check, cashier's check, or an original bond, executed by the Proposer and issued by a California-admitted Surety (including power of attorney). No other form of bid guaranty will be accepted. The bid guaranty may be prepared on the Surety's standard form. Proposers shall pay all bid guaranty premiums, costs, and incidentals.
- b. The successful Proposer's bid guaranty will be retained until the successful Proposer has executed the Agreement and provided all required proof of insurance and contract security, either 14 calendar days after Board approval or 14 days prior to Contract start date, whichever occurs last. If the successful Proposer fails to execute and deliver the Agreement and to furnish the required proof of insurance and Contract security or makes any misrepresentation or commits any fraud in connection with the procurement of the Agreement within the time frame stated above, the County may annul the award approval, and the bid guaranty of the Proposer shall be forfeited. All other proposers' bid guaranties will be returned upon the successful Proposer's execution of the Agreement, providing all required proof of insurance and Contract security.
- c. If a bid bond is submitted, it must be payable to County and executed by a corporate surety licensed to transact business ("admitted") as a surety in the State of California. The corporate surety must be approved by the County. The County may verify the accuracy and authenticity of the bid guaranty submitted.

Proposals failing to provide the requested bid guaranty at the time of Proposal submission will be immediately rejected as nonresponsive.

19. 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 are responsible to include paper copies of all information, including information on the electronic copies, 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 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 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. Responses to this solicitation shall become the exclusive property of the County. Absent extraordinary circumstances, the recommended proposer's proposal will become a matter of public record when (1) Contract negotiations are complete; (2) (Department) receives a letter from the recommended Proposer's authorized officer that the negotiated Contract is the firm offer of the recommended Proposer; and (3) (Department) releases a copy of the recommended Proposer's proposal in response to a Notice of Intent to Request a Proposed Contractor Selection Review under Board Policy No. 5.055. Notwithstanding the above, absent extraordinary circumstances, all proposals will become a matter of public record when the Department's proposer recommendation appears on the Board agenda. Exceptions to disclosure are those parts or portions of all proposals that are justifiably defined as business or trade secrets, and plainly marked by the Proposer 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 the 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 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](http://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 and original performance bond, if required, 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-19.
7. Proposer, employees, and/or Subcontractors have submitted copies of valid and active California-issued General Engineering Contractor's license (Class A), California-issued General Building Contractor's license (Class B), or California-issued Limited Specialty Classification C-61 (D34) Prefabricated Equipment Contractor's license.

Proposer must also possess the required valid Waste Collector Permit issued by the County Department of Public Health naming the Proposer as the permittee or a copy of the application for a Waste Collector Permit naming the Proposer as the permittee at the time of proposal submission. **Subcontracting is not allowed to meet this requirement.**

**Proposers who do not possess and/or have not listed Subcontractors who possess the required licenses/certifications/permits at the proposal deadline date will be disqualified as nonresponsive.**

8. Proposer submitted information regarding Experience and Work Plan as outlined in Part I, Section 2.A.
9. Proposer is signed in as attending the Proposers' Conference
10. 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.
11. If Proposer is not exempt, Proposer has indicated on Form LW-3, Contractor Living Wage Declaration, it will meet the Living Wage Program employee payment requirements and has included their contribution for the identified medical plan. Proposals that include hourly and health benefit payments that do not comply with Living Wage Program requirements, shall be rejected as nonresponsive unless the Proposer has been granted exemption status pursuant to a fully documented request for exemption in compliance with the Living Wage Program, Form LW-2, Living Wage Ordinance - Application for Exemption (Part I, Section 2.A.15).
12. Proposer's staffing plan identifies full-time employees of the Proposer who will perform the required work unless the Proposer has demonstrated the necessity of part-time staff to the County's satisfaction in accordance with Part I, Section 2.A.6, Work Plan. Proposers may submit part-time staffing plans for approval before the due date for receipt of Proposals in accordance with Part I, Section 2.A.6.

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 (50 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 this evaluated item. Other Proposals will receive a prorated score calculated 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 (10 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 10/3 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. 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 the Proposer's responsibility to ensure that its references respond promptly to Public Works' requests for information.

3. Experience (10 points)

Proposer or its managing employee must have a minimum of five years of experience performing the routine and emergency cleaning, repair, and

maintenance of nonadvertising bus stop amenities. 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 scores for the higher quality and quantity of experience of the Proposer, its key personnel, supervising employee, 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 and a review of terminated Contract(s) reported on Form PW-14, Proposer's List of Terminated Contracts. 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. Financial Resources (5 Points)

The Proposal may be submitted to Public Works financial staff for comments and/or evaluation. The Proposer's financial statements or annual reports will be evaluated on the extent to which the statements demonstrate that the Proposer has financial and business stability ensuring it can continue to pay the living wage as defined in this Part I, Section 1.L, Living Wage Program, and can perform the work throughout the term of the Contract. Financial statements or annual reports that are incomplete or unaudited (compiled, reviewed, or self-prepared) may be given a low or zero score.

A score of zero in this evaluation category may result in rejection of the Proposal as nonresponsive. Public Works reserves the right to review the Proposer's past ability to appropriately pay a Living Wage under active and expired Contracts awarded by the County and/or other local agencies, additional business history, and/or other information to demonstrate financial resources and viability, verified by an independent third-party. Although no additional points will be awarded as a result of this review, a favorable finding may result in Public Works not rejecting the Proposal as nonresponsive, even though the Proposal may have scored a zero in this category.

5. Work Plan (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:

- Contractor's process or method for treating wastewater preventing discharge into the storm drain.

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 Quality Assurance, the Program must detail how that Subcontractor will interface with the Proposer and comply with the Program.

In addition, Form LW-8, Staffing Plan and Cost Methodology, may be considered in evaluating the Work Plan.

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.

6. 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 dedicated and/or designated as backup to perform the work, as listed on the Statement of Equipment Form (Form PW-20), 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.

7. Demonstrated Controls over Labor/Payroll Record Keeping (5 points)

Proposer will be evaluated on the firm's labor/payroll record keeping system and regulatory compliance information as requested in Form LW-9, Wage and Hour Record Keeping for Living Wage Contracts.

The County may conduct site visits to audit Proposer's labor/payroll record keeping system and processes.

Significant unacceptable weakness in the Proposer's Labor/Payroll Record Keeping or lack of it in the Proposal 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. Public Works reserves the right to review Proposer's past Labor/Payroll Record Keeping procedures under Living Wage type Contracts awarded by the County and/or other local agencies for compliance with State and generally acceptable labor and payroll record keeping laws and practices. Although no additional points will be awarded as a result of this review, a favorable finding may result in Public Works not rejecting the Proposal as nonresponsive even though the Proposal may have scored a zero in this category.

8. 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 two 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.

9. Deduction for Labor Law/Payroll Violations

In evaluating proposals, the County will review the Proposer's history of labor law/payroll violations (including, but not limited to, violations or pending claims pertaining to wages, hours, and working conditions, such as minimum wage, prevailing wage, living wage, the Fair Labor Standard Act, employment of minors, or unlawful employment discrimination). To facilitate this process, Proposer must submit with its Proposal a completed Living Wage Acknowledgment and Statement of Compliance Form (Form LW-4 and LW-5) and disclose on that form: (1) any determination by a public entity within three years of the Proposal's submission date that the Proposer committed a labor law/payroll violation, and (2) any pending claim that involves an incident of labor law/payroll violation occurring within three years of the Proposal's submission date.

Applying established criteria as set forth in Form LW-6, Guidelines for Assessment of Proposer Labor Law/Payroll Violations, the County may deduct from 1 to 20 percent of the maximum number of available evaluation points for labor law/payroll violations with substantially increased deductions for Proposer's failure to disclose reportable violations. "Pending Claim" (i.e., claims that do not have a final disposition) will not result in point deductions; however, such claims may be reported to the Board before a Contract is awarded.

10. 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.

In the event that the highest-rated Proposer receives a low score or zero score in Financial Resources criteria in this Part I, Section 4.E, Evaluation Criteria, Public Works reserves the right to request a County approved performance guaranty such as a letter of credit or performance bond in an amount up to 100 percent of the annual Contract amount. If the Proposer is unwilling to provide the requested performance guaranty acceptable to the County or is unable to provide the performance guaranty within the requested time frame from the County, 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.

**TABLE OF FORMS**  
**(LIVING WAGE CONTRACT)**

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
PW-10	GAIN AND GROW EMPLOYMENT COMMITMENT
PW-11	TRANSMITTAL FORM TO REQUEST AN RFP SOLICITATION REQUIREMENTS REVIEW (Submit only if requesting a review.)
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	PROPOSER'S COMPLIANCE WITH THE MINIMUM REQUIREMENTS OF THE RFP
PW-20	STATEMENT OF EQUIPMENT FORM

**LIVING WAGE PROGRAM**

LW-1	LOS ANGELES COUNTY CODE CHAPTER 2.201 - LIVING WAGE PROGRAM
LW-2	LIVING WAGE ORDINANCE - APPLICATION FOR EXEMPTION (If requesting exemption, submit at least seven days before due date for Proposals.)
LW-3	CONTRACTOR LIVING WAGE DECLARATION
LW-4	LIVING WAGE ACKNOWLEDGMENT AND STATEMENT OF COMPLIANCE

LW-5	LABOR/PAYROLL/DEBARMENT HISTORY
LW-6	GUIDELINES FOR ASSESSMENT OF PROPOSER LABOR LAW/PAYROLL VIOLATIONS
LW-7	PROPOSER'S MEDICAL PLAN COVERAGE
LW-8	PROPOSER'S STAFFING PLAN AND COST METHODOLOGY
LW-9	WAGE AND HOUR RECORD KEEPING FOR LIVING WAGE CONTRACTS

#### **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

<b>DATE:</b> , 2015		<b>THE UNDERSIGNED HEREBY DECLARES AS FOLLOWS:</b>	
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:			
<b>DECLARANT INFORMATION</b>			
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:			
<b>PROPOSER INFORMATION</b>			
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

MAINTENANCE PROGRAM FOR NONADVERTISING  
BUS STOP AMENITIES –SOUTH COUNTY (2015-PA014)

=====

In accordance with Specifications, the undersigned Proposer is herewith submitting the following Proposal for the performance of the work as described in these Specifications, subject to the Proposer furnishing all labor, supervision, materials, equipment, taxes, shipping and handling, and all other applicable charges. Using the examples given below calculate your maintenance, replacement, relocation, removal, and reinstallation costs for bus stop shelters, solar panels and apparatus; bus benches; and trash receptacles. Costs must also be submitted for trash collection, transportation, and disposal of waste at designated trash receptacles. The Unit Count shown for routine maintenance is based on the current number of the respective amenities located at the designated transit stops in the unincorporated areas of the County of Los Angeles, but may be revised in accordance with Section 2 of the Scope of Work, Work Location.

I. MAINTENANCE, REPLACEMENT, RELOCATION, REMOVAL, AND REINSTALLATION OF BUS STOP AMENITIES

A. ROUTINE MAINTENANCE

EXAMPLE						
<u>Unit Count</u>		<u>Monthly Unit Rate</u>		<u>Monthly Payment Rate</u>	<u>Months</u>	<u>Annual Proposed Amount</u>
3059	X	\$7.4724	=	\$22,858.07	X 12	= \$274,296.85
Two hundred seventy-four thousand two hundred ninety-six dollars and eighty-five cents.						

Using the example above, please calculate your costs for maintenance of the existing facilities:

**FORM PW-2**

1. Maintenance of the Bus Stop Shelters (each shelter includes a bench, a trash receptacle, and is either hard-wired or has solar panels on top of the shelter or attached to a stand-alone pole)

Once-a-week maintenance of entire bus stop shelter including, but not limited to, the bench, trash receptacle, and stand-alone solar light pole at designated transit stops located in the unincorporated areas of the County of Los Angeles.

Sites may include one and/or more shelters, benches, or trash receptacles.

Proposed maintenance (including examining electrical or solar-powered lighting for functionality, if applicable) cost for shelter with electric hard-wire, solar panel attached to top of shelter, or no lighting.							
<u>Unit Count</u>		<u>Unit Rate Per Visit</u>		<u>Visit Subtotals</u>		<u>Estimated Weeks</u>	<u>Annual Proposed Amount</u>
251*	X	\$	=	\$	X	52	= \$
Write out annual proposed amount in full, below: _____							

\*Locations are marked "hard-wire", "solar panel," or "none" under the "Lighting" column in Exhibit E.1.

Proposed maintenance cost (including cost to examine solar-powered lighting for functionality) for shelter with solar panel attached to a stand-alone solar light pole.							
<u>Unit Count</u>		<u>Unit Rate Per Visit</u>		<u>Visit Subtotals</u>		<u>Estimated Weeks</u>	<u>Annual Proposed Amount</u>
13*	X	\$	=	\$	X	52	= \$
Write out annual proposed amount in full, below: _____							

\*Locations are marked "solar pole" under the "Lighting" column in Exhibit E.1.



2. Pressure Wash

Pressure wash each bus stop shelter every six weeks.

Proposed cost for pressure washing each bus shelter.							
<u>Unit Count</u>		<u>Unit Rate Per Visit</u>		<u>Visit Subtotals</u>		<u>Estimated Weeks</u>	<u>Annual Proposed Amount</u>
263*	X	\$	=	\$	X	9	= \$
Write out annual proposed amount in full, below: _____							

\*Locations in Exhibit E.1.

3. Maintenance of Stand-Alone Solar Light Poles

Once-a-week maintenance of stand-alone solar light poles, including examine the functionality of each stand-alone solar light pole.

Proposed maintenance cost for the stand-alone solar light pole.							
<u>Unit Count</u>		<u>Unit Rate Per Visit</u>		<u>Visit Subtotals</u>		<u>Estimated Weeks</u>	<u>Annual Proposed Amount</u>
185*	X	\$	=	\$	X	52	= \$
Write out annual proposed amount in full, below: _____							

\*Locations in Exhibit E.4 and E.5.

4. Maintenance of Bus Benches

Once a week maintenance of bus benches and adjacent trash receptacle (if applicable) per location at designated transit stops.

Sites may include one or more benches and may include one or more trash receptacles.

Proposed maintenance cost for bus bench locations.							
<u>Unit Count</u>		<u>Unit Rate Per Visit</u>		<u>Visit Subtotals</u>		<u>Estimated Months</u>	<u>Annual Proposed Amount</u>
143*	X	\$	=	\$	X	52	= \$
Write out annual proposed amount in full, below: _____							

\*Locations in Exhibit E.2.

5. Maintenance of Stand-alone Trash Receptacles

Once a week maintenance of each stand-alone trash receptacle, not including those adjacent to bus shelters or bus benches.

Proposed maintenance cost for each stand-alone trash receptacle.							
<u>Unit Count</u>		<u>Unit Rate Per Visit</u>		<u>Visit Subtotals</u>		<u>Estimated Months</u>	<u>Annual Proposed Amount</u>
288*	X	\$	=	\$	X	52	= \$
Write out annual proposed amount in full, below: _____							

\*Locations in Exhibit E.3 (Blank under the "other non-ad item" column).

B. REPLACEMENT

1. Replacement of Bus Stop Shelter Structures and Parts

Upon request or necessity for replacement of bus stop shelter structure and parts.

Replacement of bus stop shelter (without PSA panel) structure ONLY including solar system kit. Models: Tolar Maravilla Style 13NAHP-PMTR or LNI Aurora Series Model-SL 13				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
10	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

Replacement of side ornate iron panel for bus stop shelter.				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
5	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

2. Replacement of Solar-Powered Lighting and Apparatus.

Upon request or necessity for replacement of solar panel or other related apparatus.

Replacement of solar panel attached to top of shelter.				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
10	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

**FORM PW-2**

Replacement of solar system kit (includes 2 solar panels, batteries, LED lamp, and solar lighting controller) for solar-powered lighting attached to shelter.

<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
5	X	\$	=	\$

Write out annual proposed amount in full, below:

\_\_\_\_\_

Replacement of LED lamp (SW WP6X-LED) for bus stop shelter.

<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
5	X	\$	=	\$

Write out annual proposed amount in full, below:

\_\_\_\_\_

Replacement of Urban Solar PV Stop™ solar-powered lighting (entire unit including module, pole, and parts) with same model lighting unit.

<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
5	X	\$	=	\$

Write out annual proposed amount in full, below:

\_\_\_\_\_

**FORM PW-2**

Replacement of solar panel ONLY attached to stand-alone Urban Solar PV Stop™ solar-powered lighting.

<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
5	X	\$	=	\$

Write out annual proposed amount in full, below:

\_\_\_\_\_

Replacement of stand-alone Urban Solar™ PV Stop solar-powered lighting pole ONLY.

<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
5	X	\$	=	\$

Write out annual proposed amount in full, below:

\_\_\_\_\_

3. Replacement of Bus Benches

Upon request or necessity for replacement of bus bench, including, but not limited to, bench and mounting materials.

Replacement of LNI Aurora Series Model BL-6 bus bench.

<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
10	X	\$	=	\$

Write out annual proposed amount in full, below:

\_\_\_\_\_

4. Replacement of Trash Receptacles

Upon request or necessity for replacement for either part of or the entire trash receptacle including, but not limited to, exterior frame, inner liner, dome cover, and mounting materials.

Replacement of LNI Aurora Series Model TC-32 trash receptacle (entire) unit.				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
10	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

Replacement of trash receptacle exterior frame ONLY.				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
10	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

Replacement of trash receptacle aluminum liner (container) ONLY.				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
10	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

**FORM PW-2**

Replacement of trash receptacle dome cover ONLY.				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
30	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

5. Replacement of Miscellaneous Items

Replacement of Metro transit map kiosk (mounted on stand-alone Urban Solar PV Stop™ solar-powered lighting).				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
2	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

Replacement of acrylic glass (transparent plastic) for Metro transit map kiosk.				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
8	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

Replacement of anti-mar graffiti-resistant film (to cover acrylic glass for Metro transit map kiosk).				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
8	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

C. RELOCATION

1. Relocation of Bus Stop Shelters

Upon request or necessity for relocation of bus shelter, including, but not limited to, shelter, amenities, solar panels and apparatus, and the restoration of site to original condition.

Relocation of bus stop shelter (including bench, trash receptacle, and solar panel attached to top of shelter).				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
5	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

Relocation of bus stop shelter (including bench, trash receptacle, and stand-alone Urban Solar PV Stop™ solar-powered lighting).				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
1	X	\$	=	\$
Write out annual proposed amount in full, below: _____				



2. Relocation of Stand-Alone Solar-Powered Light Poles

Upon request or necessity for relocation of stand-alone solar-powered light pole, including, but not limited to, solar panel and apparatus and the restoration of site to original condition.

Relocation of stand-alone Urban Solar PV Stop™ solar-powered lighting.				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
2	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

3. Relocation of Bus Benches

Upon request or necessity for relocation of bus benches, including, but not limited to, bench, mounting materials and the restoration of site to original condition.

Relocation of bus bench.				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
5	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

4. Relocation of Trash Receptacles

Upon request or necessity for relocation of trash receptacles including, but not limited to, trash receptacle, mounting materials, and the restoration of site to original condition.

Relocation of trash receptacle.				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
10	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

D. REMOVAL

1. Removal of Bus Shelters and Amenities

Upon request or necessity for removal and disposal (may include storage) of bus shelters, including, but not limited to, shelter, amenities, solar panels and apparatus (or electric hard-wire), and the restoration of site to original condition.

Removal of bus stop shelter (including bench, trash receptacle, and solar panel attached to top of shelter, hard-wire, or no lighting; stand-alone solar-powered light pole to be charged separately).				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
5	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

2. Removal of Stand-Alone Solar-Powered Light Poles

Upon request or necessity for removal and disposal (may include storage) of stand-alone solar-powered light pole including, but not limited to, solar panel and apparatus and the restoration of site to original condition.

Removal of stand-alone Urban Solar PV Stop™ solar-powered lighting.				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
3	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

3. Removal of Bus Benches

Upon request or necessity for removal and disposal (may include storage) of bus bench including, but not limited to, bench, mounting materials and the restoration of site to original condition.

Removal of bus bench.				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
5	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

4. Removal of Trash Receptacles

Upon request or necessity for removal and disposal (may include storage) of trash receptacle including, but not limited to, trash receptacle, mounting materials and the restoration of site to original condition.

Removal of trash receptacle.				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
5	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

E. REINSTALLATION

1. Reinstallation of Bus Stop Shelters

Upon request or necessity for reinstallation of bus shelter including, but not limited to, shelter, amenities, and solar panel and apparatus previously removed from other location.

Reinstallation of bus stop shelter (including bench, trash receptacle, and solar panel attached to top of shelter; stand-alone solar-powered light pole to be charged separately).				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
5	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

2. Reinstallation of Stand-Alone Solar-Powered Light Poles

Upon request or necessity for reinstallation of stand-alone solar-powered light pole, including, but not limited to, and solar panel and apparatus previously removed from other location.

Reinstallation of stand-alone solar-powered lighting.				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
1	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

3. Reinstallation of Bus Benches

Upon request or necessity for reinstallation of bus bench including, but not limited to, bench and mounting materials previously removed from other location.

Reinstallation of bus bench.				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
2	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

4. Reinstallation of Trash Receptacles

Upon request or necessity for reinstallation of trash receptacle including, but not limited to, trash receptacle and mounting materials previously removed from other location.

Reinstallation of trash receptacle.				
<u>Estimated Units per Year</u>		<u>Unit Rate</u>		<u>Annual Proposed Amount</u>
5	X	\$	=	\$
Write out annual proposed amount in full, below: _____				

II. COLLECTION, TRANSPORTATION, AND DISPOSAL OF WASTE

- A. Collection, transportation and disposal of waste once a day, three days a week, between Monday and Friday, at designated transit stops located in the unincorporated southern area of the County, as specified in Exhibit E.3.

County reserves the right to reduce or increase collection frequency of any unit on any route at any time during the Contract period.

Waste collection, transportation, and disposal at a permitted materials recovery facility (MRF).							
<u>Unit Count</u>		<u>Unit Rate Per Day</u>		<u>Daily Subtotals</u>		<u>Days</u>	<u>Annual Proposed Amount</u>
814	X	\$	=	\$	X	156	= \$
Write out annual proposed amount in full, below: _____							

TOTAL PROPOSED ANNUAL PRICE

Total proposed annual price for maintenance, replacement, relocation, removal, and reinstallation of bus stop shelters, solar-powered lighting, bus benches, and trash receptacles; and the collection, transportation, and disposal of waste once a day, three days a week, between Monday and Friday is:

Total summation of all Subtotals from 1.A. (1) to 2.A.: \$\_\_\_\_\_.

(Write out annual price in full)

\_\_\_\_\_

=====

\_\_\_\_\_  
Complete Legal Name of Proposer (Print or Type)

\_\_\_\_\_  
Signature                      Date                      Required License Number

Address:

\_\_\_\_\_  
Street

\_\_\_\_\_  
City

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Telephone

**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

	2010	2011	2012	2013	2014	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

Proposer	
Authorized representative	
Signature	Date

## LIST OF SUBCONTRACTORS

Proposer is required to complete the following. Any Subcontractors listed must be properly licensed under the laws of the State of California for the type of service that they are to perform, AND THEIR LICENSE NUMBERS MUST BE LISTED HEREIN. Failure to do so may result in delay of the award of contract. Do not list alternate subcontractors for the same service.

☐ Proposer in providing the requested services will not utilize Subcontractors. Proposer will perform all required services.

[illegible]

**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, Internal Services Department, 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.

<b>Business Structure:</b>	<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):						
<b>Total Number of Employees</b> (including owners):						
<b>Race/Ethnic Composition of Firm.</b> 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

As a threshold requirement for consideration for contract award, Proposer shall demonstrate a proven record for hiring GAIN/GROW participants or shall attest to a willingness to consider GAIN/GROW participants for any future employment opening if they meet the minimum qualifications for that opening. Additionally, Proposer shall attest to a willingness to provide employed GAIN/GROW participants access to the Proposer's employee mentoring program, if available, to assist these individuals in obtaining permanent employment and/or promotional opportunities.

To report all job openings with job requirements to obtain qualified GAIN/GROW participants as potential employment candidates, Contractor shall email: [GAINGROW@dpss.lacounty.gov](mailto:GAINGROW@dpss.lacounty.gov).

**Proposers unable to meet this requirement shall not be considered for contract award.**

Proposer shall complete all of the following information, sign where indicated below, and return this form with their proposal.

A. Proposer has a proven record of hiring GAIN/GROW participants.

\_\_\_\_\_ YES (subject to verification by County)                      \_\_\_\_\_ NO

B. Proposer is willing to provide DPSS with all job openings and job requirements to consider GAIN/GROW participants for any future employment openings if the GAIN/GROW participant meets the minimum qualifications for the opening. "Consider" means that Proposer is willing to interview qualified GAIN/GROW participants.

\_\_\_\_\_ YES                      \_\_\_\_\_ NO

C. Proposer is willing to provide employed GAIN/GROW participants access to its employee-mentoring program, if available.

\_\_\_\_\_ YES                      \_\_\_\_\_ NO                      \_\_\_\_\_ N/A (Program not available)

Signature	Title
Firm Name	Date

Date Response sent to Proposer:\_\_\_\_\_



**CHARITABLE CONTRIBUTIONS CERTIFICATION**

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Company Name

---

Address

---

Internal Revenue Service Employer Identification Number

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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.

( )

( )

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Signature

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Date

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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.
- ☐ 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):

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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):

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**Signature of Proposer:** \_\_\_\_\_ **Date:** \_\_\_\_\_

MAINTENANCE PROGRAM FOR NONADVERTISING BUS STOP AMENITIES – SOUTH COUNTY (2015-PA014)

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: \_\_\_\_\_

**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.

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.

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 DISABLED VETERAN BUSINESS ENTERPRISE (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 8 percent 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 may 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 DVBE 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

**MAINTENANCE PROGRAM FOR NONADVERTISING  
BUS STOP AMENITIES – SOUTH COUNTY (2015-PA014)  
PROPOSER'S COMPLIANCE WITH THE MINIMUM REQUIREMENTS OF THE RFP**

**PROPOSER MUST CHECK A BOX IN EVERY SECTION**

**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 or inaccuracy in the information provided in this form, or this form and your Proposal, may subject your Proposal to disqualification or other actions, at the sole discretion of the County.

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

1. Proposer or its managing employee must have a minimum of five years of experience performing the routine and emergency cleaning, repair, and maintenance of nonadvertising bus stop amenities.

- ☐ Yes. Please complete the chart below. (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 for scoring of your proposal in this category.)

<b>Proposer's or Managing Employee's Name</b>	<b>Dates of Experience (Mth/Yrs to Mth/Yrs)</b>	<b>Description of Services/Experience</b>	<b>Page Number*</b>

\*List the page number in the proposal containing the proposer's experience.

- ☐ No. Proposer does not meet the experience requirement stated above. **By checking this box, the proposal will be immediately disqualified as nonresponsive.**

2. Proposer and/or subcontractors must have one of the following valid and active State Contractor's license:
  - A valid and active State of California General Engineering Contractor's License Class A.
  - A valid and active State of California General Building Contractor Class B.
  - A valid and active State of California Limited Specialty Classification C-61 (D34) Prefabricated Equipment Contractor's License.



- ☐ Yes. Please complete the chart below. (In addition to responding on this form, as specified in Part I, Section 2.A.11, Licenses, Certifications, and Permits, please attach a copy of the license to your proposal to validate this minimum mandatory requirement.)

Type of License	License No.	Name of License Holder	Valid/Active Dates

\*List the page number in the proposal containing the proposer's license.

- ☐ No. Proposer and/or subcontractors do not have the license(s) as stated above. **By checking this box, the proposal will be immediately disqualified as nonresponsive.**

3. Proposer must possess the required valid Waste Collector Permit issued by the County Department of Public Health naming the Proposer as the permittee or a copy of the application for a Waste Collector Permit naming the Proposer as the permittee at the time of proposal submission. **Subcontractor is not allowed to meet this requirement.**

- ☐ Yes. Please complete the chart below.

Permit No.	Name of Permit Holder	Valid/Active Dates

\*List the page number in the proposal containing the proposer's permit.

- ☐ No. Proposer does not have the permit as stated above. **By checking this box, the proposal will be immediately disqualified as nonresponsive.**

4. Proposer and/or its subcontractor(s), if any, must submit proof of a valid and active State of California Department of Industrial Relations Public Works Contractor Registration pursuant to Labor Code 1725.5. Pending registrations will not be accepted.

- ☐ Yes. Please complete the chart below.

Registration No.	Registration Name	Valid/Active Dates

- ☐ No. Proposer and/or subcontractors do not have the registration as stated above. **By checking this box, the proposal will be immediately disqualified as nonresponsive.**

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

TELEPHONE: \_\_\_\_\_

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]

## LOS ANGELES COUNTY CODE

## Title 2 ADMINISTRATION

## Chapter 2.201 Living Wage Program

**2.201.010 Findings.**

The Board of Supervisors finds that the County of Los Angeles is the principal provider of social and health services within the county, especially to persons who are compelled to turn to the county for such services. Employers' failure to pay a living wage to their employees causes them to use such service's; thereby, placing an additional burden on the County of Los Angeles. (Ord. 2007-0011 § 1, 2007: Ord. 99-0048 § 1 (part), 1999.)

**2.201.20 Definitions.**

The general definitions contained in Chapter 2.02 shall be applicable to this chapter unless inconsistent with the following definitions:

- A. "County" includes the County of Los Angeles, any County officer or body, any County department head, and any County employee authorized to enter into a Proposition A contract or a cafeteria services contract with an employer.
- B. "Employee" means any individual who is an employee of an employer under the laws of California, and who is providing full time services to an employer, some or all of which are provided to the County of Los Angeles under a Proposition A contract, or under a cafeteria services contract at a County of Los Angeles owned or leased facility.
- C. "Employer" means:
  - 1. An individual or entity who has a contract with the county:
    - a. For services which is required to be more economical or feasible under Section 44.7 of the Charter of the County of Los Angeles, and is not listed as an excluded contract in Section 2.121.250 B of the Los Angeles County Code, referred to in this chapter as a "Proposition A contract," or
    - b. For cafeteria services, referred to in this chapter as a "cafeteria services contract," and
    - c. Who has received or will receive an aggregate sum of \$25,000.00 or more in any 12-month period under one or more Proposition A contracts and/or one or more cafeteria services contracts; or
  - 2. An individual or entity that enters into a subcontract with an employer, as defined in subsection C1 and who employs employees to provide services under the employer's contract with the County.
- D. "Full-time" means a minimum 40 hours worked per week, or a lesser number of hours, if the lesser number is a recognized industry standard and is approved as such by the Chief Executive Officer, but in no event less than 35 hours worked per week.

- E. "Proposition A contract" means a contract governed by Title 2, Section 2.121.250 et. seq. of this code, entitled Contracting with Private Business. (Ord. 2007-0011 §2, 2007: Ord. 99-0048 § 1 (part), 1999.)

**2.201.30      Prospective effect.**

This chapter shall be applicable to Proposition A contracts and cafeteria services contracts and their amendments the terms of which commence three months or more after the effective date of this chapter.\* It shall not be applicable to Proposition A contracts or cafeteria services contracts or their amendments in effect before this chapter becomes applicable.

**2.201.040      Payment of living wage.**

- A. Employers shall pay employees a living wage for their services provided to the county of no less than the hourly rates set under this chapter. The rates shall be \$9.64 per hour with health benefits, or \$11.84 per hour without health benefits.
- B. To qualify for the living wage rate with health benefits, an employer shall pay at least \$2.20 per hour towards the provision of bona fide health care benefits for each employee and any dependents during the term of a Proposition A contract or a cafeteria services contract. Proof of the provision of such benefits must be submitted to the county for evaluation during the procurement process to qualify for the lower living wage rate in subsection A of this section. Employers who provide health care benefits to employees through the County Department of Health Services community health plan are deemed to have qualified for the lower living wage rate in subsection A of this section.
- C. The Board of Supervisors may, from time to time, adjust the amounts specified in subsections A and B of this section above for future contracts. Any adjustments to the living wage rate specified in subsection A and B that are adopted by the board of supervisors shall be applicable to Proposition A contracts and cafeteria services contracts and their amendments which become effective three months or more after the effective date of the ordinance that adjusts the living wage rate.

**2.201.050      Other provisions.**

- A. Full-Time Employees. An employer shall assign and use full-time employees to provide services under a Proposition A contract or a cafeteria services contract, unless the employer can demonstrate to the County the necessity to use non-full time employees based on staffing efficiency or the County requirements of an individual job.
- B. Neutrality in Labor Relations. An employer shall not use any consideration received under a Proposition A contract or a cafeteria services contract to hinder, or to further, organization of, or collective bargaining activities by or on behalf of an employer's employees, except that this restriction shall not apply to any expenditure made in the course of good faith collective bargaining, or to any expenditure pursuant to obligations incurred under a bona fide collective bargaining agreement, or which would otherwise be permitted under the provisions of the National Labor Relations Act.
- C. Administration. The Chief Executive Officer and the Internal Services Department shall be responsible for the administration of this chapter. The Chief Executive Officer and the Internal Services Department may, with the advice of county counsel, issue interpretations of the provisions of this chapter. The Chief Executive Officer in conjunction with the Internal Services Department shall issue written instructions on the implementation and on-going administration of this Chapter. Such instructions may provide for the delegation of functions to other County departments.
- D. Compliance Certification. An employer shall, during the term of a Proposition A contract, or a cafeteria services contract, report for each employee and certify the hours worked, wages paid, and amounts

the employer paid for health benefits, and provide other information deemed relevant to the enforcement of this chapter by the county. Such reports shall be made at the times and in the manner set forth in instructions issued by the Chief Executive Officer in conjunction with the Internal Services Department. The Internal Services Department in conjunction with the Chief Executive Officer shall report annually to the board of supervisors on contractor compliance with the provisions of this chapter.

- E. Contractor Standards. An employer shall demonstrate during the procurement process and for the duration of a Proposition A contract or a cafeteria services contract a history of business stability, integrity in employee relations, and the financial ability to pay a living wage. (Ordinance No. 99-0048 ' 1 (part), 1999.)

**2.201.60      Employer retaliation prohibited.**

No employer shall take an adverse action causing a loss of any benefit of employment, of any contract benefit, or any statutory benefit to any employee, person, or other entity, who has reported a violation of this chapter to the board of supervisors or to one or more of their offices, to the County Chief Executive Officer, or to the County Auditor/Controller, or to the County department administering the Proposition A contract or cafeteria services contract. (Ordinance No. 99-0048 ' 1 (part), 1999.)

**2.201.70      Employee retention rights.**

In the event that any Proposition A contract or cafeteria service contract is terminated by the County prior to its expiration, any new contract with a subsequent employer for such services shall provide for the employment of the predecessor employer's employees as provided in this section.

- A. A "retention employee" is an employee of a predecessor employer:
1. Who is not an exempt employee under the minimum wage and maximum hour exemptions defined in the federal Fair Labor Standards Act;
  2. Who has been employed by an employer under a predecessor Proposition A contract or a predecessor cafeteria services contract for at least six months prior to the date of a new contract; and
  3. Who is or will be terminated from his or her employment as a result of the County entering into a new contract.
- B. Subsequent employers shall offer employment to all retention employees who are qualified for such jobs.
- C. A subsequent employer is not required to hire a retention employee who:
1. Has been convicted of a crime related to the job or his or her job performance; or
  2. Fails to meet any other County requirement for employees of a contractor.
- D. A subsequent employer may not terminate a retention employee for the first 90 days of employment under a new contract, except for cause. Thereafter a subsequent employer may retain a retention employee on the same terms and conditions as the subsequent employer's other employees. (Ordinance No. 99-0048 ' 1 (part), 1999.)

## **2.201.80      Enforcement and Remedies.**

For violation of any of the provisions of this chapter:

- A. An employee may bring an action in the courts of the State of California for damages caused by an employer's violation of this chapter.
- B. The County department head responsible for administering a Proposition A contract or a cafeteria services contract may do one or more of the following in accordance with such instructions as may be issued by the Chief Executive Officer:
  - 1. Assess liquidated damages as provided in the contract; and/or
  - 2. Recommend to the Board of Supervisors the termination of the contract; and/or
  - 3. Recommend to the Board of Supervisors that an Employer be barred from award of future county contracts for a period of time consistent with the seriousness of the employer's violation of this chapter, in accordance with Section 2.202.040 of this code.

## **2.201.090      Exceptions.**

- A. Other Laws. This chapter shall not be interpreted or applied to any employer or to any employee in a manner inconsistent with United States or California laws.
- B. Collective Bargaining Agreements. Any provision of this chapter shall be superseded by a collective bargaining agreement that expressly so provides.
- C. This chapter shall not be applied to any employer which is a nonprofit corporation qualified under Section 501(c)(3) of the Internal Revenue Code.
- D. Small Businesses. This chapter shall not be applied to any employer which is a business entity organized for profit including, but not limited to, any individual, partnership, corporation, joint venture, association or cooperative, which entity:
  - 1. Is not an affiliate or subsidiary of a business dominant in its field of operation; and
  - 2. Has 20 or fewer employees during the contract period, including full-time and part-time employees; and
  - 3. Does not have annual gross revenues in the preceding fiscal year which if added to the annual amount of the contract awarded exceed \$1,000,000.00; or
  - 4. If the business is a technical or professional service, does not have annual gross revenues in the preceding fiscal year which if added to the annual amount of the contract awarded exceed \$2,500,000.00.

"Dominant in its field of operation" means having more than 20 employees, including full-time and part-time employees, and more than \$1,000,000.00 in annual gross revenues or \$2,500,000.00 in annual gross revenues if a technical or professional service.

"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. (Ordinance No. 99-0055 ' 1, 1999: Ordinance No. 99-0048 ' 1 (part), 1999.)

**2.201.100**     **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. (Ordinance No. 99-0048 ' 1 (part), 1999.)

\*Editor's note: Ordinance 99-0048, which enacted Chapter 2.201, is effective on July 22, 1999.



## COUNTY OF LOS ANGELES LIVING WAGE PROGRAM

APPLICATION FOR EXEMPTION

The contract to be awarded pursuant to the RFP is subject to the County of Los Angeles Living Wage Program (Program) (Los Angeles County Code, Chapter 2.201). Contractors and subcontractors may apply individually for consideration for an exemption from the Program. **To apply, complete and submit this form to Public Works seven days prior to the due date for proposals.** Upon review of the submitted Application for Exemption, Public Works will determine, in its sole discretion, whether the contractor and/or subcontractor is/are exempt from the Program.

Company Name:			
Company Address:			
City:		State:	Zip Code:
Telephone Number:	Facsimile Number:		Email Address:
Awarding Department:			Contract Term:
Type of Service:			
Contract Dollar Amount:			Contract Number (if any):

**I am requesting an exemption from the Program for the following reason(s) (*attach to this form all documentation that supports your claim* and **SUBMIT SEVEN DAYS PRIOR TO THE DEADLINE FOR SUBMISSION OF PROPOSALS TO PUBLIC WORKS OR FAX TO (626) 458-4194** :**

- ☐ My business is a nonprofit corporation qualified under Internal Revenue Code Section 501(c)(3) (***you must attach the IRS Determination Letter***).
- ☐ My business is a Small Business (***as defined in the Living Wage Ordinance***) which is not an affiliate or subsidiary of a business dominant in its field of operation **AND** during the contract period will have 20 or fewer full- and part-time employees; **AND**
- ☐ Has less than \$1 million in annual gross revenues in the preceding fiscal year including the proposed contract amount; **OR**
- ☐ Is a technical or professional service that has less than \$2.5 million in annual gross revenues in the preceding fiscal year including the proposed contract amount.
- ☐ My business has received an aggregate sum of less than \$25,000 during the preceding 12 months under one or more Proposition A contracts and/or cafeteria services contracts, including the proposed contract amount.

## FORM LW-2 - APPLICATION FOR EXEMPTION (continued)

- ☐ My business is subject to a bona fide Collective Bargaining Agreement (***you must attach the agreement***); **AND**
- ☐ the Collective Bargaining Agreement expressly provides that it supersedes all of the provisions of the Living Wage Program; **OR**
- ☐ the Collective Bargaining Agreement expressly provides that it supersedes the following specific provisions of the Living Wage Program (I will comply with all provisions of the Living Wage Program not expressly superseded by my business - Collective Bargaining Agreement):

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***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:

### **Additional Information**

The additional information requested below is for information purposes only. It is not required for consideration of this Application for Exemption. The County will not consider or evaluate the information provided below by Contractor, in any way whatsoever, when recommending selection or award of a contract to the Board of Supervisors.

- ☐ **Either the contractor or the employees' collective bargaining unit have** a bona fide health care benefit plan for those employees who will be providing services to the County under the contract.

Health Plan Company Name(s): \_\_\_\_\_

Company Insurance Group Number(s): \_\_\_\_\_

Health Premium Amount Paid by Employer: \_\_\_\_\_

Health Premium Amount Paid by Employee: \_\_\_\_\_

Health Benefit(s) Payment Schedule:

☐ Monthly      ☐ Quarterly      ☐ Bi-Annual

☐ Annually      ☐ Other (Specify): \_\_\_\_\_

- ☐ **Neither the contractor nor the employees' collective bargaining unit** have a bona fide health care benefit plan for those employees who will be providing services to the County under the contract.

**COUNTY OF LOS ANGELES  
LIVING WAGE ORDINANCE**

**Contractor Living Wage Declaration**

The contract to be awarded pursuant to this Request for Proposals (RFP) is subject to the County of Los Angeles Living Wage Ordinance (Program). You must declare your intent to comply with the Program.

If you believe that you are exempt from the Program, please complete the Application for Exemption form and submit it, as instructed in the RFP, to Public Works before the deadline to submit proposals.

If you are not exempt from the Program, please check the option that best describes your intention to comply with Program.

- ☐ I **do not** have a bona fide health care benefit plan for those employees who will be providing services to the County under the contract. I will pay an hourly wage of not less than **\$11.84 per hour** per employee.
- ☐ I **do have** a bona fide health care benefit plan for those employees who will be providing services to the County under the contract but will pay into the plan **less than \$2.20 per hour** per employee. I will pay an hourly wage of not less than **\$11.84 per hour** per employee.
- ☐ I **do have** a bona fide health care benefit plan for those employees who will be providing services to the County under the contract and will pay into the plan **at least \$2.20 per hour** per employee. I will pay an hourly wage of not less than **\$9.64 per hour** per employee.

Health Plan(s):

Company Insurance Group Number:

Health Benefit(s) Payment Schedule:

☐ Monthly

☐ Quarterly

☐ Bi-Annual

☐ Annually

☐ Other: \_\_\_\_\_ (Specify)

PLEASE PRINT COMPANY NAME:

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

SIGNATURE:

DATE:

PLEASE PRINT NAME:

TITLE OR POSITION:

## COUNTY OF LOS ANGELES LIVING WAGE PROGRAM ACKNOWLEDGMENT AND STATEMENT OF COMPLIANCE

The undersigned individual is the owner or authorized agent of the business entity or organization (Firm) identified below and makes the following statements on behalf of his or her Firm. **CHECK EACH APPLICABLE BOX.**

### LIVING WAGE ORDINANCE:

- ☐ I have read the County's Living Wage Ordinance (Los Angeles County Code, Section 2.201.010 through 2.201.100), and understand that the Firm is subject to its terms.

### CONTRACTOR NON-RESPONSIBILITY AND CONTRACTOR DEBARMENT ORDINANCE:

- ☐ I have read the provisions of the RFP describing the County's Determinations of Contractor Non-Responsibility and Contractor Debarment Ordinance (Los Angeles County Code, Section 2.202.010 through 2.202.060), and understand that the Firm is subject to its terms.

### LABOR LAW/PAYROLL VIOLATIONS :

A "Labor Law/Payroll Violation" includes violations of any Federal, State, or local statute, regulation, or ordinance pertaining to wages, hours, or working conditions such as minimum wage, prevailing wage, living wage, the Fair Labor Standards Act, employment of minors, or unlawful employment discrimination.

#### History of Alleged Labor Law/Payroll Violations (Check One):

- ☐ The Firm **HAS NOT** been named in a complaint, claim, investigation, or proceeding relating to a alleged Labor Law/Payroll Violation which involves an incident occurring within three years of the date of the proposal; **OR**
- ☐ The Firm **HAS** been named in a complaint, claim, investigation, or proceeding relating to a alleged Labor Law/Payroll Violation which involves an incident occurring within three years of the date of the proposal. (I have attached to this form the required Labor/Payroll/Debarment History form with the pertinent information for each allegation.)

#### History of Determinations of Labor Law/Payroll Violations (Check One):

- ☐ There **HAS BEEN NO** determination by a public entity within the three years of the date of the proposal that the Firm committed a Labor Law/Payroll Violation; **OR**
- ☐ There **HAS BEEN** a determination by a public entity within the three years of the date of the proposal that the Firm committed a Labor/Payroll Violation. I have attached to this form the required Labor/Payroll/Debarment History form with the pertinent information for each violation (including each reporting entity name, case number, name and address of claimant, date of incident, date claim opened, and nature and disposition of each violation or finding.) (The County may deduct points from the proposer's final evaluation score ranging from 1% to 20% of the total evaluation points available with the largest deductions occurring for undisclosed violations.)

#### HISTORY OF DEBARMENT (Check one):

- ☐ The Firm **HAS NOT** been debarred by any public entity during the past ten years; **OR**
- ☐ The Firm **HAS** been debarred by a public entity within the past ten years. Provide the pertinent information (including each public entity's name and address, dates of disbarment, and nature of each debarment) on the attached Labor/Payroll/Debarment History form.

**I declare under penalty of perjury under the laws of the State of California that the above is true, complete and correct.**

\_\_\_\_\_  
Owner's/Agent's Authorized Signature

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Print Name of Firm

\_\_\_\_\_  
Date

**COUNTY OF LOS ANGELES  
LIVING WAGE PROGRAM  
LABOR/PAYROLL/DEBARMENT HISTORY**

The Firm must complete and submit a separate form (make photocopies of form) for each instance of (check the applicable box below):

- ☐ An alleged claim, investigation, or proceeding relating to an alleged Labor Law/Payroll Violation for an incident occurring within the past three years of the date of the proposal.
- ☐ A determination by a public entity within three years of the date of the proposal that the Firm committed a Labor Law/Payroll Violation.
- ☐ A debarment by a public entity listed below within the past ten years.

Print Name of Firm:	Print Name of Owner:
Print Address of Firm:	Owner's/AGENT's Authorized Signature:
City, State, Zip Code	Print Name and Title:

<b>Public Entity Name</b>	
<b>Public Entity Address:</b>	<b>Street Address:</b>
	<b>City, State, Zip:</b>
<b>Case Number/Date Claim Opened:</b>	<b>Case Number:</b>
	<b>Date Claim Opened:</b>
<b>Name and Address of Claimant:</b>	<b>Name:</b>
	<b>Street Address:</b>
	<b>City, State, Zip:</b>
<b>Description of Work: (e.g., Janitorial)</b>	
<b>Description of Allegation and/or Violation:</b>	
<b>Disposition of Finding: (attach disposition letter) (e.g., Liquidated Damages, Penalties, Debarment, etc.)</b>	

☐ Additional Pages are attached for a total of \_\_\_\_\_ pages.

## GUIDELINES FOR ASSESSMENT OF PROPOSER LABOR LAW/PAYROLL VIOLATIONS

<b>COUNTY DETERMINATION</b>  <b>Proposer Name:</b> _____  <b>Contracting Department:</b> _____  <b>Department Contact Person:</b> _____  <b>Phone:</b> _____	<b>RANGE OF DEDUCTION</b> _____ (Deduction is taken from the maximum evaluation points available)	
	Proposer Fully Disclosed	Proposer <i>Did Not</i> Fully Disclose
<b>MAJOR</b> County determination, based on the Evaluation Criteria, that proposer has a record of very serious violations.*	8 - 10% Consider investigating a finding of proposer non-responsibility**	16 - 20% Consider investigating a finding of proposer non-responsibility**
<b>SIGNIFICANT</b> County determination, based on the Evaluation Criteria, that proposer has a record of significant violations.*	4 - 7%	8 - 14% Consider investigating a finding of proposer non-responsibility**
<b>MINOR</b> County determination, based on the Evaluation Criteria, that proposer has a record of relatively minor violations.*	2 - 3%	4 - 6%
<b>INSIGNIFICANT</b> County determination, based on the Evaluation Criteria, that proposer has a record of very minimal violations.*	0 - 1%	1 - 2%
<b>NONE</b> County determination, based on the Evaluation Criteria, that proposer does not have a record of violations.*	0	N/A

**Assessment Criteria**

\* A 'Labor Law/Payroll Violation' includes violations of any Federal, State, or local statute, regulation or ordinance pertaining to wages, hours, working conditions such as minimum wage, prevailing wage, living wage, the Fair Labor Standards Act, employment of minors, or unlawful employment discrimination. The County may deduct points from a proposer's final evaluation score only for Labor Law/Payroll Violations with disposition by a public entity within the past three years of the date of the proposal.

The assessment and determination of whether a violation is major, significant, minor, or insignificant and the assignment of a percentage deduction shall include, but not be limited to, consideration of the following criteria and variables:

- ☐ Accuracy in self-reporting by proposer
- ☐ Health and/or safety impact
- ☐ Number of occurrences
- ☐ Identified patterns in occurrences
- ☐ Dollar amount of lost/delayed wages
- ☐ Assessment of any fines and/or penalties by public entities
- ☐ Proportion to the volume and extent of services provided, e.g., number of contracts, number of employees, number of locations, etc.

\*\* County Code Title 2, Chapter 2.202.030 sets forth criteria for making a finding of contractor non-responsibility which are not limited to the above situations.

# REQUESTED INFORMATION ON THE PROPOSER'S MEDICAL PLAN COVERAGE

Proposer: \_\_\_\_\_

Name of Proposer's Health Plan: \_\_\_\_\_ Date: \_\_\_\_\_

(Please use a separate form for each health plan offered by the proposer to employees who will be working under this contract.)

ITEMS	DOES THE PLAN COVER? (YES) (NO)	WHAT DOES THE PROPOSER OR PROPOSER'S PLAN PAY?	LIST ANY COPAYMENTS AND/OR COMMENTS
Proposer's Health Plan Premium			
Employee only	Y N	\$	
Employee + 1 dependent	Y N	\$	
Employee + 2 dependents	Y N	\$	
Employee + 3 dependents	Y N	\$	
Proposer's portion of above health premium payment			
Employee only	Y N	\$	
Employee + 1 dependent	Y N	\$	
Employee + 2 dependents	Y N	\$	
Employee + 3 dependents	Y N	\$	
Any Annual Deductible?			
Per Person	Y N	\$	
Per Family	Y N	\$	
Any Annual Maximum Employee Out-of-Pocket Expense?			
Per Person	Y N	\$	
Per Family	Y N	\$	
Any Lifetime Maximum?			
Per Person	Y N	\$	
Per Family	Y N	\$	
Ambulance coverage	Y N	\$	
Doctor's Office Visits	Y N	\$	
Emergency Care	Y N	\$	
Home Health Care	Y N	\$	
Hospice Care	Y N	\$	
Hospital Care	Y N	\$	
Immunizations	Y N	\$	
Maternity	Y N	\$	
Mental Health	Y N	\$	
Mental Health In-Patient Coverage	Y N	\$	

## LW-7 – PROPOSER'S MEDICAL PLAN COVERAGE (continued)

ITEMS	DOES THE PLAN COVER? (YES) (NO)	WHAT DOES THE PROPOSER OR PROPOSER'S PLAN PAY?	LIST ANY COPAYMENTS AND/OR COMMENTS
Mental Health Out-Patient Coverage	Y N	\$	
Physical Therapy	Y N	\$	
Prescription Drugs	Y N	\$	
Routine Eye Examinations	Y N	\$	
Skilled Nursing Facility	Y N	\$	
Surgery	Y N	\$	
X-Ray and Laboratory	Y N	\$	

Under this health plan, a full time employee:

- ☐ Becomes eligible for health insurance coverage after \_\_\_\_ days of employment.
- ☐ Is defined as an employee who is employed more than \_\_\_\_ hours per week.

### OTHER BENEFITS:

- A. NUMBER OF PAID SICK DAYS EARNED IN THE FIRST YEAR OF EMPLOYMENT IS \_\_\_\_ DAYS.
- B. NUMBER OF PAID SICK DAYS EARNED IN THE SECOND YEAR OF EMPLOYMENT IS \_\_\_\_ DAYS.
- C. NUMBER OF PAID VACATION DAYS EARNED IN THE FIRST YEAR OF EMPLOYMENT IS \_\_\_\_ DAYS.
- D. NUMBER OF PAID VACATION DAYS EARNED IN THE SECOND YEAR OF EMPLOYMENT IS \_\_\_\_ DAYS.
- E. NUMBER OF PAID HOLIDAYS PER YEAR IS \_\_\_\_ DAYS.



# FORM LW-8

STAFFING PLAN AND COST METHODOLOGY FOR CONTRACT: MAINTENANCE PROGRAM FOR NONADVERTISING BUS STOP AMENITIES - SOUTH COUNTY SERVICES (2015-PA014)

PROPOSER: \_\_\_\_\_

POSITION/TITLE * (LIST EACH EMPLOYEE SEPARATELY)	HOURS PER DAY							HOURS PER WEEK	ANNUAL HOURS (52 x Hrs per wk)	HOURLY WAGE RATE**	ANNUAL COST
	SUN	MON	TUE	WED	THU	FRI	SAT				
Employee #1											\$
Employee #2											\$
Employee #3											\$
Employee #4											\$
Employee #5											\$
Employee #6											\$
Employee #7											\$
Employee #8											\$
Employee #9											\$
											\$
Comments/Notes:								Total Annual Salaries		\$	
								(1) Vacations, Sick Leave, Holiday		\$	
								(2) Health Insurance ***		\$	
								(3) Payroll Taxes & Workers' Compensation		\$	
								(4) Welfare and Pension		\$	
								Total Annual Employee Benefits (1+2+3+4)		\$	
								(5) Equipment Costs		\$	
								(6) Service and Supply Costs		\$	
								(7) General and Administrative Costs		\$	
								(8) Profit		\$	
								Total Annual Other Costs (5+6+7+8)		\$	
								TOTAL ANNUAL PRICE		\$	

\* All employees shown must be FULL-TIME employees of the proposer, unless exemption to use Part-Time employees has been granted by the County.

\*\* Living wage rate shall be at least \$11.84 per hour.

\*\*\* Minimum cost for health insurance is \$2.20/hour if hourly wage rate is between \$9.64 and \$11.84, unless exemption from Living Wage requirements has been granted by the County.

Note: This cost methodology is to show, in detail, how the Proposer arrived at the proposed contract price. This methodology is to reflect employee classifications to be used (e.g., landscape maintenance laborer, working supervisor, etc.); hours to be worked daily, weekly, and annually by each classification; hourly and annual wages to be paid to each classification; estimated annual payroll taxes; estimated annual allowances for vacation, sick, holiday, health and welfare, and pension. Proposer's costs for insurance, supplies, equipment, overhead, and any other miscellaneous costs are to be shown as requested. These costs, plus the gross labor costs and projected profit, must match the total to the Proposer's annual price as quoted in Form PW-2, Schedule of Prices. When there is a discrepancy between the price quoted in Form PW-2, Schedule of Prices, and this cost methodology, Form LW-8, the correctly calculated price indicated in Form PW-2, Schedule of Prices, shall prevail.

The above information was complied from 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 requirements of the proposal.

\_\_\_\_\_  
Name of Proposer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**WAGE AND HOUR RECORD KEEPING FOR LIVING WAGE CONTRACTS  
MAINTENANCE PROGRAM FOR NONADVERTISING BUS STOP AMENITIES – SOUTH COUNTY (2015-PA014)**

**INSTRUCTIONS**

The contractor selected through this RFP process will be required to comply with State and Federal labor regulations and record keeping requirements. The objective of this questionnaire is to determine the appropriateness, scope, and suitability of the procedures the Proposer uses and the internal controls in place to ensure compliance with State and Federal labor regulations and record keeping requirements. In order to appropriately evaluate this area (Part I, Section 4.D, Evaluation Criteria), it is critical that the Proposer submit a detailed description of the processes and the steps associated with those processes.

Answer all questions thoroughly and in the same sequence as provided below. If a question is not applicable, indicate with "N/A" and explain why such question is not applicable. Provide additional details to ensure a clear picture of the Proposer's processes and controls. As used in this questionnaire, the term Proposer includes the business entity that will provide the proposed services. Attach an actual sample copy of timesheet, paycheck, and pay stub.

***ADDITIONAL PAGES MAY BE ATTACHED OR RESPONSES CAN BE PROVIDED IN A SEPARATE DOCUMENT.***

***IDENTIFY EACH RESPONSE BY THE CORRESPONDING QUESTION NUMBER.***

QUESTION	RESPOND HERE OR ATTACHED NUMBERED RESPONSES IF MORE SPACE IS NEEDED.
<p><b>1. TRACKING HOURS WORKED</b></p> <p>1.1. How does the Proposer track employee hours actually worked?</p> <p>1.2. Where do the Proposer's employees report to work at the beginning of their shift? At the work location or a central site with travel to the worksite?</p> <p>1.3. If the employees report to a central site with travel to the worksite, when does the Proposer consider the employees' shift to have started? At a central site or upon arrival at the work location?</p>	

QUESTION	RESPOND HERE OR ATTACHED NUMBERED RESPONSES IF MORE SPACE IS NEEDED.
<p><b>2. REPORTING TIME</b></p> <p>How does the Proposer know employees actually reported to work and at what time? For example, sign-in sheets, computerized check in, call-in system, or some other method?</p>	
<p><b>3. RECORDS OF ACTUAL TIME WORKED</b></p> <p>3.1. What records are created to document the beginning and ending times of employee's actual work shifts?</p> <p>3.2. What records are maintained by the Proposer of actual time worked?</p> <p>3.3. Are the records maintained daily or at another interval (indicate the interval)?</p> <p>3.4. Who creates these records (e.g., employee, supervisor, or office staff)?</p> <p>3.5. Who checks the records, and what are they checking for?</p> <p>3.6. What happens to these records?</p> <p>3.7. Are they used as a source document to create Proposer's payroll?</p> <p>3.8. <b><u>ATTACH ACTUAL COPIES OF THESE RECORDS</u></b> <b><u>(Please blank out any personal information).</u></b></p>	

QUESTION	RESPOND HERE OR ATTACHED NUMBERED RESPONSES IF MORE SPACE IS NEEDED.
<p><b>4. OTHER RECORDS USED TO CREATE PAYROLL (IF ANY)</b></p> <p>4.1. If records of actual time worked are not used to create payroll, what is the source document that is used?</p> <p>4.2. Who prepares and who checks the source document?</p> <p>4.3. Does the employee sign it?</p> <p>4.4. Who approves the source document, and what do they compare it with prior to approving it?</p>	
<p><b>5. BREAKS</b></p> <p>5.1. How does the Proposer know that employees take mandated breaks and meal breaks (periods)?</p> <p>5.2. Does the Proposer maintain any written supporting documentation to validate that the breaks actually occurred?</p> <p>5.3. If so, who prepares, reviews, and approves such documentation?</p>	

QUESTION	RESPOND HERE OR ATTACHED NUMBERED RESPONSES IF MORE SPACE IS NEEDED.
<p><b>6. HOW PAYROLL IS PREPARED</b></p> <p>6.1. Discuss how the Proposer's payroll is prepared and how the Proposer ensures that employee wages are appropriately paid.</p> <p>6.2. How are employees paid (e.g., manually issued check, cash, automated check, or combination of methods)?</p> <p>6.3. If by check, do they receive a single check for straight time and overtime or are separate payments made?</p> <p>6.4. What information is provided on the check (e.g., deductions for taxes, etc.)?</p> <p>6.5. <u><b>ATTACH A COPY OF A PAY CHECK AND PAY CHECK STUB THAT SHOWS DEDUCTION CATEGORIES (COVER UP OR BLOCK OUT BANK ACCOUNT INFORMATION AND ANY EMPLOYEE INFORMATION).</b></u></p>	

QUESTION	RESPOND HERE OR ATTACHED NUMBERED RESPONSES IF MORE SPACE IS NEEDED.
<p><b>7. MANUAL PAYROLL SYSTEM</b></p> <p>7.1. If the Proposer uses a manual payroll system, describe the steps the person preparing the payroll takes to create a check, starting from the source document through the issuance of a check.</p> <p>7.2. If the employee has multiple wage rates (i.e., County's Living Wage rate for County work and the Proposer's standard rate for other non-County work), how does the person preparing the payroll calculate total wages paid?</p>	
<p><b>8. AUTOMATED PAYROLL SYSTEM</b></p> <p>8.1. If the Proposer uses an automated payroll system or contracts for such automated payroll services to an outside firm, describe the steps taken to prepare the payroll.</p> <p>8.2. If the employee has multiple wage rates (i.e., County's Living Wage rate for County work and the Proposer's standard rate for other non-County work), how does the automated payroll system calculate total wages paid?</p> <p>8.3. Is the calculation embedded in the software program, or does someone have to override the system to perform the calculation?</p>	

QUESTION	RESPOND HERE OR ATTACHED NUMBERED RESPONSES IF MORE SPACE IS NEEDED.	
<p><b>9. TRAVEL TIME</b></p> <p>9.1. How is travel time during an employee's shift paid?</p> <p>9.2. At what rate is such travel time paid if the employee has multiple wage rates?</p> <p>9.3. Discuss how the Proposer calculates the day's wages for each situation described in the following two examples:</p> <p>a. During a single shift, an employee works three hours at a work location under a County Living Wage contract, then travels an hour to another work location to work four hours, where they are paid at a different rate than the County's Living Wage rate.</p> <p>b. During a single shift, an employee works three hours at a work location under a County Living Wage contract, then travels an hour to another work location to work four hours, where they are also paid the County's Living Wage rate.</p>		
<p><b>10. OVERTIME</b></p> <p>10.1. How does the Proposer calculate overtime wages?</p> <p>10.2. What if the employee has multiple wage rates?</p>		
Print Name:	Company:	
Signature:	Date:	



## **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 4 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](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 CONSIDERED A COUNTY LOBBYIST

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.**

### HERE'S HOW TO COMPLY WITH THE LAW

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

MAINTENANCE PROGRAM NONADVERTISING  
BUS STOP AMENITIES – SOUTH COUNTY (2015-PA014)

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## **EXHIBIT M Waste Collector Permit Application**

SAMPLE AGREEMENT FOR  
MAINTENANCE PROGRAM FOR NONADVERTISING  
BUS STOP AMENITIES – SOUTH COUNTY (2015-PA014)

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2015, 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 \_\_\_\_\_, 2015, hereby agrees to provide services as described in this Contract for Maintenance Program for Nonadvertising Bus Stop Amenities - South County (2015-PA014).

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, Bus Stop Shelter Specifications; Exhibit H, Drawings; Exhibit I, Proposed Cost for Bus Stop Amenities; Exhibit J, Bus Stop Inspection Checklist; Exhibit K, Sample Fuel Adjustment Calculation; Exhibit L, Program Locations; Exhibit M, Waste Collector Permit Application; 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 be for a period of one year commencing on November 1, 2015, or Board approval 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 renewing 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 rates 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: No cost-of-living adjustments shall be granted for the optional renewal periods.

ELEVENTH: (The following provision will be applicable if, at the time of Proposal submission, the Proposer is purchasing fuel using Market Prices.) The Director may adjust 12 percent of the hourly rate of compensation set forth in Form PW-2 (Schedule of Prices) based on the increase or decrease in the fuel price published in the Official Energy Statistics from the United States Department of Energy website at [http://tonto.eia.doe.gov/dnav/pet/pet\\_pri\\_gnd\\_dcus\\_sca\\_m.htm](http://tonto.eia.doe.gov/dnav/pet/pet_pri_gnd_dcus_sca_m.htm) or other County approved website for Diesel (On-Highway) and Gasoline - All Grades (Regular) for California, at

[http://tonto.eia.doe.gov/dnav/pet/pet\\_pri\\_prop\\_dcu\\_r50\\_m.htm](http://tonto.eia.doe.gov/dnav/pet/pet_pri_prop_dcu_r50_m.htm) or other County-approved website for Liquid Propane Gas (LPG) using West Coast (PADD 5) "Commercial/Institutional," and at [http://www.eere.energy.gov/afdc/price\\_report.html](http://www.eere.energy.gov/afdc/price_report.html) or other County-approved website for Compressed Natural Gas (CNG) Clean Cities Alternative Fuel Price Report, Table 5, Compressed Natural Gas Average Prices by Region from Clean Cities Sources "West Coast," as appropriate to the vehicle used, beginning on contract anniversary date or one year from the commencement of this Contract's start date and thereafter at each successive annual interval, which shall be the effective date for any such fuel adjustment. The percentage change in the fuel price shall be obtained using the fuel prices published on the month of the proposal submission date and the fuel price most recently published for the month of effective date of the adjustment. However, when the percentage increase or decrease in the fuel price is less than 5 percent, no fuel adjustment will be granted. In the event the fuel adjustment is granted, the fuel adjustment (increase or decrease) will be added to or subtracted from, as applicable, the hourly rate of compensation to establish the adjusted hourly rate of compensation. A sample calculation is included in Exhibit K. Public Works shall be permitted to audit the CONTRACTOR'S fuel usage, fuel costs, and fuel procurement methods for the vehicles used in providing the service and the CONTRACTOR shall provide records pertaining to its fuel costs upon the COUNTY'S request. CONTRACTOR shall immediately notify the COUNTY if the CONTRACTOR changes from purchasing fuel using Market Prices, to a long-term agreement for fuel purchases.

[OR]

**ELEVENTH:** (The following provision will be applicable if, at the time of Proposal submission, the Proposer has a long-term agreement for fuel purchases with a fuel supplier.) The Director may adjust 12 percent of the hourly rate of compensation set forth in Form PW-2 (Schedule of Prices) based on the increase or decrease in the negotiated fuel price during the term of this Contract, whenever there is a renegotiation of the Contractor's fuel prices with the fuel suppliers. The Contractor agrees to provide Public Works with a copy of its current long-term fuel purchasing agreements and each new fuel agreement, whenever the(se) agreement(s) is/are renegotiated during the term of this Contract. Such copies, when marked "Confidential" by the Contractor, shall be treated by the County as confidential in accordance with the California Public Records Act. The percentage change in the fuel price shall be obtained using the fuel prices listed in the long-term agreement on the proposal submission date and whenever there is a change in the long-term fuel price. A sample calculation is included in Exhibit K. However, when the percentage increase or decrease in the fuel price is less than 5 percent, no fuel adjustment will be granted. In the event the fuel adjustment is granted, the fuel adjustment (increase or decrease) will be added to or subtracted from, as applicable, the hourly rate of compensation to establish the adjusted hourly rate of compensation. A sample calculation is included in Exhibit K. Public Works shall be permitted to audit the CONTRACTOR'S fuel usage, fuel costs, and fuel procurement methods for the vehicles used in revenue service and the CONTRACTOR shall provide records pertaining to its fuel costs upon the COUNTY'S request. CONTRACTOR shall immediately notify the COUNTY if the CONTRACTOR changes from purchasing fuel using a long-term agreement to purchasing fuel utilizing Market Prices.

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IN WITNESS WHEREOF, the COUNTY has, by order of its Board of Supervisors, caused these presents to be subscribed by the Mayor of said Board and the seal of said Board to be affixed and attested by the Clerk thereof, 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 \_\_\_\_\_  
Mayor, Board of Supervisors

ATTEST:

PATRICK OGAWA  
Acting Executive Officer of the  
Board of Supervisors of the  
County of Los Angeles

By \_\_\_\_\_  
Deputy

APPROVED AS TO FORM:

MARK J. SALADINO  
County Counsel

By \_\_\_\_\_  
Deputy

[NAME OF CONTRACTOR]

By \_\_\_\_\_  
Its President

\_\_\_\_\_  
Type or Print Name

By \_\_\_\_\_  
Its Secretary

\_\_\_\_\_  
Type or Print Name

SCOPE OF WORK

MAINTENANCE PROGRAM FOR NONADVERTISING  
BUS STOP AMENITIES – SOUTH COUNTY (2015-PA014)

A. Public Works Contract Manager

Public Works Contract Manager will be Mr. William Yan of Programs Development Division, who may be contacted at (626) 458-3961, e-mail address: [wyang@dpw.lacounty.gov](mailto:wyang@dpw.lacounty.gov), Monday through Thursday, 7:30 a.m. to 5:30 p.m. The Contract Manager is the only person authorized by Public Works to request work of the Contractor; however, the Contract Manager may delegate this task to staff and will notify the Contractor when doing so. From time to time, Public Works may change the Contract Manager. The Contractor will be notified in writing when there is a change in Contract Manager. In the event of an emergency after normal business hours, staff can be reached at (888) 524-6287.

B. Work Location

Services shall be performed at designated bus stop shelters and transit stops in the unincorporated areas of the County as specified in Exhibit L.

The County reserves the right to in its sole discretion add or remove locations and to increase or reduce the service within this area anytime during the entire term of this Contract.

C. Work Description

The work to be completed shall include the furnishing of all labor, supervision, materials, and equipment necessary for the routine and emergency cleaning, repair, and maintenance of bus stop shelters and appurtenances, bus benches, trash receptacles, solar light poles, other bus stop amenities, and concrete foundations, hereinafter referred as bus stop amenities, located at designated transit stops within the unincorporated areas of the County as specified in Exhibit L. The work also includes the collection, transportation, and disposal of waste from trash receptacles located at designated transit stops within the unincorporated areas of the County as specified in Exhibit L. All work must comply with the Specifications included in Exhibit G and Drawings in Exhibit H.

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 any and all damages resulting from the County's failure to use the Contractor's services including, but not limited to, lost profit.

D. Hours and Days of Service

No maintenance work or routine manual waste collection services shall be done within the peak traffic hours, from 6 a.m. to 9 a.m., and 4 p.m. to 7 p.m., Monday through Friday, except national holidays including New Year's Day, Martin Luther King Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving, and Christmas Day. All construction, installation, repair, relocation, or removal work shall not be performed during the peak traffic hours unless the work is of an emergency nature or otherwise approved by the Contract Manager.

Emergency manual waste collection or bus stop cleaning services to mitigate public safety or health issues may be allowed at any time and day.

E. Equipment

1. Service and Support Vehicles

The Contractor shall provide any and all service and support vehicles necessary for adequate operation, maintenance, and supervisory support. These vehicles shall be in good operating condition and appearance. The contractor's name and logo shall be imprinted on both left and right sides of the vehicles. Contractor shall also comply with requirements as described in subsection E.3, Maintenance and Waste Collection Vehicles, for vehicles used to collect, transport, and manage/dispose of waste.

2. Pressure Wash Vehicles

The Contractor shall provide any and all vehicles required to perform pressure wash operations. The Contractor shall adhere to the latest adopted National Pollutant Discharge Elimination System (NPDES) requirements and implement Best Management Practices (BMPs) when performing pressure wash operations. Water and residuals from pressure washing sidewalks or bus stop amenities shall not be allowed to enter the storm drain.

3. Maintenance and Waste Collection Vehicles

Contractor shall:

- a. Possess and provide **a minimum of nine** vehicles (chassis and bodies) plus a spare vehicle, to provide adequate maintenance, repair, and manual waste collection services at designated transit stops located within the unincorporated areas of the County as specified in Exhibit L. Spare vehicles may be the Lead Person or Field Supervisor's vehicle and shall be fully fueled and ready to dispatch and replace any vehicle, which breaks down on route

within reasonable time of such breakdown. All manual collection vehicles shall be equipped with adequate radio/communication equipment for office-to-field communication.

- b. Provide and have available at all time vehicles that are leak proof for use in the manual collection and transportation of waste. Each vehicle shall be equipped with metal bodies and covers.
- c. Comply with all related County ordinances, State Vehicle Codes, and all conditions and limitations in any permits or licenses under which Contractor operates including, but not limited to, a California Class A or B or C61 (D34) Contractor's license.
- d. Be responsible for maintaining established inspection and maintenance procedures to ensure that all manual collection vehicles are safe to operate within the areas at all times in accordance with the requirements promulgated by the County of Los Angeles Department of Health Services, the California Highway Patrol, the South Coast Air Quality Management District (SCAQMD), the vehicle manufacturer, and all other applicable Federal, State, County, and local laws and regulations.
- e. Use vehicles to collect, transport, and manage/dispose of waste that are so constructed such that liquids and waste do not blow, fall, sift, or leak out of the truck and onto the street.
- f. Use vehicles to collect, transport, and manage/dispose of waste that are equipped with an adequate shovel and broom.
- g. Use vehicles to collect, transport, and manage/dispose of waste that are at all times, kept clean, in good mechanical condition, and well painted, all to the satisfaction of the Contract Manager. All such vehicles shall be painted the same color or colors.
- h. Comply with all the provisions issued by the SCAQMD for all new or replacement of automated and/or manual collection vehicles for work performed under this Contract.
- i. Maintain records of inspections and maintenance of all mechanical equipment used in providing the required services under this Contract, including records of preventive maintenance and repairs performed. Items to be inspected shall include, among others, those required in the inspections conducted by the County of Los Angeles Department of Health Services, the California Highway Patrol, and those recommended by the manufacturer. All

inspection and maintenance records shall be open to inspection by the County.

- j. Require drivers and Subcontractor's drivers, if applicable, to have valid licenses issued by the California Department of Motor Vehicles to operate the specific class of vehicles used in providing the required services. It is the responsibility of Contractor to monitor the drivers driving performance and records.
- k. Remove from service should the Contract Manager at any time give notification to Contractor that any designated manual collection vehicle or other conveyance is not in compliance with Public Works and/or the County of Los Angeles Department of Health Services (Health Officer), and/or the SCAQMD standards, and such vehicle or other conveyance shall not be used again until inspected and approved by the Contract Manager and/or the Health Officer. Contractor shall be held responsible for maintaining the collection schedule regardless of such action.
- l. Keep all vehicles, equipment, tools, and facility used in the manual collection/management of waste clean and sanitary at all times when not in use.
- m. Comply with all laws and regulations relating to the parking or storage of such vehicles and equipment.

4. Maintenance Equipment

Contractor shall be responsible for providing all necessary equipment and labor for routine maintenance and as-needed repair, removal, relocation, replacement including trash receptacle liners, covers, and all necessary parts, accessories, or materials for reconstruction or maintenance at the cost specified in Form PW-2, Schedule of Prices. Unless approved otherwise by the Contract Manager the replacement parts, accessories, and/or materials shall be identical to the original design. The Contract Manager will consider alternative materials or parts, if necessary, proposed by Contractor.

5. Communication Equipment

The Contractor shall have office staff operating and answering incoming calls during normal business hours (Monday through Friday, 8 a.m. to 5 p.m.). After normal business hours, the Contractor shall provide Contract Manager with an emergency telephone number at which someone can always be reached 24 hours a day, seven days a week. Contractor shall be responsible for providing two-way communication



between its office and field workers at all times, as well as for proper maintenance of this equipment.

F. Maintenance of Bus Shelters and Amenities

1. Frequency of Maintenance

Contractor shall:

- a. Perform routine maintenance at all designated bus stop shelters and amenities indicated in Exhibit L. Routine maintenance shall be done on a once-a-week basis, during nonpeak hours as described in subsection F.4.a, Routine Maintenance, Monday through Friday, including holidays, unless otherwise specified or directed by the Contract Manager. Upon oral or written request from the Contract Manager Contractor shall make more visits to shelters that require additional maintenance and/or repair.
- b. Pressure wash the bus stop shelter structure and sidewalk adjacent to the serviced bus stops. Pressure wash shall be done every six weeks, unless otherwise specified or directed by the Contract Manager. Failure to comply with this requirement within the allotted time frame shall result in assessment specified in subsection M.4.k, Liquidated Damages.
- c. Inspect each stand-alone solar light pole for functionality once every two months.
- d. Keep the roof/gutter of each shelter free of dirt and leaves.

2. Emergency Services

Emergency construction, maintenance, repair, or removal of damaged bus stop shelters and amenities required to eliminate a hazard to pedestrian, property, or vehicular traffic may occur at any time and day, but only to the extent required to remove the hazard. Other exceptions for specific locations may be allowed upon approval of Contract Manager.

3. Graffiti Removal Services

Graffiti removal services shall consist of performing all operations to remove or cover graffiti from all exterior surfaces within a 10-foot radius of each bus stop amenity, but shall not be performed beyond the face of curb or onto private property. Failure to comply with this requirement shall result in the assessment specified in Section M.4.h, Liquidated Damages.

The Contractor shall:

- a. Remove or paint over all graffiti on all designated bus stop amenities within 24 hours of the graffiti being discovered by the Contractor, or being reported by the County. Profanity, sexually explicit or racist type graffiti shall have the highest removal priority. Graffiti placed on bus stop amenities during the weekends shall be removed on the following work day. Within 48 hours of initial paint-over, Contractor shall repaint using a color to match the existing surface color, if a matching color was not utilized initially.
- b. Use appropriate methods of covering or removing graffiti for the particular surface and conditions, such as water blasting, painting over, chemical solvents, etc. Water and residuals from water blasting shall not be allowed to enter the storm drain.
- c. Use County-approved chemical solvents when removing graffiti from County property.
- d. Use paint that is appropriate for nontreated surfaces on County property.
- e. Match the existing color of the surface when painting over or obscuring graffiti whenever possible. Paint shall be neatly feathered in all areas.
- f. Use drop cloths on all work assignments to protect sidewalks, vegetation, etc., from paint spillage.
- g. Train personnel in proper graffiti removal techniques and provide corrective instruction to personnel if they are removing or covering graffiti improperly.
- h. Use new or recycled water-based paints.
- i. Sidewalk Surfaces: Remove graffiti from concrete sidewalks by using a water blasting machine with a soda compound only. Painting over shall not be permitted. The sidewalks shall be cleaned of all graffiti, graffiti residues, paint, ink, gum, oil, etc. The sidewalks shall be blocked off for safety during the cleaning operations. Adequate precautions shall be taken not to damage private property during water blasting operations, i.e., precautionary measures to prevent water from going under shop doors, damaging

store fronts, entering storm drains, etc. The sidewalk areas being cleaned shall be feathered to match other graffiti-free sidewalk areas.

- j. Dispose of excess paint properly. Paint liners shall be opened, mixed with sand, dirt, cat litter, and allowed to dry. Once the paint is completely dry, it can be disposed of in the regular trash.
- k. Wash paint brushes, rollers, or frames in clean water. The water shall only be disposed of in a sink or toilet. Water used to clean paint tools shall not be disposed of in storm drains and street gutters and/or on sidewalks and streets.

4. Maintenance Specifications

a. Routine Maintenance

i. General Scope

Contractor shall maintain the bus stop amenities in a safe, clean, attractive, and sanitary condition and in good order satisfactory to the Contract Manager. At each maintenance visit, Contractor shall clean, wash, and remove all graffiti, stickers, posters, litter, dust, dirt, and weeds from each bus stop amenity to keep each bus stop amenity (including the roof/gutter and/or electronic message display of the shelters, if applicable), and immediate area free of any noticeable accumulation of dirt, dust, marks, stickers, posters, litter, or weeds. The bus stop amenity shall be maintained in a continual like new condition. Bus stop shelters may be energized using hard wire or solar panels attached directly to the shelter or to a pole adjacent to the shelter. Maintenance shall be performed within a 10-foot radius of the bus stop amenities, but shall not extend beyond the face of curb or onto private property. If notified by the Contract Manager that additional maintenance is required, Contractor shall correct the condition within two working days of receipt of notice. The maintenance cost per shelter and appurtenances, bus benches, trash receptacles, and stand-alone solar-powered lighting shall be specified in Form PW-2, Schedule of Prices, Maintenance of Bus Shelters and Amenities.

ii. Pressure Wash

Contractor shall pressure wash bus stop shelters and sidewalk within a 10-foot radius of the bus stop amenities at a frequency as indicated in Section F.1.b, Frequency of Maintenance.

Contractor shall indicate in the proposal how wastewater will be treated and not discharged to the storm drain, by

- (1) Removing trash, debris, and free standing oil/grease spills/leaks (use absorbent material, if necessary) from the area before washing; and
- (2) Use high pressure, low volume spray washing with potable water only and no cleaning agents at an average usage of 0.006 gallons per square feet of sidewalk area.

For bus stops that have no bus stop shelters, Contractor shall pressure wash the bus stop amenities and/or the sidewalk within a 10-foot radius of the bus stop on as-needed basis. As-needed pressure wash shall be warranted upon notification by the Contract Manager or discovered by Contractor's employee and approved by the Contract Manager.

iii. Best Management Practices - Trash Receptacle

Contractor shall carry an adequate supply of clean aluminum liners during routine maintenance visits to ensure that liners are kept in a clean condition. Contractor shall comply with the latest NPDES requirements by promoting BMPs and not to allow any waste or liquid from trash receptacles or liners to enter the storm drains and/or street gutters during the maintenance of trash receptacles and liners. Contractor shall replace all aluminum liners with new or cleaned aluminum liners as needed to the satisfaction of the Contract Manager. Soiled aluminum liners shall be cleaned at Contractor's facility in accordance with all Federal, State, and local regulations. The County may require Contractor to install a County furnished padlock on trash receptacle covers/doors to prevent vandalism.

iv. Safety Inspection

Contractor shall perform weekly safety inspections on all transit stops and bus stop amenities serviced under this Contract. Contractor shall complete the Bus Stop Inspection Checklist (Exhibit J – Checklist) for each inspected location. Inspections shall include all, but not limited to, items indicated in the checklist. Copies of the checklist are to be retained by the Contractor for at least five years after contract expiration.

The Contractor shall submit a monthly summary report along with the safety inspection report no later than the fifteenth day after the end of the previous month. The report shall include inspection date, location, description of safety concern or finding, corrective measures, and any other information required by Contract Manager. Failure to comply with this requirement of submitting the safety inspection report within the allotted time frame shall result in the assessment specified in subsections M.4.i, Liquidated Damages, and withheld of the monthly payment until Contract Manager receive the report.

b. Repair

- i. Contractor shall perform repair to damaged bus stop amenities within five working days or within a time frame approved by the Contract Manager for any damage or vandalism found by Contractor's employees, agents, or Subcontractors. Contractor shall provide County a cost estimate and obtain approval from the Contract Manager before proceeding with the repair. All damaged amenities shall be repaired to the satisfaction of the Contract Manager.
- ii. Upon notification from the Contract Manager or discovery by Contractor's employee of any potential hazard or damage that presents a safety concern to the public, the Contractor shall take immediate steps to tape off or otherwise prevent public access to the hazard and to notify Contract Manager of the need for repair and corrective measures taken. The Contractor shall note the hazard/damage on the Checklist and provide a copy to the Contract Manager within 24 hours, electronically or by fax. The Contractor shall also expedite the repair process by providing a repair estimate within 24 hours or as otherwise agreed by Contract Manager.

Failure to comply with the requirements for rendering the condition safe and completion of repairs within the allotted time frame may result in the assessment specified in subsection M.4.a.

- iii. Contractor shall repair all leaking or damaged trash receptacles within five working days of oral or written notice from Contract Manager or at times found by Contractor's employees, agents, or Subcontractors. In the event that the repairable or damaged trash receptacle cannot be repaired prior to the next scheduled collection, Contractor may, with the approval of the Contract Manager, provide a temporary but acceptable trash receptacle until Contractor provides a permanent replacement. A trash receptacle is considered acceptable when it has a solid exterior and liner and has a cover or dome to prevent rain water from getting into the trash receptacle. Failure to comply with this requirement shall result in the assessment of liquidated damages specified in Section M.4.f.
- iv. Contractor shall maintain a record of all the repaired or replaced amenities. The record shall include, but not limited to, location, type of amenities, date of repair or replacement, and reason for repair or replacement. Contractor shall submit a monthly log specifying, at minimum information defined in subsection F.10.a, Reports.

c. Duty to Remove

- i. The County reserves the right to require the Contractor to remove bus stop amenities for any reason at the cost specified in Form PW-2, Schedule of Prices, Removal of Bus Stop Amenities.
- ii. Said removal shall be performed in accordance with all applicable laws, ordinances, or other regulations and the premises shall be restored to their original condition as set forth in Subsection F.13, Restoration of Site Upon Removal or Relocation.
- iii. If the bus stop amenity is totally destroyed due to fire, accident, or force of nature; Contractor shall immediately notify the Contract Manager and remove the affected amenities within 24 hours of notification by the Contract Manager or discovery. Failure to remedy an emergency removal within the allotted time frame shall result

in the assessment specified in Section M.4.g, Liquidated Damages.

d. Replacement

Contractor shall:

- i. Notify and obtain prior approval from the Contract Manager before replacement is made. Work shall be completed within five working days or within a time frame approved by the Contract Manager at the cost specified in Form PW-2, Schedule of Prices, Replacement.
- ii. Be responsible for providing all necessary replacement equipment and labor for maintenance, including trash receptacle exterior frames, liners, and all necessary parts, accessories, or materials for reconstruction or maintenance of said Contract at the cost specified in Form PW-2, Schedule of Prices, Replacement. Unless approved otherwise by the Contract Manager the replacement equipment and/or parts and accessories shall be identical to the original design. The Contract Manager will consider alternative trash receptacles, including liners and dome covers proposed by Contractor.
- iii. Charge in accordance with Contractor's price stated in Form PW-2, Schedule of Prices, Replacement, for each replacement of each part or entire amenity, labor, or any other necessary changes.

e. Relocation

Contractor Shall:

- i. At the request of Contract Manager, Contractor shall relocate any bus stop amenity, at the cost specified in Form PW-2 Schedule of Prices, Relocation.
- ii. Make arrangements to diligently pursue construction completion of any relocated amenity. A bus stop amenity shall be considered completed when 1) all installations, assemblies, and electrical connections (if any) are accepted by the Contract Manager or County inspector; 2) the amenity is fully functional; and 3) the amenity may be safely used by the public.

- iii. Be responsible to energize bus stop shelters using either hard wire or solar panels attached directly to the shelter or to a pole adjacent to the shelter in a method approved by the Contract Manager.
- iv. Perform relocations in accordance with all applicable laws, ordinances, or other regulations and the premises shall be restored to their original condition as set forth in Section F.13, Restoration of Site Upon Removal or Relocation.

f. Electrical Work

Electrical repair work shall comply with the National Electrical Code (NEC) requirements. Contractor shall have the right to enter upon and into the bus shelters at any reasonable time with its certified electrician for the purposes of any electrical maintenance. Contractor shall have access to all necessary electric wires, meters, clockwork machinery, and other parts of the structure necessary for maintaining the shelters and all such work shall be included with the price specified in Form PW-2, Schedule of Prices, Routine Maintenance of Bus Shelters and Amenities. If an electrical malfunction occurs, the Contractor shall deenergize the shelter and notify the Contract Manager immediately. All repairs shall be completed within 24 hours. Failure to comply with this requirement shall result in the assessment specified in Section M.4.b, Liquidated Damages.

g. Electrical Lighting and Solar-Powered Lighting

All bus shelters shall be illuminated from dusk to dawn. Contractor shall be responsible to ensure proper illumination within bus shelters using either hard wire or solar panels attached directly to the shelter or to a pole adjacent to the shelter in a method approved by the Contract Manager. During each maintenance visit, Contractor shall examine lighting for functionality for shelters that are hard-wired or have solar panels attached to the roof. Stand-alone solar-powered light poles are to be examined every two months for functionality. If electrical lights or solar-powered lights are found to be malfunctioning at the time of maintenance, or upon oral or written request from Contract Manager, Contractor shall be required to repair or replace electrical or solar-powered lighting with similar lighting within 48 hours or within a time frame approved by the Contract Manager. If new batteries are required for solar-powered lighting, the old batteries shall be recycled in accordance with all Federal, State, and local regulations.



Contractor shall provide a receipt to ensure that solar panels and apparatus are recycled properly. Failure to comply with this requirement shall result in the assessment specified in Sections M.4.c and/or M.4.d, Liquidated Damages.

h. Performance Requirements

Public Works will make monthly inspections of randomly selected shelters to ascertain the condition of shelters. A shelter may be considered in unacceptable condition if one or more of the following conditions are found during the inspection:

- Visible graffiti from the street
- An unsightly/significant amount of litter, dust, dirt, or weeds within a 10-foot radius of shelter
- Overflow of trash
- Missing or damaged components of shelter that pose danger to the public
- Exposed electrical wires
- No illumination

When there is a justifiable reason for the shelter to be in an unacceptable condition, such as a community event that took place immediately prior to the inspection, the Contractor shall provide this justification in writing to the Contract Manager.

i. Suppliers

The following is a list of suppliers available to provide trash receptacles, benches, and shelters that conform with the Specifications included in Exhibit G and Drawings in Exhibit H as required for the Program. The material and labor will be reimbursed through prices listed in Schedule of Prices, Section B, Replacement. Contractor may use alternate suppliers which will be reviewed and approved in the sole discretion of the County.

For bus shelters, trash receptacles, and benches, Contractor can contact any of the following:

- (1) LNI Custom Manufacturing, Inc.  
12536 Chandron Avenue  
Hawthorne, CA 90250  
(310) 978-2000, Fax (310) 978-4000  
Contact: Craig Watterson

- (2) Seating Component  
4520 East La Palma Avenue  
Anaheim, CA 92807-1908  
(714) 693-3376, Fax (714) 693-3353  
Contact: Mark Fossier
- (3) Tolar Manufacturing, Inc.  
258 Mariah Circle  
Corona, CA 92879  
(951) 808-0081, Fax (951) 808-0041  
Contact: Patrick Merrick Vendors for Solar Light Poles only
- (4) National Solar Technologies  
166 Taylor Road  
Depew, NY 14043  
(800) 310-7413, Fax (716) 683-8655  
Contact: Paul Vargovich, Jr.
- (5) Sol Inc.  
3210 SW 42nd Avenue  
Palm City, FL 34990  
(800) 959-1329, Fax (772) 286-9616  
Contact: Matt Hollister
- (6) Urban Solar Corporation  
4211 Commerce Circle  
Victoria, BC  
V8Z 6N6, Canada  
(788) 430-5516  
Contact: Jeff Peters
- (7) All Purpose Manufacturing, Inc.  
6401 Nohl Ranch Road, Suite 80  
Anaheim, CA 92807  
(877) 877-8006  
Contact: Mark Fossier or Orlando Vargas

5. Collection, Transportation, and Disposal of Waste from Designated Transit Stops

a. General Scope

Contractor shall only dispose of waste under this Contract at permitted facilities and shall comply with all Federal, State, and local laws and regulations. Except as noted otherwise, Contractor

shall NOT collect, transport, or dispose of hazardous or toxic materials as defined per Federal, State, or local laws or regulations under this Contract. Contractor shall immediately notify County if hazardous or toxic materials are discovered during the collection.

Waste collection, transportation, and disposition shall be done in a thorough and professional manner to the satisfaction of the Contract Manager. The Contract Manager shall approve or disapprove Contractor's performance under this Contract. These services shall be performed by a permitted trash hauler. Under the requirements of the permit, which is issued by the County of Los Angeles Department of Health Services (DHS) per Title 20, Division 4, Los Angeles County Code, the sizes and types of the trucks, etc. will be determined. The hauler's facility to store and maintain the trucks will also be regulated by DHS. For further information regarding this requirement you may contact DHS at (626) 430-5550.

b. Emergency Services

Emergency manual waste collection services required to eliminate a hazard to either pedestrian, property, or vehicular traffic may occur at any time and day, but only to the extent required to remove the hazard. Other exceptions for specific locations may be allowed upon approval of the Contract Manager.

c. Frequency of Collection

Contractor shall manually collect waste from all trash receptacles at designated transit stops indicated in Exhibit L.

Routine collection of waste shall be done once a day, three times a week, Monday through Friday, including holidays, unless otherwise specified. Routine collection of waste shall be done in accordance with hours specified in Section D, Hours and Days of Service.

Contractor shall strictly adhere to the collection schedule and frequency of collection unless otherwise specified or directed by the Contract Manager.

Contractor may be required, upon oral or written request from the Contract Manager, to return to any collection route to collect waste not picked up at the designated transit stops. This shall be performed whenever directed by the Contract Manager.

Failure to comply with each collection schedule shall result in the assessment specified in Section M.4.e, Liquidated Damages.

d. Noncollection Items

Hazardous materials and all bulk items including, but not limited to, furniture, appliances, household bedding, mattresses, box springs, stoves, refrigerators, and other household items considered as noncollection items by waste haulers shall NOT be collected by Contractor. Contractor shall report all noncollection items to Public Works Programs Development Division at (626) 458-3907 (Monday through Thursday) on the same business day. If Public Works office is closed, Contractor shall report noncollection items on the next Public Works' business day and keep a record of all locations where the noncollection items have been left.

e. Care of Liners

All liners, for manual collection, shall be properly returned and placed after collection. Liners shall not be deposited on the streets, highways, or on adjoining property. Contractor, its agents, and/or its employees shall not throw or drop liners from the truck onto the pavement or in any other way that may break or damage them.

At the time of collecting waste from each trash receptacle each day, Contractor shall place and secure a plastic bag inside each liner to maintain the clean condition of the aluminum/plastic liners. The plastic bags shall be heavy duty and designed to have suitable strength to contain the waste materials therein.

f. Collection Specifications

The County reserves the right to add or remove trash receptacle locations throughout the unincorporated areas of the County as specified in Exhibit L, at any time during the term of this Contract at the sole discretion of the Contract Manager. The cost of waste collection, transportation, and disposal shall be specified in Form PW-2, Schedule of Prices, for Collection, Transportation, and Disposal of Waste.

g. Waste Collection and Reporting

- i. Waste Collection - All waste collected from the trash receptacles shall be sent to a permitted materials recovery facility (MRF) for processing and recovery of recyclables to the maximum extent reasonable and feasible including, but not limited to, paper, California Redemption Value beverage containers, glass, No. 1 and 2 plastics, steel, and aluminum.

Waste remaining after the removal of recyclables may be disposed of at a permitted waste disposal facility. Unless otherwise approved in writing by the Contract Manager, the Contractor or the MRF operator SHALL NOT dispose of any recovered recyclables in a disposal site and/or transformation facility.

A list of all permitted MRFs in the County can be obtained by calling the Solid Waste Information System hotline at (800) 320-1771 or by visiting [www.solidwastedrs.org](http://www.solidwastedrs.org) and clicking on "Where to Take Your Waste" link on the left side and choosing option 3 for a list of transfer stations. The proper disposal and storage of waste material is regulated by the DHS per Title 11, Los Angeles County Code.

- ii. Reporting - Contractor shall prepare reports on a monthly basis that provide the following information on waste collected from the trash receptacles:
  - (1) Month and year of reported collection
  - (2) Total quantity (in tons) of waste collected
  - (3) Location (route, community, watershed, etc.) where the waste was collected
  - (4) The permitted materials recovery, disposal, or transfer facility where the collected waste was sent (facility name, address, and contact information)
  - (5) Quantity of collected waste (in tons) recovered/salvaged (i.e., not sent for disposal) by the MRF
  - (6) Quantity of collected waste (in tons) sent for disposal

Note that total tons collected shall equal tons recovered/salvaged plus tons disposed.

Monthly reports containing the above information in a format acceptable to the Contract Manager are due no later than 15 days after the last day of the month included in the report. Reports shall be signed by an authorized representative of the Contractor. Monthly reports prepared by the MRF containing all of the information above and in a format acceptable to the Contract Manager and transmitted by the required date with a letter signed by the Contractor's

authorized representative will be acceptable. Failure to submit this report within the allotted time frame shall result in the assessment specified in subsection M.4.i, Liquidated Damages.

6. Title of Improvements

All structures, constructed and maintained by the Contractor upon the County's right of way pursuant to the Contract shall remain the ownership of the County. Upon termination or cancellation of Contract, Contractor shall not perform any additional routine maintenance service, but shall complete any work in progress.

7. National Pollutant Discharge Elimination System

The Contractor shall not allow any debris from its operations under this Contract to be deposited into the storm drains and/or street gutters. Such debris is in violation of the NPDES regulations. According to the NPDES regulations, nothing shall be discharged into the storm drain system other than stormwater. The Contractor shall follow all NPDES regulations in accordance with the Contractor's Work Plan. The Contractor shall follow its Work Plan throughout the entire Contract unless otherwise approved in writing by the Contract Manager. Failure to comply with the NPDES regulations shall result in the assessment specified in subsection M.4.f., Liquidated Damages.

8. Staffing

Contractor shall provide a minimum of nine staff, one per waste collection vehicle, for maintenance, as-needed work, and manual waste collection activities stipulated under this Contract. Contractor shall also employ a Lead Person or Field Supervisor supervising the maintenance routes, collection routes and all as-needed repair, installation, removal, and relocation work.

a. Lead Person

Contractor shall assign a lead person whose responsibility shall be to represent Contractor's operation in the field and who shall serve as liaison between Contractor's crews in the field and the County. The lead person shall spend as much time supervising the collection routes as needed to accomplish the provisions of these Specifications.

The lead person shall be provided with a separate vehicle, other than a vehicle used for collection of waste. Within ten days of the

award of this Contract, Contractor shall inform the Contract Manager of the name, title, and telephone number of the assigned lead person.

9. Specifications, Permits, and Inspections

a. Waste Collector Permit

Prior to award of this Contract, Contractor shall successfully apply and obtain a Waste Collector Permit issued by the County of Los Angeles Department of Public Health as required by Sections 20.72.020 and 20.72.040 A and B of the Los Angeles County Code, Title 20, Division 4. A copy of the application is available in Exhibit M.

Following is the contact information for the Department of Public Health:

County of Los Angeles  
Department of Public Health  
Environmental Health/Environmental Protection Bureau  
Solid Waste Management Program  
5050 Commerce Drive  
Baldwin Park, CA 91706  
(626) 430-5540  
Contact: Hung Vo, EHS III

b. Permits and Inspections

As requested, Contract Manager will provide typical designs and specifications, as well as all necessary permits and inspections for the construction of any relocation or replacement bus stop shelter, including amenities as well as any bus bench or trash receptacle, including a description of materials to be used as shown in Exhibit G, Bus Stop Shelter Specifications, and Exhibit H, Drawings. Contractor shall submit final design for aforementioned facilities and amenities to Contract Manager for final approval prior to installation.

All removal, relocation, and installation work shall conform to the Standard Specifications for Public Works Construction latest edition. All work and workmanship deemed to be substandard or inadequate by the Contract Manager will be corrected or replaced at no cost to County.

10. Reports

Contractor shall submit monthly reports along with the invoice. The first monthly report shall be due no later than 15 days after the first month, commencing from the first day of operation.

The reports shall be submitted via fax to Mr. Fred Wong at (626) 979-5313, within 15 days of the end of the previous month or via mail to the County of Los Angeles Department of Public Works, Programs Development Division, Transit Operations Section, P.O. Box 1460, Alhambra, California 91802-1460, within the same due date as via fax unless otherwise notified by the Contract Manager. The person to whom the reports are to be addressed is subject to change. Public Works will notify the Contractor of any such change.

Monthly reports are as follows:

- a. A comprehensive report of all repairs, removals, relocations, and replacements of bus stop shelters, benches, trash receptacles, and other bus stop amenities in the unincorporated areas of the County as specified in Exhibit L. Reports shall include service date, location, reason for service, description of service, and any other information required by Contract Manager.
- b. A detailed waste disposal report as defined under subsection F.5.g.ii, Waste Collection and Reporting.
- c. A Safety Inspection report of the transit stops and amenities along with safety checklists completed for all inspected locations. Reports shall include inspection date, location, description of safety concern or finding, corrective measures, and any other information required by Contract Manager as defined in subsection F.4.a.iv, Safety Inspection.

When Contractor submits monthly reports to the Contract Manager such reports shall be deemed timely only if delivered or postmarked on or before the due date. If reports are not received in a timely manner, County may withhold payment on Contractor's invoice until the receipt of the required reports.

In addition to the regular monthly reports, the Contractor shall provide a report every two months detailing test results for functionality of all stand-alone solar-powered light poles.



11. Routes and Changes

Contractor shall prepare and file with the Contract Manager within 30 days of the award of this Contract, a schedule for maintenance and trash collection. Each schedule should include a complete map of each route. As part of each schedule, Contractor shall provide Contract Manager detailed information as to how Contractor proposes to schedule on or around holidays. Said schedules shall be approved by the Contract Manager. The schedule, when approved by the Contract Manager, shall be maintained unless a change therein is first approved by the Contract Manager and notice thereof is given as hereinafter provided.

Thereafter, before any change in the maintenance schedule is made by Contractor, Contractor shall provide ten working days prior written notice of the proposed change to the Contract Manager, along with the proposed revised maintenance schedule, together with a new map. No such change may be effected until first approved by the Contract Manager.

12. Public Convenience and Safety

Contractor's operations shall cause no unnecessary public inconvenience. The access right of the public in the streets shall be considered at all times.

Contractor shall provide all safety measures necessary to protect the public and his/her workers including, but not limited to, temporary traffic control device prior to perform work at transit stops.

In the event the Contractor's employee discovers a damage or vandalism that may poses hazard to the public, Contractor shall immediately notify the County and report any corrective measures undertaken or to be undertaken by the Contractor.

13. Restoration of Site Upon Removal or Relocation

Upon removal or relocation of any bus stop amenities, the sites shall be restored by the Contractor to their original condition or to the satisfaction of the Contract Manager. All obstructions shall be removed and any holes shall be filled with material compatible with existing material.

Concrete work, if any, requires the prior approval of Contract Manager and may be performed by County or other forces at the sole discretion of the Contract Manager.

14. Uniforms

All field employees of Contractor working under this Contract shall be dressed with uniformity and in clean uniforms furnished by Contractor to the satisfaction of the Contract Manager. The uniform shall bear Contractor's name and logo, if applicable. Contractor shall maintain an array of uniforms in various sizes and materials for use by employees.

Contractor's employees shall not remove portions of their uniform while working under this Contract. No employee shall start work unless the employee is dressed in a clean uniform. Contractor shall furnish each employee a set of rain gear, which shall be carried in the vehicle for use in case of inclement weather.

15. Entering Private Property

Unless otherwise specified in this Contract or by the order of the Contract Manager, Contractor shall conduct all of its activities and operations within the confines of the County's right of way. Contractor shall not allow its employees to use private property for eating, coffee breaks, or any other reason or use water from such property without the written permission of the owner.

Contractor shall indemnify and hold the County harmless from all claims of damages occasioned by such work or activity, whether done in compliance with this section and with permission or in violation of this section without permission.

G. Alternative Bus Stop Amenities and Adjustments to Price

If during the term of this Contract the listed materials including, but not limited to, bus stop shelters, bus benches, trash receptacles, and other bus stop amenities are no longer commercially available at costs reasonably similar to the costs incurred at time of bid, Contractor shall complete and submit the form included in Exhibit I for the Contract Manager's approval of these increased costs.

If the County requires the Contractor to maintain an alternative type or design of a bus stop amenity that did not exist at the time of the award of this Contract, Contractor shall submit the enclosed form in Exhibit I, indicating the revised cost of maintenance, as-needed repair, replacement, relocation, and removal of such amenity for the Contract Manager's approval.

H. Pass-Through Costs and Extra Work

The County recognizes that there may be needed construction, installation, maintenance, repair, or modification to bus stop shelters or other bus stop amenities not covered under this Contract and for which the Contractor is not compensated under Form PW-2, Schedule of Prices.

A couple of examples for pass-through costs are as follows:

- Modify or retrofit bus stop amenities.
- Add innovative features in accordance with transit needs or technological development. (i.e. Install real-time bus arriving information display, information booth, or other power source that conserves energy to operate shelters)

The County shall allow the Contractor to pass-through the amounts necessary to cover the following specific items only if the County has authorized the work in Exhibit I or in writing prior to the licensee's initiation of work for the item(s). Claims for payment of pass-through costs shall include all supporting documentation of costs, approvals, and copies of vendor invoices. In order to be eligible for pass-through costs for items not specifically mentioned in the Form PW-2, Schedule of Prices, the licensee must present the required scope of repairs to the Contract Manager, and the Contract Manager must approve the repairs in writing prior to the work commencing.

If Extra Work, including but not limited to any emergency or unforeseen work, is necessary, the Contractor shall provide Public Works with a cost estimate, including the number of hours required for the work broken down by job classification. Public Works, at its sole discretion, may issue a Notice to Proceed to the Contractor for Extra Work. Extra Work shall conform to the requirements in subsection 3-3 of the "Standard Specifications for Public Works Construction, 2006 Edition," and the Public Works' "Additions and Amendments to the Standard Specifications for Public Works Construction, 2006 Edition," dated June 2006. Electrical repair work shall comply with the NEC requirements.

I. Responsibilities of Public Works

Public Works' responsibilities will include, but not be limited to, monitoring and inspecting Contractor's performance to ensure compliance with the Terms, Requirements, Specifications, and Conditions described herein.

Public Works will make monthly inspections of randomly selected shelters to ascertain the condition of shelters. A minimum of 90 percent of the shelters inspected on a quarterly basis shall meet the maintenance requirements indicated in Section F. Failure to comply with this requirement shall result in the assessment specified in subsection M.4.j. Liquidated Damages. Before liquidated damages are assessed, the Contractor may provide a written explanation regarding justifiable reasons for the unacceptable condition, such as a community event that took place immediately prior to the inspection.

J. Utilities

The County will not provide utilities.

K. Storage Facilities

The County will not provide storage facilities for the Contractor. Contractor shall properly store all vehicles, equipment, and materials including, but not limited to, auxiliary shelters, benches, solar-powered lighting, trash receptacles and parts, accessories and materials necessary for repair, and replacement and maintenance of the equipment and County facilities at the sole cost of the Contractor at its own facilities. Contractor shall be responsible for determining and storing the appropriate number of auxiliary units necessary to ensure the prompt replacement of damaged units.

L. Special Safety Requirements

1. All Contractor's operators shall be expected to observe all applicable State of California Occupational Safety, Health Administration (Cal/OSHA), and Public Works' safety requirements while at Public Works' jobsites.
2. Hard hats will be worn at all times. Suitable clothing, gloves, and shoes that meet Cal/OSHA requirements are required.
3. 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.
4. Special emphasis shall be placed on public safety during this service, particularly when adjacent to roadways, sidewalks, and bicycle trails. Contractor shall be responsible for providing all necessary safety measures to ensure public safety within the limits of or adjacent to each particular service.

Contractor shall do the following for safety issues:

- a. Public Safety: Contractor shall perform a prework survey to identify potential safety issues and, if any are found, address them before work starts; if any hazards are found, the Contractor will report to the County's Contract Manager; if the hazards are potentially harmful or pose imminent risk to the public, contact 911.

- b. Emergency Response: When the emergency involves injury to a member of the public, call 911; stay with the injured person until help arrives, if doing so does not pose a risk to the County crews or Contractor, and direct emergency services to the injured person, if practical; secure the site to restrict the public from going through the area. When needed, use appropriate signage and delineations.
- c. Contractor shall file a County of Los Angeles Non-Employee Injury Report form to document the incident and injuries to the public and transmit the forms to Public Works representative (PWR) within two business day or first day of the next business week. PWR will provide the report form.
- d. Contractor shall submit a project safety plan and provide training to employees on the above provisions.
- e. Contractor shall provide traffic control that conforms to the most recent version of the California Department of Transportation Manual of Traffic controls for Maintenance Work Zones wherever work operations encroach upon public streets or highways, bikeways, pedestrian paths, and/or employees of the Contractor are exposed to traffic hazards. Contractor shall ensure that all traffic control configurations, devices, equipment, and setup comply with the California Department of Transportation Manual of Traffic Controls for Construction and Maintenance Work Zones.

M. 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 liquidated damages in the sum of \$100 for each consecutive calendar day that the Contractor fails to comply with any requirements not addressed in Section M.4 listed below within the time specified unless otherwise provided in this scope.
4. All the time limits and acts are required to be done in accordance with this Contract and should Contractor fail to perform or complete the work required to be done set forth in this Contract, the County may assess liquidated damages through a separate invoice process as follows:
- a. Failure to remedy, within 24 hours after notification by the Contract Manager, an emergency repair of a bus stop amenity subject to a potential hazard, damage, or vandalism of an emergency nature, which is found to be justified by the Contract Manager - \$250 per occurrence per day for bus stop shelter and \$100 per occurrence per day for bus bench or trash receptacle as outlined in Section F.4.b.ii.
  - b. Failure to repair or replace damaged, faulty or exposed electrical components related to the illumination of the bus stop shelter and its immediate area within 24 hours after notification by the

Contract Manager - \$500 per occurrence per day as outlined in Section F.4.f, Electrical Work.

- c. Failure to repair or replace shelter lighting within 48 hours of notification by the Contract Manager - \$100 per occurrence per day in Section F.4.g.
- d. Failure to recycle batteries used for solar lighting in accordance with all Federal, State, and local regulations - \$200 per occurrence as outlined in Section F.4.g.
- e. Failure to maintain the schedule for the manual collection of waste during the hours of service as defined in Section F.5.c - \$50 per day per unit not collected on the scheduled day.
- f. Failure to comply with NPDES regulations or to replace leaking or damaged trash receptacles with similar trash receptacles within five working days of notification by the Contract Manager - \$100 per each occurrence per day as outlined in Section F.7 and F.4.b.iii, respectively.
- g. Failure to remedy, within 24 hours after notification by the Contract Manager, an emergency removal of a bus stop amenity, which is found to be justified by the Contract Manager - \$50 per each occurrence per day for bus bench or trash receptacle and \$200 per each occurrence per day for bus stop shelter as outlined in Section F.4.c.iii.
- h. Failure to perform all operations to remove or cover graffiti from all exterior surfaces of bus stop shelters, bus benches, trash receptacles, and solar panels and apparatus, within 24 hours of notification by the Contract Manager - \$50 per occurrence per day as defined in Section F.3, Graffiti Removal Services.
- i. Failure to submit any reports in the time frame as specified in the Contract - \$100 per occurrence per day as outlined in Exhibit A, subsection F.5.g.ii and Section F.10, Reports; and subsection F.4.a.iv, Safety Inspection.
- j. Failure to maintain the shelters as required in Section F, thereby resulting in the county determining, as part of the random monthly monitoring, less than 90 percent of the shelters quarterly inspected are in an acceptable condition as outlined in Section I - \$500 per quarter.

- k. Failure to remedy or pressure wash a shelter found to be in an unacceptable condition within two days of receipt of notice from County - \$50 per day per shelter.

N. 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 (24 hours a day, seven days a week, 365 days a year) 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.

O. Contractor's Quality Control Plan

The Contractor shall establish and maintain a Quality Control Plan to assure the requirements of this Contract are met. An updated copy shall be provided to the Contract Manager on this Contract's start date and as changes occur. The plan shall include, but not be limited to, the following:

1. It shall specify the activities to be inspected on either a scheduled or unscheduled basis, how often inspections will be accomplished, and the title of the individual(s) who will perform the inspection.
2. The methods for identifying and preventing deficiencies in the quality of service performed before the level of performance becomes unacceptable.
3. A file of all inspections conducted by Contractor and, if necessary, the corrective action taken. This documentation shall be made available as requested by the County during the term of this Contract.
4. The methods for continuing service to the County in the event of a strike of Contractor's employees.

P. Safety Training

The Contractor shall provide safety training for staff responsible for maintenance and inspections at a minimum of once per year. Safety training shall be designed to prepare staff as safety inspectors for all bus stop amenities. Training shall cover inspection procedures, including the identification and response to any potential hazard or damage that presents a safety concern to the public.



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 service.

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 person or 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. In the performance of this Contract, Contractor shall comply with all applicable Federal, State, and local laws, rules, regulations, ordinances, directives, guidelines, policies and procedures, and all provisions required thereby to be included in this Contract are hereby incorporated herein by reference.
2. Contractor shall indemnify, defend, and hold harmless County, its officers, employees, and agents, from and against any and all claims, demands, damages, liabilities, losses, costs, and expenses including, without limitation, defense costs and legal, accounting and other expert, consulting or professional fees, arising from, connected with, or related to any failure by Contractor, its officers, employees, agents, or

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Subcontractors, to comply with any such laws, rules, regulations, ordinances, directives, guidelines, policies, or procedures, as determined by County in its sole judgment. Any legal defense pursuant to Contractor's indemnification obligations under this paragraph shall be conducted by Contractor and performed by counsel selected by Contractor and approved by County. Notwithstanding the preceding sentence, County shall have the right to participate in any such defense at its sole cost and expense, except that in the event Contractor fails to provide County with a full and adequate defense, as determined by County in its sole judgment, County shall be entitled to retain its own counsel, including, without limitation, County Counsel, and to reimbursement from Contractor for all such costs and expenses incurred by County in doing so. Contractor shall not have the right to enter into any settlement, agree to any injunction or other equitable relief, or make any admission, in each case, on behalf of County without County's prior written approval.

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 indemnify, defend, and hold harmless County, its officers, employees, and agents from and against any and all claims, demands, damages, liabilities, losses, costs, and expenses, including, without limitation, defense costs and legal, accounting and other expert, consulting, or professional fees, arising from, connected with, or related to any failure by Contractor, its officers, employees, agents, or Subcontractors to comply with this paragraph, as determined by County in its sole judgment. Any legal defense pursuant to Contractor's indemnification obligations under this Paragraph shall be conducted by Contractor and performed by counsel selected by Contractor and approved by County. Notwithstanding the preceding sentence, County

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shall have the right to participate in any such defense at its sole cost and expense, except that in the event Contractor fails to provide County with a full and adequate defense, as determined by County in its sole judgment, County shall be entitled to retain its own counsel, including, without limitation, County Counsel, and to reimbursement from Contractor for all such costs and expenses incurred by County in doing so. Contractor shall not have the right to enter into any settlement, agree to any injunction, or make any admission, in each case, on behalf of County without County's prior written approval.

3. 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 and 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, 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

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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 indemnify, 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,

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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

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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

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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.
4. In addition to the above, the Contractor agrees, should the County or its authorized representatives determine, in the County's sole discretion, that it is necessary or appropriate to review a broader scope of the Contractor's records (including, certain records related to non-County Contracts) to enable the County to evaluate the Contractor's compliance

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with the County's Living Wage Program, that the Contractor shall promptly and without delay provide to the County, upon the written request of the County or its authorized representatives, access to and the right to examine, audit, excerpt, copy, or transcribe any and all transactions, activities, or records relating to any of its employees who have provided services to the County under this Contract, including without limitation, records relating to work performed by said employees on the Contractor's non-County Contracts. The Contractor further acknowledges that the foregoing requirement in this subparagraph relative to Contractor's employees who have provided services to the County under this Contract is for the purpose of enabling the County in its discretion to verify the Contractor's full compliance with and adherence to California labor laws and the County's Living Wage Program. All such materials and information 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 the Contractor and shall be made available to the County during the term of this Contract and for a period of five years thereafter unless the County's written permission is given to dispose of any such materials and information prior to such time. All such materials and information shall be maintained by the Contractor at a location in Los Angeles County, provided that if any such materials and information is located outside Los Angeles County, then, at the County's option, the Contractor shall pay the County for travel, per diem, and other costs incurred by the County to examine, audit, excerpt, copy, or transcribe such materials and information at such other location.

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 or other agency or entity acceptable to County 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 of whether the member of Contractor's staff passes or fails the background investigation.

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If a member of Contractor's staff does not pass the background investigation, County may request that the member of Contractor's staff be removed immediately from performing services under the Contract. Contractor shall comply with County's request at any time during the term of the Contract. County will not provide to Contractor or to Contractor's staff any information.

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, defend, 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

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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.

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## 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 Public Works' jobsites.

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 Material 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, 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, Appointed 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

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Districts, Elected Officials, Appointed 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, 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

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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, 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.

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## 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 the 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.

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## 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

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"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](http://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](http://www.babysafela.org) for printing purposes.

## SECTION 9

### COMPLIANCE WITH COUNTY'S LIVING WAGE PROGRAM

#### A. Living Wage Program

This Contract is subject to the provisions of County's ordinance entitled Living Wage Program as codified in Sections 2.201.010 through 2.201.100 of the Los Angeles County Code, a copy of which is attached hereto as Form LW-1 and incorporated by reference into and made a part of this Contract.

#### B. Payment of Living Wage Rates

1. Unless Contractor has demonstrated to County's satisfaction either that Contractor is not an "Employer" as defined under the Living Wage Program (Section 2.201.020 of County Code) or that Contractor qualifies for an exception to the Living Wage Program (Section 2.201.090 of County Code), Contractor shall pay its Employees no less than the applicable hourly living wage rate, as set forth immediately below, for the Employees' services provided to County, including, without limitation, "Travel Time" as defined below in subsection 5 of this Section 9.B under this Contract:
  - a. Not less than \$11.84 per hour if, in addition to the per-hour wage, Contractor contributes less than \$2.20 per hour towards the provision of bona fide health care benefits for its Employees and any dependents; or
  - b. Not less than \$9.64 per hour if, in addition to the per-hour wage, Contractor contributes at least \$2.20 per hour towards the provision of bona fide health care benefits for its Employees and any dependents. Contractor will be deemed to have contributed \$2.20 per hour towards the provision of bona fide health care benefits if the benefits are provided through County Department of Health Services Community Health Plan. If, at any time during this Contract, Contractor contributes less than \$2.20 per hour towards the provision of bona fide health care benefits, Contractor shall be required to pay its Employees the higher hourly living wage rate.
2. For purposes of this Section, "Contractor" includes any Subcontractor engaged by Contractor to perform services for County under this Contract. If Contractor uses any Subcontractor to perform services for County under this Contract, the Subcontractor shall be subject to the provisions of this Section. The provisions of this Section shall be inserted into any such Subcontract and a copy of the Living Wage Program shall be attached to the Subcontract. "Employee" means any individual who is an employee of Contractor under the laws of California, and who is providing full-time

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services to Contractor, some or all of which are provided to County under this Contract. "Full-time" means a minimum of 40 hours worked per week, or a lesser number of hours, if the lesser number is a recognized industry standard and is approved as such by County; however, fewer than 35 hours worked per week will not, in any event, be considered full-time.

3. If Contractor is required to pay a living wage when this Contract commences, Contractor shall continue to pay a living wage for the entire term of this Contract, including any option period.
4. If Contractor is not required to pay a living wage when this Contract commences, Contractor shall have a continuing obligation to review the applicability of its "exemption status" from the living wage requirement. Contractor shall immediately notify County if Contractor at any time either comes within the Living Wage Program's definition of "Employer" or if Contractor no longer qualifies for an exception to the Living Wage Program. In either event, Contractor shall immediately be required to commence paying the living wage and shall be obligated to pay the living wage for the remaining term of this Contract, including any option period. 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 Living Wage Program's definition of "Employer" and/or that Contractor continues to qualify for an exception to the Living Wage Program. Unless Contractor satisfies this requirement within the time frame permitted by County, Contractor shall immediately be required to pay the living wage for the remaining term of this Contract, including any option period.
5. For purposes of Contractor's obligation to pay its Employees the applicable hourly living wage rate under this Contract, "Travel Time" shall have the following two meanings, as applicable: 1) with respect to travel by an Employee that is undertaken in connection with this Contract, Travel Time shall mean any period during which an Employee physically travels to or from a County facility if Contractor pays the Employee any amount for that time or if California law requires Contractor to pay the Employee any amount for that time; and 2) with respect to travel by an Employee between County facilities that are subject to two different contracts between Contractor and County (of which both Contracts are subject to the Living Wage Program), Travel Time shall mean any period during which an Employee physically travels to or from, or between such County facilities if Contractor pays the Employee any amount for that time or if California law requires Contractor to pay the Employee any amount for that time.

C. Contractor's Submittal of Certified Monitoring Reports

Contractor shall submit to County certified monitoring reports at a frequency instructed by County. The certified monitoring reports shall list all of Contractor's Employees during the reporting period. The certified monitoring reports shall also verify the number of hours worked, the hourly wage rate paid, and the amount paid by Contractor for health benefits, if any, for each of its Employees. The certified monitoring reports shall also state the name and identification number of Contractor's current health care benefits plan, and Contractor's portion of the premiums paid as well as the portion paid by each Employee. All certified monitoring reports shall be submitted on forms provided by County, or any other form approved by County which contains the above information. County reserves the right to request any additional information it may deem necessary. If County requests additional information, Contractor shall promptly provide such information. Contractor, through one of its officers, shall certify under penalty of perjury that the information contained in each certified monitoring report is true and accurate.

D. Contractor's Ongoing Obligation to Report Labor Law/Payroll Violations and Claims

During the term of this Contract, if Contractor becomes aware of any labor law/payroll violations or any complaint, investigation, or proceeding ("claim") concerning any alleged labor law/payroll violation (including, but not limited to, any violation or claim pertaining to wages, hours, and working conditions, such as minimum wage, prevailing wage, living wage, the Fair Labor Standards Act, employment of minors, or unlawful employment discrimination), Contractor shall immediately inform County of any pertinent facts known by Contractor regarding the same. This disclosure obligation is not limited to any labor law/payroll violation or claim arising out of Contractor's Contract with County, but instead applies to any labor law/payroll violation or claim arising out of any of Contractor's operation in California.

E. County Auditing of Contractor Records

Upon a minimum of 24 hours' written notice, County may audit, at Contractor's place of business, any of Contractor's records pertaining to this Contract, including all documents and information relating to the certified monitoring reports. Contractor is required to maintain all such records in California until the expiration of five years from the date of final payment under this Contract. Authorized agents of County shall have access to all such records during normal business hours for the entire period that records are to be maintained.

F. Notifications to Employees

Contractor shall place County-provided living wage posters at each of Contractor's place of business and locations where Contractor's Employees are working. Contractor shall also distribute County-provided notices to each of its Employees at

least once per year. Contractor shall translate posters and handouts into Spanish and any other language spoken by a significant number of Employees.

G. Enforcement and Remedies

If Contractor fails to comply with the requirements of this Section, County shall have the rights and remedies described in this Section in addition to any rights and remedies provided by law or equity.

1. Remedies for Submission of Late or Incomplete Certified Monitoring Reports: If Contractor submits a certified monitoring report to County after the date it is due or if the report submitted does not contain all of the required information or is inaccurate or is not properly certified, any such deficiency shall constitute a breach of this Contract. In the event of any such breach, County may, in its sole discretion, exercise any or all of the following rights/remedies:
  - a. Withholding of Payment: If Contractor fails to submit accurate, complete, timely, and properly certified monitoring reports, County may withhold from payment to Contractor up to the full amount of any invoice that would otherwise be due, until Contractor has satisfied the concerns of County, which may include required submittal of revised certified monitoring reports or additional supporting documentation.
  - b. Liquidated Damages: It is mutually understood and agreed that Contractor's failure to submit an accurate, complete, timely, and properly certified monitoring report will result in damages being sustained by County. It is also understood and agreed that the nature and amount of the damages will be extremely difficult and impractical to fix; that the liquidated damages set forth herein are the nearest and most exact measure of damages for such breach that can be fixed at this time; and that the liquidated damages are not intended as a penalty or forfeiture for Contractor's breach. Therefore, in the event that a certified monitoring report is deficient including, but not limited to, being late, inaccurate, incomplete, or uncertified, it is agreed that County may, in its sole discretion, assess against Contractor liquidated damages in the amount of \$100 per monitoring report for each day until County has been provided with a properly prepared, complete, and certified monitoring report. County may deduct any assessed liquidated damages from any payments otherwise due to Contractor.
  - c. Termination/Suspension: Contractor's failure to submit an accurate, complete, timely, and properly certified monitoring report 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.

2. Remedies for Payment of Less Than the Required Living Wage: If Contractor fails to pay any Employee at least the applicable hourly living wage rate, such deficiency shall constitute a breach of this Contract. In the event of any such breach, County may, in its sole discretion, exercise any or all of the following rights/remedies:
  - a. Withholding Payment: If Contractor fails to pay one or more of its Employees at least the applicable hourly living wage rate, County may withhold from any payment otherwise due to Contractor the aggregate difference between the living wage amounts Contractor was required to pay its Employees for a given pay period and the amount actually paid to the Employees for that pay period. County may withhold said amount until Contractor has satisfied County that any underpayment has been cured, which may include required submittal of revised certified monitoring reports or additional supporting documentation.
  - b. Liquidated Damages: It is mutually understood and agreed that Contractor's failure to pay any of its Employees at least the applicable hourly living wage rate will result in damages being sustained by County. It is also understood and agreed that the nature and amount of the damages will be extremely difficult and impractical to fix; that the liquidated damages set forth herein are the nearest and most exact measure of damages for such breach that can be fixed at this time; and that the liquidated damages are not intended as a penalty or forfeiture for Contractor's breach. Therefore, it is agreed that County may, in its sole discretion, assess against Contractor liquidated damages of \$50 per Employee per day for each and every instance of an underpayment to an Employee. County may deduct any assessed liquidated damages from any payments otherwise due to Contractor.
  - c. Termination/Suspension: Contractor's failure to pay any of its Employees the applicable hourly living wage rate 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.
3. Debarment: In the event Contractor breaches a requirement of this Section, County may, in its sole discretion, bar Contractor from the award of future County Contracts for a period of time consistent with the seriousness of the

breach, in accordance with Los Angeles County Code, Section 2.202, Determinations of Contractor Nonresponsibility and Contractor Debarment.

H. Use of Full-Time Employees

Contractor shall assign and use full-time Employees of Contractor to provide services under this Contract unless Contractor can demonstrate to the satisfaction of County that it is necessary to use non-full-time Employees based on staffing efficiency or County requirements for the work to be performed under this Contract. It is understood and agreed that Contractor shall not, under any circumstance, use non-full-time Employees for services provided under this Contract unless and until County has provided written authorization for the use of same. Contractor submitted with its proposal a full-time-Employee staffing plan. If Contractor changes its full-time-Employee staffing plan, Contractor shall immediately provide a copy of the new staffing plan to County.

I. Contractor Retaliation Prohibited

Contractor and/or its Employees shall not take any adverse action which would result in the loss of any benefit of employment, any Contract benefit, or any statutory benefit for any Employee, person, or entity who has reported a violation of the Living Wage Program to County or to any other public or private agency, entity, or person. A violation of the provisions of this paragraph 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.

J. Contractor Standards

During the term of this Contract, Contractor shall maintain business stability, integrity in employee relations, and the financial ability to pay a living wage to its employees. If requested to do so by County, Contractor shall demonstrate to the satisfaction of County that Contractor is complying with this requirement.

K. Neutrality in Labor Relations

Contractor shall not use any consideration received under this Contract to hinder, or to further, organization of, or collective bargaining activities by or on behalf of Contractor's employees, except that this restriction shall not apply to any expenditure made in the course of good faith collective bargaining or to any expenditure pursuant to obligations incurred under a bona fide collective bargaining agreement, or which would otherwise be permitted under the provisions of the National Labor Relations Act.

## SECTION 10

### 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 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).

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 11

### 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 12

### 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 13

### DISABLED VETERAN BUSINESS ENTERPRISE PREFERENCE PROGRAM

- A. This Contract is subject to the provisions of the County's 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:
  - 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 an amount of not more than 10 percent of the amount of the 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 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 14

### PROPRIETARY CONSIDERATIONS

#### A. Ownership of County Materials

Contractor and County agree that all materials including, but not limited to, designs, specifications, techniques, plans, reports, deliverables, data, photographs, diagrams, maps, images, graphics, text, videos, advertising, software, source codes, website plans and designs, interactive media, drafts, working papers, outlines, sketches, summaries, edited and/or unedited versions of deliverables, and any other materials or information developed under this Contract and any and all Intellectual Property rights to these materials, including any copyrights, trademarks, service marks, trade secrets, trade names, unpatented inventions, patent applications, patents, design rights, domain rights, know-how, and any other proprietary rights and derivatives thereof, is and shall be the sole property of County (hereafter collectively, "County Materials"). Contractor hereby assigns and transfers to County all Contractor's rights, titles, and interest in and to all such County Materials developed under this Contract.

Notwithstanding such County ownership in the County Materials, Contractor may retain possession of working papers and materials prepared by Contractor under this Contract. During and for a minimum of five years subsequent to the term of this Contract, County shall have the right to inspect any and all such working papers and materials, make copies thereof and use the working papers and materials and the information contained therein.

#### B. Transfer to County

Contractor shall execute all documents requested by County and shall perform all other acts requested by County to assign and transfer to, and vest in County, all Contractor's rights, titles, and interest in and to the County Materials including, but not limited to, any and all copyrights, trademarks, service marks, trade names, unpatented inventions, patent applications, patents, design rights, domain name rights, know-how, and any other proprietary rights and derivatives thereof resulting from this Contract. County shall have the right to register all applicable copyrights, trademarks, and patents in the name of the County of Los Angeles. Further, County shall have the right to assign, license, or otherwise transfer any and all County's rights, titles, and interest including, but not limited to, copyrights, trademarks, and patents in and to the County Materials.

C. Indemnity

Contractor represents and warrants that the County Materials prepared herein under this Contract, is the original work of Contractor and does not infringe upon any Intellectual Property or proprietary rights of third-parties. For those portions of the County Materials that are not the original work of Contractor, Contractor represents and warrants that it has secured all appropriate licenses, rights, and/or permission from appropriate third-parties to include such materials in the County Materials.

Contractor shall defend, indemnify, and hold County harmless against any claims by third-parties based on infringement of copyright, patent, trade secret, trademark, or any other claimed Intellectual Property or proprietary right, arising from County's use of County Materials created and/or prepared by Contractor. Contractor will also indemnify and defend at its sole expense, any action brought against County based on a claim that County Materials furnished hereunder by Contractor and used within the scope of this Contract infringe any copyright, patent, trade secret, trademark, or any other claimed intellectual property or proprietary right of third-parties, and Contractor shall pay any costs, damages, and attorney's fees incurred by County. County will notify Contractor promptly and in writing of any such action or claim and will permit Contractor to fully participate in the defense thereof.

D. Copyright Notices

Contractor shall affix the following notice to all County Materials: "@ Copyright 2007 (or such other appropriate date of first publication), County of Los Angeles. All Rights Reserved." Contractor shall affix such notice on the title page of all images, photographs, documents, and writings; and otherwise as County may direct.

E. Acknowledgement/Attribution

County shall also have the sole right to control the preparation, modification, and revisions to all acknowledgment and/or attribution language for all County Materials resulting from this Contract. County will however, exercise reasonable efforts to honor requests by Contractor seeking removal of all acknowledgment and/or attribution language relating to the Contractor, should Contractor no longer wish to receive attribution for its work on the County Materials.

## SECTION 15

### PREVAILING WAGES

#### A. Prevailing Wages

The services provided in this Contract constitute "public works" as defined in the California Labor Code, and is therefore subject to payment of prevailing wages, compliance monitoring and enforcement by the Department of Industrial Relations (DIR).

The Director of the DIR 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](http://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. 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.

#### C. Posting of Prevailing Wage Rates

The Contractor shall comply with the provisions of Section 1773.2 of the Labor Code. The Contractor shall post a copy of the prevailing wage rates at the worksite

and comply with applicable law including posting of jobsite notices required by 8 California Code Reg. §16451(d):

"This public works project is subject to monitoring and investigative activities by the Compliance Monitoring Unit (CMU) of the Division of Labor Standards Enforcement, Department of Industrial Relations, State of California. This Notice is intended to provide information to all workers employed in the execution of the Contract for public work and to all contractors and other persons having access to the jobsite to enable the CMU to ensure compliance with and enforcement of prevailing wage laws on public works projects.

The prevailing wage laws require that all workers be paid at least the minimum hourly wage as determined by the Director of Industrial Relations for the specific classification (or type of work) performed by workers on the project. These rates are listed on a separate jobsite posting of minimum prevailing rates required to be maintained by the public entity which awarded the public works Contract. Complaints concerning nonpayment of the required minimum wage rates to workers on this project may be filed with the CMU at any office of the Division of Labor Standards Enforcement (DLSE).

Local Office Telephone Number:

Division of Labor Standards Enforcement Office  
320 W. Fourth Street, Suite 450  
Los Angeles, CA 90013  
(213) 620-6330

Complaints should be filed in writing immediately upon discovery of any violations of the prevailing wage laws due to the short period of time following the completion of the project that the CMU may take legal action against those responsible.

Complaints should contain details about the violations alleged (for example, wrong rate paid, not all hours paid, overtime rate not paid for hours worked in excess of 8 hours per day or 40 hours per week, etc.) as well as the name of the employer, the public entity, which awarded the Public Works Contract, and the location and name of the project.

For general information concerning the prevailing wage laws and how to file a complaint concerning any violation of these prevailing wage laws, you may contact any DLSE office. Complaint forms are

South County Bus Stop Maintenance  
(2015-PA014)

also available at the Department of Industrial Relations website found at [www.dir.ca.gov/dlse/PublicWorks.html](http://www.dir.ca.gov/dlse/PublicWorks.html)."

D. Certified Payroll Records

The Contractor shall comply with the requirements of Section 1776 of the Labor Code. Contractor and Subcontractors, if any, must furnish certified payroll records directly to the Labor Commissioner (aka Division of Labor Standards Enforcement) in a format prescribed by the Labor Commission.

E. Subcontractor

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



Department of the Treasury  
Internal Revenue Service

## Notice 1015

(Rev. December 2014)

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

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#### 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 2014 are less than \$52,427 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 9, 2015.

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](http://IRS.gov) or by calling 1-800-829-3676.

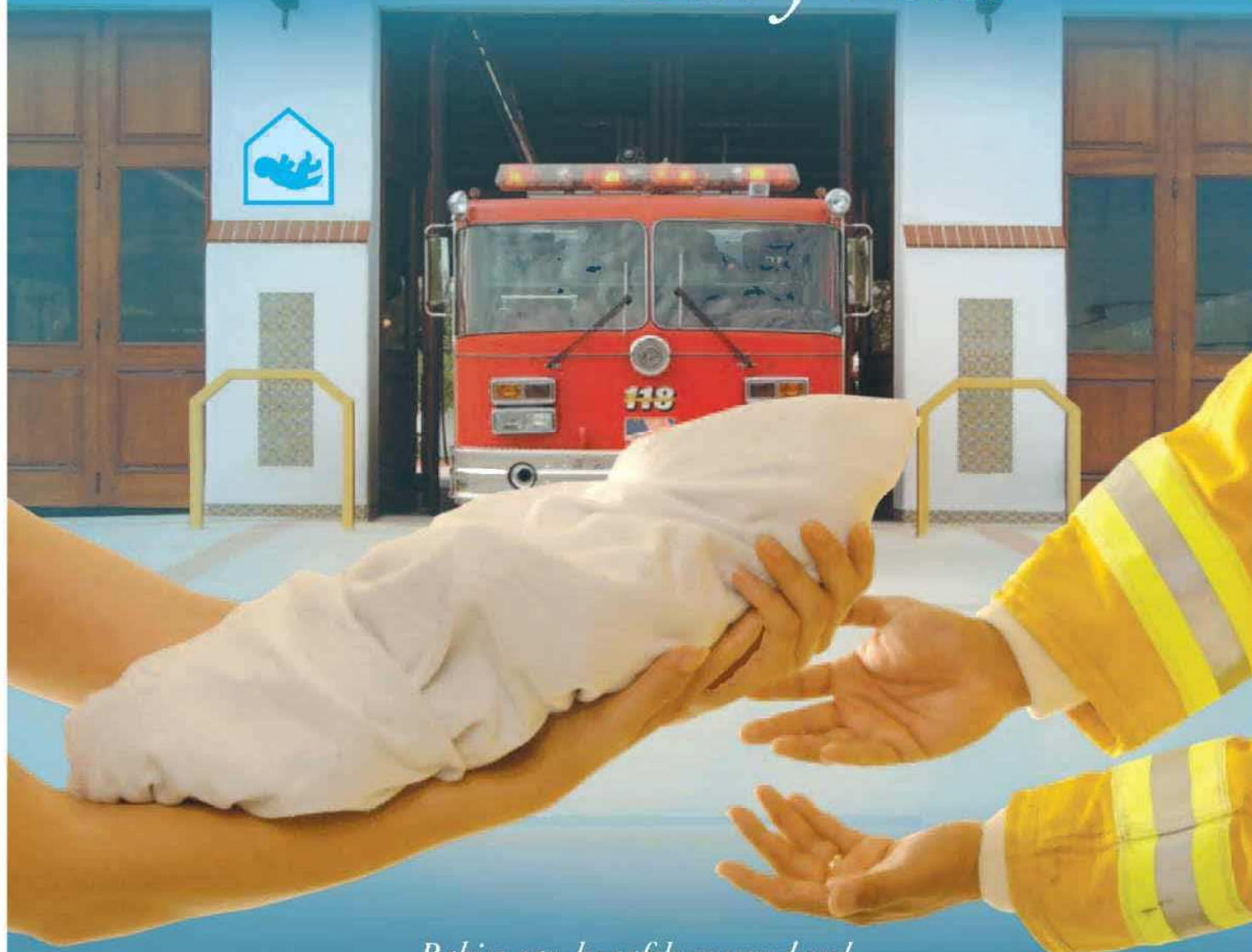
#### How Will My Employees Know If They Can Claim the EIC?

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 2014 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 2014 and owes no tax but is eligible for a credit of \$800, he or she must file a 2014 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](http://www.babysafela.org)





# Safely Surrendered Baby Law

## What is the Safely Surrendered Baby Law?

California's Safely Surrendered Baby Law allows parents or other persons, with lawful custody, which means anyone to whom the parent has given permission to confidentially surrender a baby. As long as the baby is three days (72 hours) of age or younger and has not been abused or neglected, the baby may be surrendered without fear of arrest or prosecution.

*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?

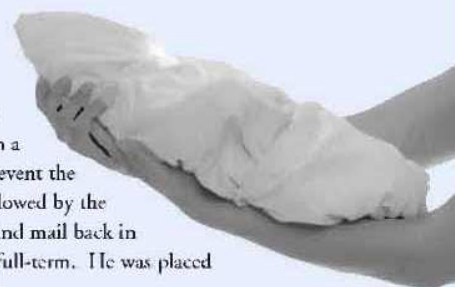
Once the parent or surrendering adult surrenders the baby to hospital or fire station personnel, they may leave at any time.

## 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.babysafela.org](http://www.babysafela.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 de California permite la entrega confidencial de un recién nacido por parte de sus padres u otras personas con custodia legal, es decir cualquier persona a quien los padres le hayan dado permiso. Siempre que el bebé tenga tres días (72 horas) de vida o menos, y no haya sufrido abuso ni negligencia, pueden entregar al recién nacido sin temor de ser arrestados o procesados.

*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 entregarlo 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 ten 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 intermember 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 nonagreement 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 M, inclusive, of this Contract (Exhibits A-M) and this PRS, Exhibits A-M shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-M, to clarify Performance Requirements, or to monitor of any part of this Contract.

Required Service/Tasks	Performance Indicator	Deductions / Consequences for Failure to Meet Performance Indicator*	Compliance	Comments
<b>A. SCOPE OF WORK</b>				
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	\$100 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. Pressure Wash Bus Shelters every six weeks	Failure to remedy or pressure wash a shelter found to be in an unacceptable condition within two days of receipt of notice from County	\$50 per day per shelter	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
4. Remove or cover graffiti from all exterior surfaces within a 10-foot radius of each bus stop amenity	Failure to remove graffiti within 24 hours of notification by the Contract Manager	\$50 per occurrence per day	<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 M, inclusive, of this Contract (Exhibits A-M) and this PRS, Exhibits A-M shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-M, to clarify Performance Requirements, or to monitor of any part of this Contract.

Required Service/Tasks	Performance Indicator	Deductions / Consequences for Failure to Meet Performance Indicator*	Compliance	Comments
5. Submit Safety Inspection Report no later than the 15th day after the end of the previous month	Failure to comply with this requirement of submitting the Safety Inspection report within the allotted time frame	\$100 per occurrence per day as outlined in Exhibit A, subsection F.5.g.ii and Section F.10, Reports; and subsection F.4.a.(iv), Safety Inspection	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
6. Repair all leaking or damaged trash receptacles within five working days of notice	Failure to replace leaking or damaged trash receptacles with similar receptacles within 5 working days of notification	\$100 per occurrence per day	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
7. Immediately notify the Contract Manager and remove amenities totally destroyed due to fire, accident, or force of nature	Failure to remedy, within 24 hours after notification by the Contract Manager, an emergency removal of a bus stop amenity	\$50 per each occurrence per day for bus bench or trash receptacle and \$200 per each occurrence per day for bus stop shelter	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
8. Electrical malfunction occurs, De-energize the shelter and notify the Contract Manager immediately	Failure to complete repair or replace damaged, faulty or exposed electrical components within 24 hours after notification	\$500 per occurrence per day	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
9. Electrical lights or solar-powered lighting are found to be malfunctioning at the time of maintenance	Failure to repair or replace shelter lighting within 48 hours of notification by the Contract Manager	\$100 per occurrence per day	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

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### 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 M, inclusive, of this Contract (Exhibits A-M) and this PRS, Exhibits A-M shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-M, to clarify Performance Requirements, or to monitor of any part of this Contract.

Required Service/Tasks	Performance Indicator	Deductions / Consequences for Failure to Meet Performance Indicator*	Compliance	Comments
10. Recycle old batteries for solar-powered lighting	Failure to recycle old batteries in accordance with all Federal, State, and local regulations	\$200 per occurrence	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
11. Strictly adhere to the collection schedule and frequency of collection	Failure to maintain the schedule for the manual collection of waste during the hours of service	\$50 per day per unit not collected on the scheduled day	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
12. Submit Monthly tonnage	Failure to submit this report within 15 days after the last day of the month	\$100 per occurrence per day	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
13. A minimum of 90 percent of the shelters inspected on a quarterly basis shall meet the maintenance requirements indicated in Section F	Failure to comply with this requirement	\$500 per quarter	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
14. Take immediate steps to tape off or prevent public access to the hazard upon notified or discovered of potential hazard or damage that presents a safety concern to the public	Failure to remedy, within 24 hours after notification by the Contract Manager, an emergency repair of a bus stop amenity subject to an emergency nature	\$250 per occurrence per day for bus stop shelter; \$100 per occurrence per day for bus bench or trash receptacle	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

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## 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 M, inclusive, of this Contract (Exhibits A-M) and this PRS, Exhibits A-M shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-M, to clarify Performance Requirements, or to monitor of any part of this Contract.

Required Service/Tasks	Performance Indicator	Deductions / Consequences for Failure to Meet Performance Indicator*	Compliance	Comments
<b>B. EMPLOYEES</b>				
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 immediately removed	\$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	
2. Staffing	Staffing levels are equal or exceed contract requirements	\$50 per employee, per occurrence, per day, possible suspension; possible termination for default of contract	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
3. Uniform	Uniforms worn by all day time employees on the job	\$50 per employee, per occurrence (no consequence in SOW)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
4. Training program	Document training of each employee	\$250 per untrained employee(no consequence in SOW)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

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## 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 M, inclusive, of this Contract (Exhibits A-M) and this PRS, Exhibits A-M shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-M, to clarify Performance Requirements, or to monitor of any part of this Contract.

Required Service/Tasks	Performance Indicator	Deductions / Consequences for Failure to Meet Performance Indicator*	Compliance	Comments
5. Maintain Knowledge of Safety Requirements	Completion of training of all accepted standards for safe practices related to the work	\$50 per employee, per occurrence (no consequence in SOW)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<b>C. SUPERVISOR/MANAGERS</b>				
1. Change in Project Manager	Contractor shall notify the County in writing of any change in name or address of the Project Manager	\$50 per occurrence (no consequence in SOW)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
2. Respond to complaints, requests, and discrepancies.	Respond within the time frame outlined in the Contract	Up to \$500 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	
3. Makes Site Inspections	Facility inspected each shift or as required by Contract	\$50 per occurrence (no consequence in SOW, but LD for fail to submit inspection report timely)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
4. Project Safety Official	Provide a Project Safety Official who shall be thoroughly familiar with the Contractor's Injury and Illness Prevention Program and Code of Safe Practices	Cessation of all work activities and operations at no cost to the County	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<b>D. CONTRACT ADMINISTRATION</b>				
1. Insurance Certifications	Certifications submitted before implementation of contract and on a timely basis there-after	\$200 per day; work/contract; possible suspension; possible termination for default of contract	<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 M, inclusive, of this Contract (Exhibits A-M) and this PRS, Exhibits A-M shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-M, to clarify Performance Requirements, or to monitor of any part of this Contract.

Required Service/Tasks	Performance Indicator	Deductions / Consequences for Failure to Meet Performance Indicator*	Compliance	Comments
2. Provide Performance Bond	Valid bond is furnished and not allowed to lapse	\$200 per day; possible suspension; possible termination for default of contract	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
3. 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	
4. Use of Subcontractor without Approval and/or Authorization.	Obtain County's written approval prior to subcontracting any work	\$500 per occurrence; possible suspension; possible termination for default of contract	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
5. 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	
6. Assignment and Delegation	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	\$200 per day the County is not informed of this change; possible suspension; possible termination for default of contract	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
7. Safety Requirements	Comply with all applicable State of California Occupational Safety and Health Administration (Cal/OSHA)	\$500 per occurrence; 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.

**SPECIFICATIONS FOR SOUTH COUNTY SOLAR-POWERED BUS STOP  
SHELTER STRUCTURE (WITH PSA PANELS AND WITH NO PSA PANELS)**

**Welding:**

1. All structural shop welds shall be done by electric shielded arc process. Field welds shall be performed by welders certified or approved by the County of Los Angeles and inspected by the Project/Office Engineer. All steel welding shall conform to the latest edition of American Welding Society Standard D1.1. Electrodes shall conform to the latest edition of American Welding Society Standard A5.1, class E70XX (Low Hydrogen).
2. All steel components must be galvanized and welded in accordance with America Welding Society (AWS) D1.1. All aluminum welding shall conform to the latest edition of American Welding Society Standard A5.10, class ER-4043.

**Structural Materials:**

Extruded aluminum members shall be aluminum 6063-T5 or better. Structural steel shall conform to American Society and Material (ASTM) A-36, minimum yield strength of 36,000 psi or of equal/better strength which are readily available. Structural tubing shall have rounded edges and conform to ASTM A501 or A-53 Grade B. All structural framing members and mullions shall be one-piece seamless extruded tubes of aluminum 6061-T6 or 6063-T5 alloy.

**Durability:**

Shelters shall be designed to withstand minimum dead loads of 40 psf and minimum wind loads of 75 mphs or that required by the latest edition of the Los Angeles County Building Code. Shelters must be designed to withstand a variety of conditions including, at a minimum, inclement weather, salt air, high winds, and bright sunlight.

**Paint:**

Shelter frame color shall be black. Paint must be applied with baked polyurethane or powder coated finish. All exposed steel and iron components shall be shop galvanized and powder coated after welding and assembly.

**SPECIFICATIONS FOR SOUTH COUNTY SOLAR-POWERED BUS STOP  
SHELTER STRUCTURE (WITH PSA PANELS AND WITH NO PSA PANELS)**

**Structure:**

Below is the approximate description and dimensions of the bus stop shelter (equivalent dimensions will be accepted):

1. Style: Seating Component Manufacturing Model-CLA 13, LNI Aurora Series Model-SL 13, or Department-approved equal.
2. Shape: Peak Spanish style roof, with the shelter layout based approximately on the designs shown on Exhibit H.2.1 for shelters **with PSA panels**, and shown on Exhibit H.1.1 for shelters **with no PSA panels**.
3. Roof Material: Shall be chemically treated to prevent the accumulation of dirt and dust. Roof tile shall be fire-resistant with Class A rating. Roof tile shall have Spanish style roof tile profile.
4. Roof Dimensions: approx. 13'-8" x 5'-0" (with no PSA panels) or approx. 13'-8" x 5'-8" (with PSA panels). The height of roof shall be approximately 1'-6" from peak to base of roof perimeter and the length of peak of roof shall be approximately 9'-8".
5. Roof Type: Peak Spanish style tile roof. Roof design shall also include two horizontal conduits, one to be used as a gutter and the other will house the electric wiring and serve as a conduit that supports electronic message display device if applicable. Roof style for said shelter is High Peak Roof.
6. Height of Shelter: 8'-4" (approx. height to ceiling).
7. Width of Shelter: 5'-0" **with no PSA panels** or 5'-8" **with PSA panels**. Edge of shelter overhang shall be a minimum of 2'-6" away from edge of sidewalk. Distance between the front and back columns of the right-side panel (facing the shelter from the street) shall be 3'-0" on center, and left-side panel (facing the shelter from the street) shall be 4'-3" on center as shown on Exhibit H.2.2 and Exhibit H.2.3 for shelters **with PSA panels**, and distance between the front and back columns shall be 3'-0" on center as shown on Exhibit H.1.2 and Exhibit H.1.3 for shelters **with no PSA panels**.
8. Decorative Iron Frame: The rear panel and the one side panel that is facing the oncoming traffic, shall be Maravilla style wrought iron for shelters installed in the South County area as shown in Exhibit H.2.1. Other panel designs that blend aesthetically with the surrounding

**SPECIFICATIONS FOR SOUTH COUNTY SOLAR-POWERED BUS STOP  
SHELTER STRUCTURE (WITH PSA PANELS AND WITH NO PSA PANELS)**

community and will protect patrons from the inclement weather must be approved by the County.

9. Two-sided Public Service Announcement (PSA) Panel: Two-sided panel with be placed along one side of the shelter that is not facing the oncoming traffic, as shown on the sketch to post public service announcements. Each panel shall hold poster with a display area of 46" wide x 67" long and an overall size of 47" wide x 70" long. The frame of the panel shall be welded to the structure and panel shall have a locking mechanism for securing and replacement of posters.
10. Glass or Glazing: Materials used for PSA panels placed against advertisements shall be a minimum thickness of 3/8" clear or tinted tempered safety glass, same thickness of glazing clear or bronze tinted acrylic, polycarbonate, or mar-resistant polycarbonate, or better material approved by the director. At locations experienced with high vandalism, acrylics plastic panel may be used. Optional glazing frames shall be jointed with continuous extruded PVC dry set tubes.
11. All fasteners shall be concealed or vandal-resistant.
12. The shelters are to be anchor bolted to the sidewalk at a minimum of 3" deep into concrete sidewalk with vandal resistant hardware to prevent accidents, vandalism, or theft.

**Installation of Solar Lighting System (integrated into bus shelter):**

1. Solar Panel array shall be 40 watts (W) and consist of Mono or Polycrystalline silicon cells with voltage at peak power of 17 volts (V). Current power shall be 2.36 Amps (A). The solar panel shall have a minimum of a ten-year warranty.
2. Enclosed Power Unit (EPU): The EPU shall be constructed of .090 aluminum or Department-approved equal. The solar panel shall be fastened to the EPU using vandal-resistant hardware. The battery, system controls and Direct Current (DC) inverter ballast shall be housed in the EPU. The EPU shall have a minimum of a ten-year warranty.
3. Solar Lighting Controller: The solar lighting controller shall be protected with a 20A fuse. The fuse shall be in a sealed, weather-resistant holder. The controller shall have a minimum of a five-year warranty.
4. Run Operation for Illumination: Lighting will be on from dusk to dawn.



**SPECIFICATIONS FOR SOUTH COUNTY SOLAR-POWERED BUS STOP  
SHELTER STRUCTURE (WITH PSA PANELS AND WITH NO PSA PANELS)**

5. Transformer: The transformer shall be matched to the lamp. The transformer shall have a minimum of a five-year warranty.
6. Luminaire: The luminaire shall consist of a Light Emitting Diode (LED) lamp unit with SOL Max-Lite reflector or Department-approved equal that provides a minimum average of 0.9 foot-candle (fc) from grade level inside the bus stop shelter. Lamp shall have an average life of a minimum of 100,000 lamp hours and shall be maintenance free. The LED lamp shall be embedded in a platform as one unit for convenience. The reflector shall be constructed of polycarbonate to protect against severe impact and vandalism and shall be mounted to the ceiling with vandal-resistant hardware. The reflector shall be warranted for the life of the system.
7. Battery: The battery shall be Gel-Tech Type, 12 V sealed valve regulated gel cell rated for a minimum of 32 amper-hours at the 100-hour rate or Department-approved equal. The battery of the nonadvertising bus stop shelter, when fully charged, shall have a minimum of 72 hours reserve capacity for the overall system. The battery must be maintenance free and use no water and shall have a minimum of a five-year prorated warranty.
8. Self-Test: For ease of maintenance, the system shall be capable of activation during the day via a locking switch or other similar device to test if the system is functioning. Activation of the self-test switch must be possible without opening the EPU or luminaire.
9. Powder Coating: All exterior aluminum components shall be powder coated.
10. Original Manufacturers Specification Sheets: Specification sheets must be provided for all components and the Contractor must provide information showing that all products provided conform to our specifications.
11. Drawings: Working drawings showing all systems listed above and their attachment to the shelter must be provided.
12. Solar Panel Orientation: A platform designed to hold the solar collector is an integral part of the roof design. The platform is designed to pivot and lock into place so that the collectors receive optimum contact with the sun by pointing to the south no matter which direction the shelter is installed in. The pole is installed to rise perpendicular to the roof and is to be powder coated the same color as the roof fascia. Roof style for said shelter is High Peak Roof.

**SPECIFICATIONS FOR SOUTH COUNTY SOLAR-POWERED BUS STOP  
SHELTER STRUCTURE (WITH PSA PANELS AND WITH NO PSA PANELS)**

**Street Furniture:**

Shelters will have a minimum clearance of 42" from any fixed object or other obstruction (i.e., street lights, power poles, trees, face of curb etc.) except for a building or other structure located on private property.

**Americans with Disabilities Act Requirements:**

1. Shelters, benches, and trash receptacles shall be in compliance with the Americans with Disabilities Act of 1990 and all other applicable State and Federal accessibility laws, whichever is more stringent.
2. To the maximum extent allowed by legal or site constraints, bus stop pads shall have a clear length of 96" minimum measured perpendicular to the curb or vehicle roadway edge and a clear width of 60" minimum measured parallel to the curb or vehicle roadway edge as shown on Exhibit H.3.
3. There must be a minimum clear floor area of 30" x 48" within the bus stop shelter. Accessible path of travel must be at least 48" wide.
4. The minimum turning space required for a 90-degree turn for a person in a wheelchair from a 36" path into another 36" path must be at least 36" x 84".
5. All traffic control, installation and other work performed under this Contract must be in compliance with the Americans with Disabilities Act and its accessibility guidelines.

**Other Requirements:**

1. Drawings and Calculations: Mechanical drawings and calculations showing method of installation, material to be used, wind loads, and all necessary details must be submitted and approved by Public Works before installation of any systems are allowed. Contractor must also submit calculations showing the solar energy will adequately provide the electricity required in these specifications.
2. Permits: Contractor shall obtain all permits necessary for the work (i.e., Excavation permits, Encroachment permits, etc.), all of which shall be paid at Contractor's own expense.
3. Traffic Control: Contractor shall be responsible for setting traffic control at all project sites in compliance with the latest edition of Manual on Uniform Traffic Control Devices issued by the Federal Highway Administration.

**SPECIFICATIONS FOR SOUTH COUNTY SOLAR-POWERED BUS STOP  
SHELTER STRUCTURE (WITH PSA PANELS AND WITH NO PSA PANELS)**

4. Workmanship: All construction shall conform to the latest edition of Standard Specifications for Public Works Construction; all work and workmanship found to be substandard or inadequate by Public Works shall be corrected at no cost to the County.

**SPECIFICATIONS FOR  
NON-ADVERTISING BUS STOP BENCH  
WITH BACK SUPPORT AND ARMREST**

**General Requirement:**

1. The benches are to be anchor-bolted to the sidewalk at a minimum of 3" deep into the concrete sidewalk with vandal-resistant hardware to prevent accidents, vandalism, or theft.
2. The benches must be powder-coated to facilitate graffiti abatement and routine maintenance.
3. The installation of the benches must be in compliance with the Americans with Disabilities Act and its accessibility guidelines.

**Below is the approximate description and dimensions of the bench:**

- Shape: The overall contour and design shall be similar to that shown in Exhibit H.4.
- Dimensions: 6'-0" by 2'-7" x 2'-4".
- Seating surface: 1/4" by 2" steel bars and 2.5" O.D. steel pipe.
- Support: 1-1/8" square steel bar.
- Fasteners: 1/2" stainless Zinc Hilti anchors or County approved equal.
- Finish: Polyester powder finish.
- Style: LNI Aurora Series Model BL-6 Bench, Du Mor Bench 58, or Public Works approved equal.
- Color: Black.

**SPECIFICATIONS  
FOR  
A TRASH RECEPTACLE  
WITH ALUMINUM LINER AND KEY-LOCKING DOME TOP**

1. Style: LNI Aurora Series Model TC-32, Seating Component Model 32 CLTRID, Du Mor Receptacle 84, or Public Works-approved equal.
2. Shape: Approximate the design shown in Exhibit H.5.
3. Nominal capacity: 32 gallons.
4. Color: Black
5. Outside frame made of steel slats with aluminum liners that sit inside to contain trash.
6. Mounting Floor mounting with steel angle plates (L-bracket) approximately 2" x 2" or equivalent with a hole for anchoring 1/2" stainless zinc Hilti anchors into the concrete at a minimum of 3" deep to secure receptacle to concrete pad or sidewalk firmly.
7. Placement of Trash Receptacle: Minimum clear distance of 42" to any other fixed object as shown in Diagram-6A for bus stop with concrete improvement and Diagram-6B for bus stop without concrete improvement.
8. The trash receptacle shall be placed at least 1'-6" away from the back of the curb and 1' away from the back of curb.
9. Orientation of a Trash Receptacle: A trash receptacle should always be placed on the right side of the bus stop. The right side of the bus stop is determined by standing at the bus stop and facing the street. A trash receptacle may not be placed differently due to existing objects or geographic constraints without Director/Designee consent.
10. Dome or rain bonnet shall be mounted on top of trash receptacle. The dome or rain bonnet must be firmly secured with locking ring or hinges to the outside frame of the trash receptacle to prevent unauthorized removal of the dome or the inner drum. Dome or rain bonnet and outside trash receptacle frame must have lock hasps for padlock. Contractor will not be responsible for providing padlock.
11. The aluminum liner must be secured with a chain or high tensile strength wire to the frame of the trash receptacle or secured in an alternative way acceptable to Director/Designee to prevent unauthorized removal of the liner.
12. Entire assembly must be powder coated to resist corrosion and weathering.

**SPECIFICATIONS  
FOR  
A TRASH RECEPTACLE  
WITH ALUMINUM LINER AND KEY-LOCKING DOME TOP**

13. **Americans with Disabilities Act Requirements:** Trash receptacles shall be installed in compliance with the Americans with Disabilities Act of 1990 and all other applicable State and Federal accessibility laws, whichever is more stringent.

**SPECIFICATIONS  
FOR  
SOLAR-POWERED LIGHT POLE  
(METRO BUS STOPS)**

**Equipment Specifications:**

1. Style: Model No. PV-STOP manufactured by Urban Solar Corporation, or Public Works approved equal.
2. Solar Panel: The width and length of the solar panel, including frame, shall have a dimension range from 16"-36" that consist of a minimum area of 400 square inches. The solar panel shall have a minimum output of 25 watts (W) during the peak charging time of 1 p.m. The panel shall consist of Mono or Polycrystalline silicon cells with by-pass diodes to keep broken and/or shaded sections from interfering with the output of the functioning sections. The solar panel must be protected from UV rays and shall have a minimum of a ten-year warranty from output degradation below 25 W at peak charging time and panel deterioration. Bidders must submit supporting electrical power calculation for review.
3. Battery: The battery for the solar light pole, when fully charged, shall have a reserve capacity sufficient to provide the required illumination for a minimum of three days while operating 14.5 hours per day without any solar charging. The battery shall be valve regulated 12 V nominal and rated at least 20 AH at the 20-hour rate. The battery shall be maintenance free, use solid or gelled electrolyte, and shall have a minimum of a 5-year prorated warranty.
4. Electrical Wiring and Connections: Power conductors connecting the solar panel, charge controller, battery, light controller, and luminaire assembly shall be copper, a minimum capacity of stranded No. 14 American Wire Gauge (AWG). All other signal and control wiring shall be copper and may range from No. 16 to No. 20 AWG. All exposed metallic surfaces from the solar panel frame to the pole shall be grounded with a minimum No. 14 AWG copper conductor that are bonded to a suitably ground rod or a grounding plate. Connectors shall be waterproof. Circuit board and electronic components shall be conformal coated.
5. Light Emitting Diodes (LED): High intensity white LED lamp unit or Public Works-approved equivalent that provides a minimum of 2.0 fc of light, above ambient light levels for the illumination area when measured at the ground. Luminaire shall have a minimum of four LEDs per luminaire assembly. Each LED shall have an average life of 100,000 lamp hours and will require minimal maintenance. The luminaire shall be embedded in a platform as one unit for convenient replacement. If 25 percent of the LEDs quit working, a minimum of 1.3 fc of light, above ambient light levels shall still be provided. The luminaire should be adjustable by turning it a minimum of 180 degrees away from

**SPECIFICATIONS  
FOR  
SOLAR-POWERED LIGHT POLE  
(METRO BUS STOPS)**

the solar panel's orientation to maximize sun exposure and flexibility of lighting area. The luminaire assembly shall have a lens/diffuser as the outermost protective covering. The lens/diffuser shall be constructed to endure severe impact and vandalism and shall be mounted with vandal-proof hardware. The lens shall be shatter-resistant and have a minimum of a one-year warranty.

6. Enclosed Power Unit (EPU): The EPU shall be constructed of corrosion-resistant aluminum covered by the solar panel and shall be weather-resistant and fastened to the pole using tamperproof security hardware. The EPU shall be equipped with a lockable housing area so that the battery, system controller, and DC inverter ballast are secured within the housing area. The EPU shall have a minimum of a ten-year warranty.
7. Solar Lighting Controller: The solar lighting controller must have a "Low Voltage Dropout" setting or features approved by Public Works to disconnect all outputs at a certain battery voltage in order to avoid the battery from being discharged fully, harming the battery's recharging ability, and shortening its life. Controller must be protected with a fuse that is sealed inside the EPU. The controller shall have a minimum of a five-year warranty.
8. Self-Test: The system shall be equipped with a self-test switch. Activation of the self-test switch must be possible without opening the EPU.
9. Pole: Shall be a round 120" long, 2" diameter, steel pole, or Public Works-approved equivalent with solar panel and battery enclosure unit mounted at the top of the pole. Exhibit H.7 shows the approximate design.
10. Paint: Solar light poles must be painted silver. Paint must be applied with a baked polyurethane finish. All exterior aluminum components shall have polyurethane powder coating.
11. Transit Schedule Display Unit: Models for Metropolitan Transportation Authority (Metro) shall be manufactured by Laird Plastics [Tel: (718) 257-4444].
  - i. The unit shall be a rectangular metal cube that is approximately 23-3/8" high by 8" wide x 7" long. Approximate designs shown on Exhibit H.8. Display surface must be covered with transparent acrylic panel for clear display and protection purposes. The four display surfaces will be 22-1/8" high x 5-5/8" wide. The unit must have sufficient space between the display surface and acrylic panel to accommodate a



**SPECIFICATIONS  
FOR  
SOLAR-POWERED LIGHT POLE  
(METRO BUS STOPS)**

Metro insert that is 23-1/8" high by 6-5/8". The panels must be secured by vandal-resistant screws to safely keep inserts inside the panel. A sample of a Metro display unit may be viewed at the bus stop located on eastbound Cesar Chavez Avenue at nearside of Virgnes Street in Los Angeles.

**12. Durability:**

- a. Solar light poles shall be designed to withstand minimum wind loads of 75 mph.
- b. Solar light poles must be designed to withstand a variety of conditions including, at a minimum, inclement weather, salt air, high winds, bright sunlight, and earthquakes.
- c. All parts and components shall be secured with tamperproof security hardware.

**13. Performance Guarantees:**

- a. Run Operation: Lighting will be from dusk to dawn.
- b. Operating Range: Temperature range shall be from -40 degrees Fahrenheit to +176 degrees Fahrenheit (-40 degrees Celsius to +80 degrees Celsius). Humidity operating range shall be from 20 percent to 90 percent humidity.
- c. Illumination Area: The area illuminated by the light shall be a minimum of a 5' diameter circular area on the ground when the light source is 10' above the ground.
- d. Original Manufacturer's Specification Sheets: Original Manufacturer's Specification Sheets must be provided for all components of the solar light poles.
- e. Warranty: The overall integrity of the system shall have a minimum of a two-year warranty.

**SPECIFICATIONS  
FOR  
SOLAR-POWERED LIGHT POLE  
(METRO BUS STOPS)**

**Installation Requirements:**

1. Base: Contractor shall replace, relocate, or reinstall solar light pole with surface-mount method with supporting structural calculations approved by the Director/Designee before work commences.
2. Placement: As shown on Exhibit H.11, the solar light pole must be placed on the right-hand side of the bus shelter when facing the bus shelter from the street or at either side of the bus stop sign pole if there is no bus shelter. Depending on the terrain of each site, the solar light pole must be installed as close as possible to the edge of curb, but no less than 30" perpendicular from the edge of curb (36" from face of curb) to avoid obstructing the bus path while still allowing adequate clearances for wheelchair access. Alternate locations must be reviewed and approved by Public Works.
3. Mounting of Schedule Display Unit: The top of the transit schedule display unit shall be mounted 5' 0" +/- 1/2' above the ground so that the information displayed is fully accessible by persons in wheelchairs.
4. Orientation: The solar panel must be oriented to face south to southwest to provide solar charging capacity sufficient to meet all requirements noted herein during the shortest daylight periods of the year.
5. Underground Utility: Contractor must verify and avoid conflicts with underground utilities, if any.
6. Mechanical Drawings: Mechanical drawings showing method of installation, material to be used, and all necessary details must be submitted and approved by Public Works before installation of any systems are allowed.
7. Permits: Contractor shall obtain all permits necessary for the work (i.e., excavation permits, encroachment permits, etc.), all of which shall be paid at Contractor's own expense.
8. Traffic Control: Contractor shall be responsible for setting traffic control at all project sites in compliance with the latest edition of Manual on Uniform Traffic Control Devices issued by the Federal Highway Administration.

**SPECIFICATIONS  
FOR  
SOLAR-POWERED LIGHT POLE  
(METRO BUS STOPS)**

9. Workmanship: All construction shall conform to the latest edition of Standard Specifications for Public Works Construction; all work and workmanship found to be substandard or inadequate by Public Works shall be corrected at no cost to the County.
10. American Disabilities Act: All traffic control, installation, and other work performed under this contract must be in compliance with the Americans with Disabilities Act of 1990 (ADA). Light poles must only be installed a minimum of 36" from the face of curb and 42" on either side of an obstruction.
11. Prior to Public Works acceptance of the solar light pole and its installation, the functionality of the solar light pole shall be demonstrated. The functionality will include illumination area measurements, luminaire output, battery charging capacity, and battery storage capacity at each site.

**SPECIFICATIONS  
FOR  
SOLAR POWERED LIGHT POLE  
(FOOTHILL TRANSIT BUS STOPS)**

**Equipment Specification:**

1. Style: Model No. 04-01-A manufactured by All Purpose Manufacturing, Inc., or Public Works approved equal.
2. Solar Panel: The width and length of the solar panel, including frame, shall have a dimension range from 16"-36" that consist of a minimum area of 400 square inches. The solar panel shall have a minimum output of 25 W during the peak charging time of 1 p.m. The panel shall consist of Mono or Polycrystalline silicon cells with by-pass diodes to keep broken and/or shaded sections from interfering with the output of the functioning sections. The solar panel must be protected from Ultra Violet rays and shall have a minimum of a ten-year warranty from output degradation below 25 W at peak charging time and panel deterioration. Bidders must submit supporting electrical power calculation for review.
3. Battery: The battery for the solar light pole, when fully charged, shall have a reserve capacity sufficient to provide the required illumination for a minimum of three days while operating 14.5 hours per day without any solar charging. The battery shall be valve regulated, 12 V nominal and rated at least 20 AH at the 20-hour rate. The battery shall be maintenance free, use solid or gelled electrolyte, and shall have a minimum of a 5-year prorated warranty.
4. Electrical wiring and connections: Power conductors connecting the solar panel, charge controller, battery, light controller, and luminaire assembly shall be copper with a minimum capacity of stranded No. 14 AWG. All exposed metallic surfaces from the solar panel frame to the pole shall be grounded with a minimum No. 14 AWG copper conductor that is bonded to a suitably ground rod or a grounding plate. All other signal and control wiring shall be copper, and may range from No. 16 to No. 20 AWG. Connectors shall be waterproof. Circuit board and electronic components shall be conformal coated.
5. Light Emitting Diodes (LED): High intensity white LED lamp unit or Public Works approved equivalent that provides a minimum of 2.0 fc of light, above ambient light levels, for the illumination area when measured at the ground. Luminaire shall have a minimum of four LEDs per luminaire assembly. Each LED shall have an average life of 100,000 lamp hours and will require minimal maintenance. The luminaire shall be embedded in a platform as one unit for convenient replacement. If 25 percent of the LEDs in the luminaire assembly quit working, a minimum of 1.3 fc of light above ambient light levels, shall still be provided. The luminaire should be adjustable by turning it a minimum 180 degrees away from the solar panel's orientation to maximize sun

**SPECIFICATIONS  
FOR  
SOLAR POWERED LIGHT POLE  
(FOOTHILL TRANSIT BUS STOPS)**

exposure and flexibility of lighting area. The luminaire assembly shall have a lens/diffuser as the outer most protective covering. The lens/diffuser shall be constructed to endure severe impact and vandalism and shall be mounted with vandal-proof hardware. The lens shall be shatter resistant and have a minimum of a one-year warranty.

6. Enclosed Power Unit (EPU): The EPU shall be constructed of corrosion-resistant aluminum covered by the solar panel and shall be weather-resistant and fastened to the pole using tamperproof security hardware. The EPU shall be equipped with a lockable housing area so that the battery, system controller, and DC inverter ballast are secured within the housing area. The EPU shall have a minimum of a ten-year warranty.
7. Solar Lighting Controller: The solar lighting controller must have a "Low Voltage Dropout" setting, or features approved by Public Works, to disconnect all outputs at a certain battery voltage in order to avoid the battery from being discharged fully, harming the battery's recharging ability, and shorting its life. The controller must be protected with a fuse that is sealed inside the EPU. The controller shall have a minimum of a five-year warranty.
8. Self-Test: The system shall be equipped with a self-test switch. Activation of the self-test switch must be possible without opening the EPU.
9. Pole: Shall be a round 120" long, 2" diameter, steel pole, or Public Works approved equivalent with solar panel and battery enclosure unit mounted at the top of the pole. Exhibit H.7 shows the approximate design.
10. Transit Schedule Display Unit: Models manufactured by Transit Information Products ([www.transitproducts.com](http://www.transitproducts.com)) or Public Works approved equal.
11. Paint: Solar light poles must be painted silver. Paint must be applied with a baked polyurethane finish. All exterior aluminum components shall be polyurethane powder coated.

**SPECIFICATIONS  
FOR  
SOLAR POWERED LIGHT POLE  
(FOOTHILL TRANSIT BUS STOPS)**

12. Transit Schedule Display Unit: Two display unit designs are required to accommodate Foothill Transit's maps and schedules. The Type I design is shown in Exhibit H.9 and the Type II design is shown in Exhibit H.10. Both are described on the following pages:

Type	Quantity	Overall size (Diametric width x Height)	Display size (Diametric width x Height)	Graphic Insert size (Width x Height)
I	59	8 1/4" x 24"	8" x 14" (24" perimeter)	24 5/8" x 15 5/8"
II	16	8 1/4" x 32"	8" x 22" (24" perimeter)	24 5/8" x 22 3/4"

Units must be aluminum carousels mount directly onto any pole with a diameter of between 1.75" to 3.2". The carousel must rotate freely on dual bearings so that the maps and schedules may be fully readable by a stationary observer. Bearings shall be constructed of outdoor-grade materials with stainless steel ball bearings that will not rust, corrode, or require any maintenance, upkeep, or lubrication. A note must be attached to the carousel indicating that the carousel can be rotated. End caps must be smoothly rounded, painted blue using a color code of DU 2268 paint, and shall be alodine dipped prior to polyurethane powder coating to maximize paint life. Display window shall have no seams or obstructions, and shall offer 360 degrees of unobstructed viewing area, and shall be suitable for long-term exposure to the weather, UV rays, and the outdoor elements. The display area shall be covered with a 1/8" thick clear abrasion resistant polycarbonate panel for clear display and protection purposes. The unit must have sufficient space between the display surface of the cube and acrylic panel to accommodate a Foothill Transit bus schedule insert with measurements as stated above. All mounting hardware shall be included.

All parts and components of the unit shall be fabricated from weatherproof materials that are suitable for long-term outdoor exposure. Product shall be of durable and vandal resistant design, suitable for long-term use in a public transit environment. All corners shall be smoothly rounded for maximum public safety. Product shall have the capacity to display stainless steel Americans with Disabilities Act compliant braille and tactile information.

The purpose of the end caps are to restrict the placement of refuse in between the unit body and the mounting rail, retain the polycarbonate display panel, and

**SPECIFICATIONS  
FOR  
SOLAR POWERED LIGHT POLE  
(FOOTHILL TRANSIT BUS STOPS)**

to allow drainage while denying access to the inserts behind the display panels. The unit must be secured with vandal resistance screws to avoid insert from being removed easily, while allowing the replacement of insert with no major disassembly of the unit.

An example of a Type I unit may be viewed at the bus stop located on the south side of Huntington Drive east of Mountain Avenue in the City of Monrovia, and an example of a Type II unit may be viewed on west side of Mountain Avenue south of Huntington Drive in the City of Monrovia.

13. Durability:
  - a. Solar light poles shall be designed to withstand minimum wind loads of 75 mph.
  - b. Solar light poles must be designed to withstand a variety of conditions including, at a minimum, inclement weather, salt air, high winds, bright sunlight, and earthquakes.
  - c. All parts and components shall be secured with tamperproof security hardware.
14. Performance Guarantees:
  - a. Run Operation: Lighting will be from dusk to dawn.
  - b. Operating Range: Temperature range shall be from -40 degrees Fahrenheit to +176 degrees Fahrenheit (-40 degrees Celsius to +80 degrees Celsius). Humidity operating range shall be from 20 percent to 90 percent humidity.
  - c. Illumination Area: The area illuminated by the light shall be a minimum of a 5' diameter circular area on the ground when the light source is 10' above the ground.
  - d. Original Manufacturer's Specification Sheets: Original Manufacturer's Specification Sheets must be provided for all components of the solar light poles.
  - e. Warranty: The overall integrity of the system shall have a minimum of a two-year warranty.

**SPECIFICATIONS  
FOR  
SOLAR POWERED LIGHT POLE  
(FOOTHILL TRANSIT BUS STOPS)**

**Installation Requirements:**

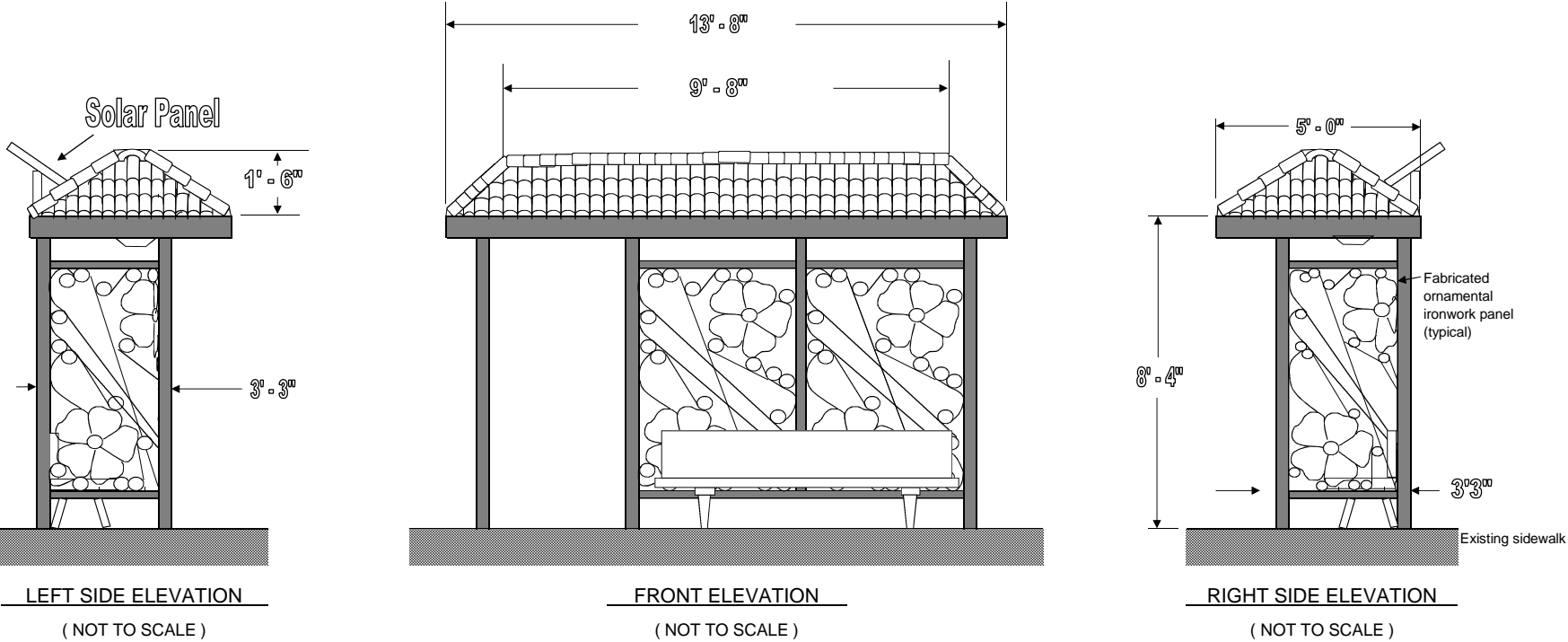
1. Base: The solar light poles are currently embedded with 3' depth of foundation. In the event of replacement, relocation, or reinstallation, contractor shall install the solar light poles using the surface-mount method with structural calculations approved by the Director/Designee and restore sites in original condition.
2. Placement: As shown on Exhibit H.11, the solar light pole must be placed on the right-hand side of the bus shelter when facing the bus shelter from the street or at either side of the bus stop sign pole if there is no bus shelter. Depending on the terrain of each site, the solar light pole must be installed as close as possible to the edge of curb, but no less than 30" perpendicular from the edge of curb (36" from face of curb) to avoid obstructing the bus path while still allowing adequate clearances for wheelchair access. Alternate locations must be reviewed and approved by Public Works.
3. Mounting of Schedule Display Unit: The top of the transit schedule display unit shall be mounted 5' 0" +/- 1/2" above the ground so that the information displayed is fully accessible by persons in wheelchairs.
4. Orientation: The solar panel must be oriented to face south to southwest to provide solar charging capacity sufficient to meet all requirements noted herein during the shortest daylight periods of the year.
5. Underground Utility: Contractor must verify and avoid conflicts with underground utilities, if any.
6. Mechanical Drawings: Mechanical drawings showing method of installation, material to be used, and all necessary details must be submitted and approved by Public Works before installations of any systems are allowed.
7. Permits: Contractor shall obtain all permits necessary for the works (i.e., Excavation permits, Encroachment permits, etc.), all of which shall be paid at contractor's own expense.
8. Traffic Control: Contractor shall be responsible for setting traffic control at all project sites in compliance with the latest edition of the Manual on Uniform Traffic Control Device issued by the Federal Highway Administration.



**SPECIFICATIONS  
FOR  
SOLAR POWERED LIGHT POLE  
(FOOTHILL TRANSIT BUS STOPS)**

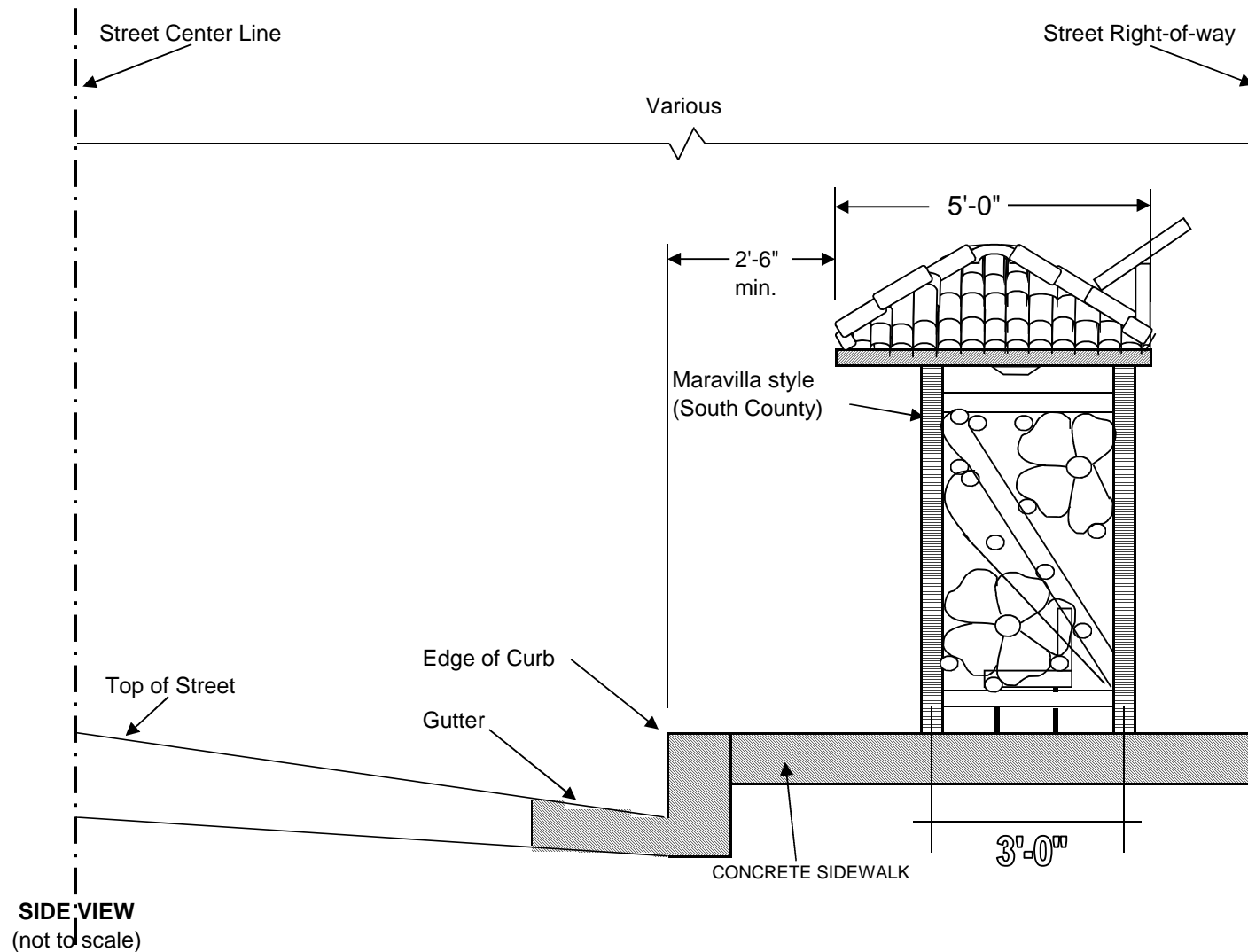
9. Workmanship: All construction shall conform to the latest edition of the Standard Specifications for Public Works Construction; all work and workmanship found to be substandard or inadequate by Public Works shall be corrected at no cost to the County.
10. Americans with Disabilities Act: All traffic control, installation, and other works performed under this contract must be in compliance with the American with Disabilities Act of 1990. Light poles must only be installed a minimum of 36 " from the face of curb and 42" on either side of an obstruction.
11. Prior to acceptance of the solar light pole and its installation by Public Works, the functionality of the solar light pole shall be demonstrated. The functionality will include illumination area measurements, luminaire output, battery charging capacity, and battery storage capacity at each site.

**EXHIBIT H.1.1**  
**DIAGRAM OF SOLAR POWERED / NON-ADVERTISING BUS SHELTER**  
**(NO PSA PANELS) BLACK FRAME AND RED TILE ROOF WITH BACK SUPPORT BENCH**

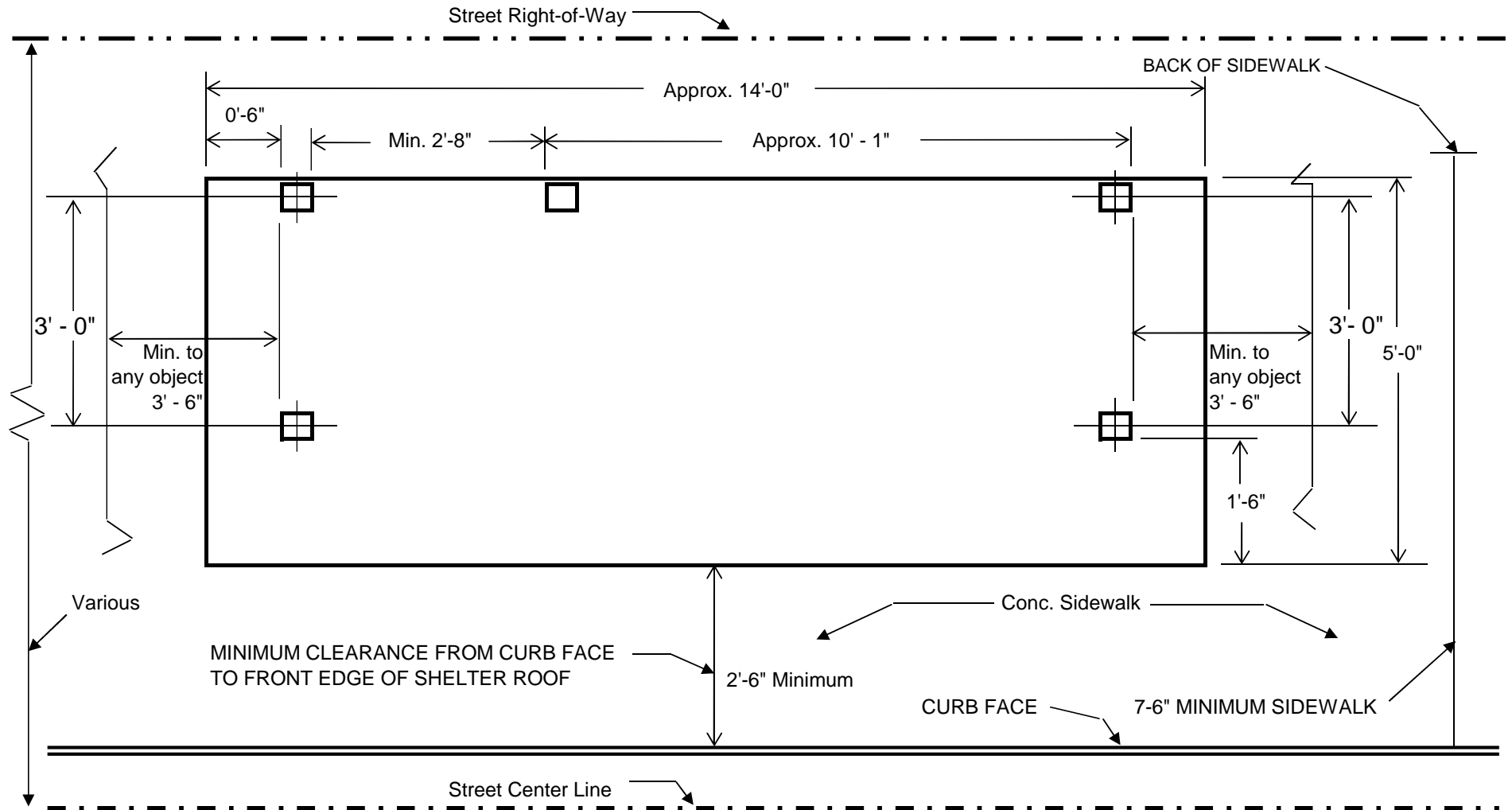


**NOT** All dimensions are approximations.

**EXHIBIT H.1.2**  
**DIAGRAM OF TYPICAL NON-ADVERTISING BUS SHELTER (No PSA Panels)**  
**WITH STREET RIGHT-OF-WAY AND MINIMUM CLEARANCES**

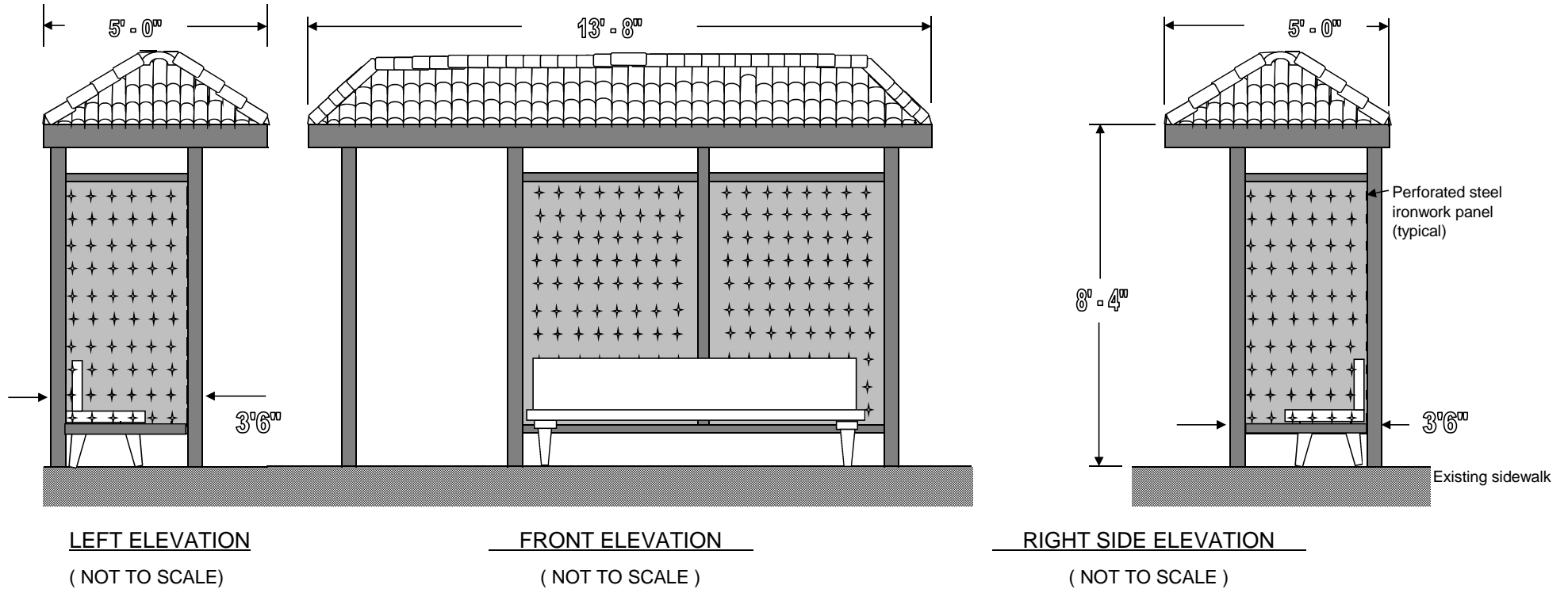


**EXHIBIT H.1.3**  
**DIAGRAM OF STREET RIGHT-OF-WAY AND MINIMUM CLEARANCES**  
**FOR TYPICAL NON-ADVERTISING BUS SHELTER (NO PSA Panels)**



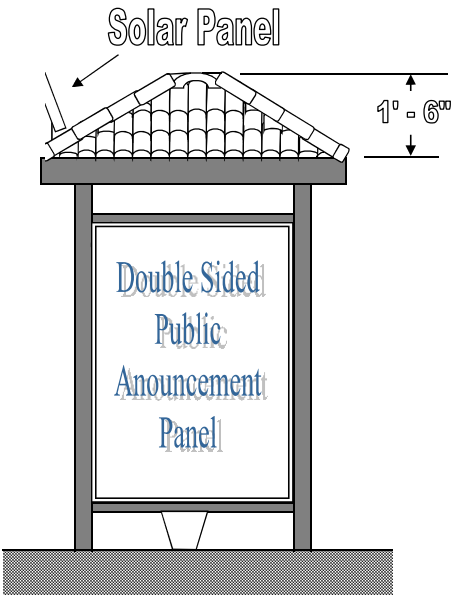
**TOP VIEW**  
(not to scale)

**EXHIBIT H.1.4 - DIAGRAM OF SOLAR POWERED / NON-ADVERTISING BUS SHELTER (NO PSA PANELS) BLACK FRAME  
PERFORATED PANELS AND RED TILE ROOF WITH BACK SUPPORT BENCH**



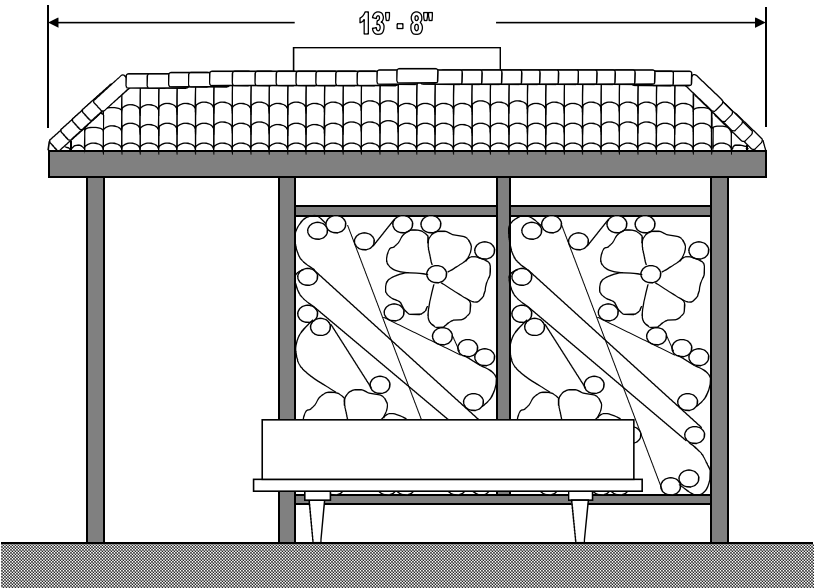
**All dimensions are approximations.  
The left decorative frame is identical to the right side.**

**EXHIBIT H.2.1**  
**DIAGRAM OF SOLAR POWERED / NON-ADVERTISING BUS SHELTER**  
**(WITH PSA PANELS)**  
**BLACK FRAME AND RED TILE ROOF WITH BACK SUPPORT BENCH**



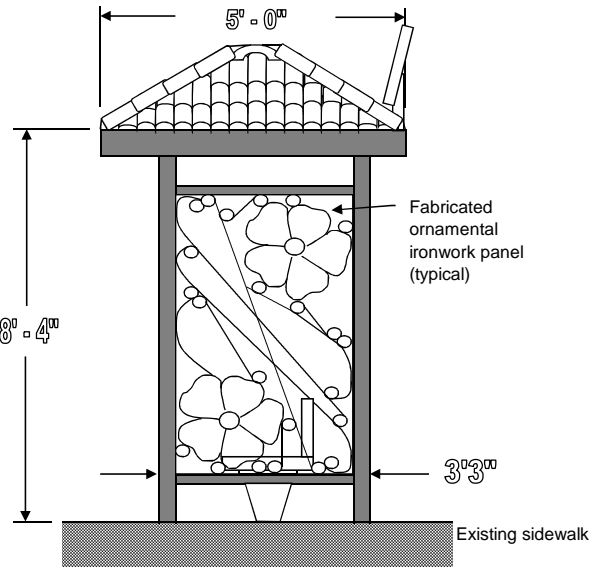
LEFT SIDE ELEVATION

( NOT TO SCALE )



FRONT ELEVATION

( NOT TO SCALE )

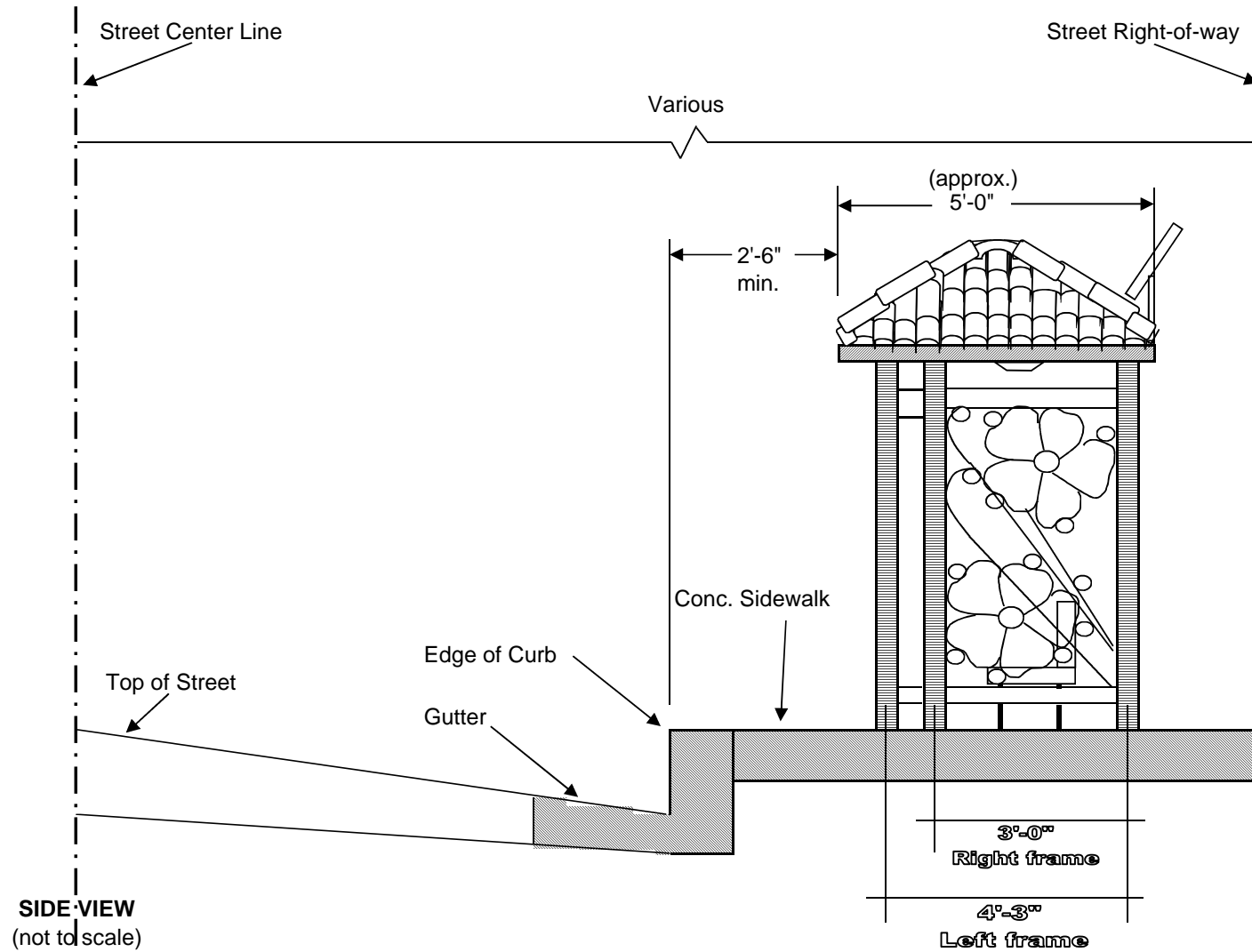


RIGHT SIDE ELEVATION

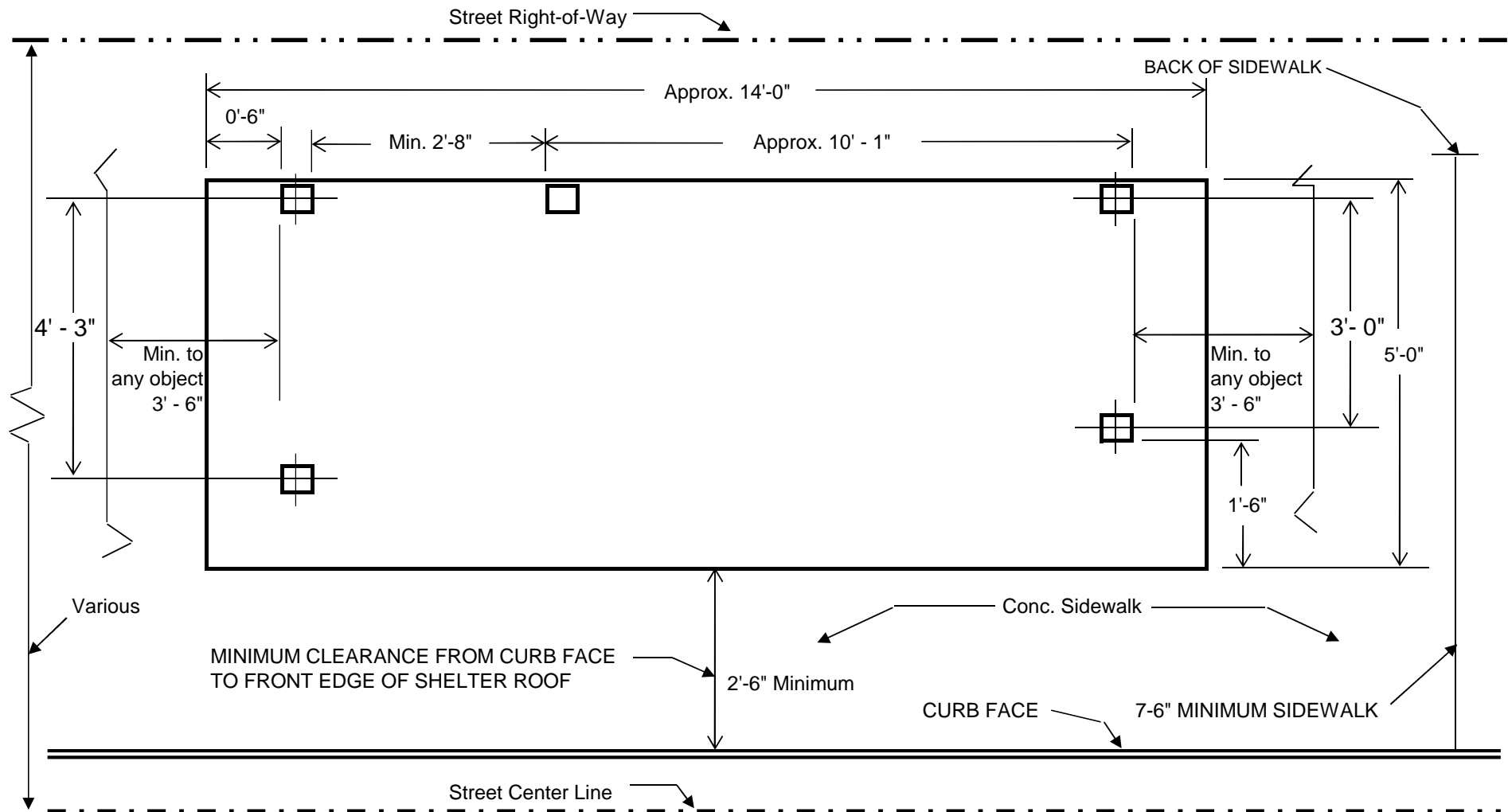
( NOT TO SCALE )

**NOTE: All dimensions are approximations.**  
**The left side has a double sided public announcement panel.**

**EXHIBIT H.2.2**  
**DIAGRAM OF STREET RIGHT-OF-WAY AND MINIMUM CLEARANCES**  
**FOR TYPICAL NON-ADVERTISING BUS SHELTER (with PSA Panels)**



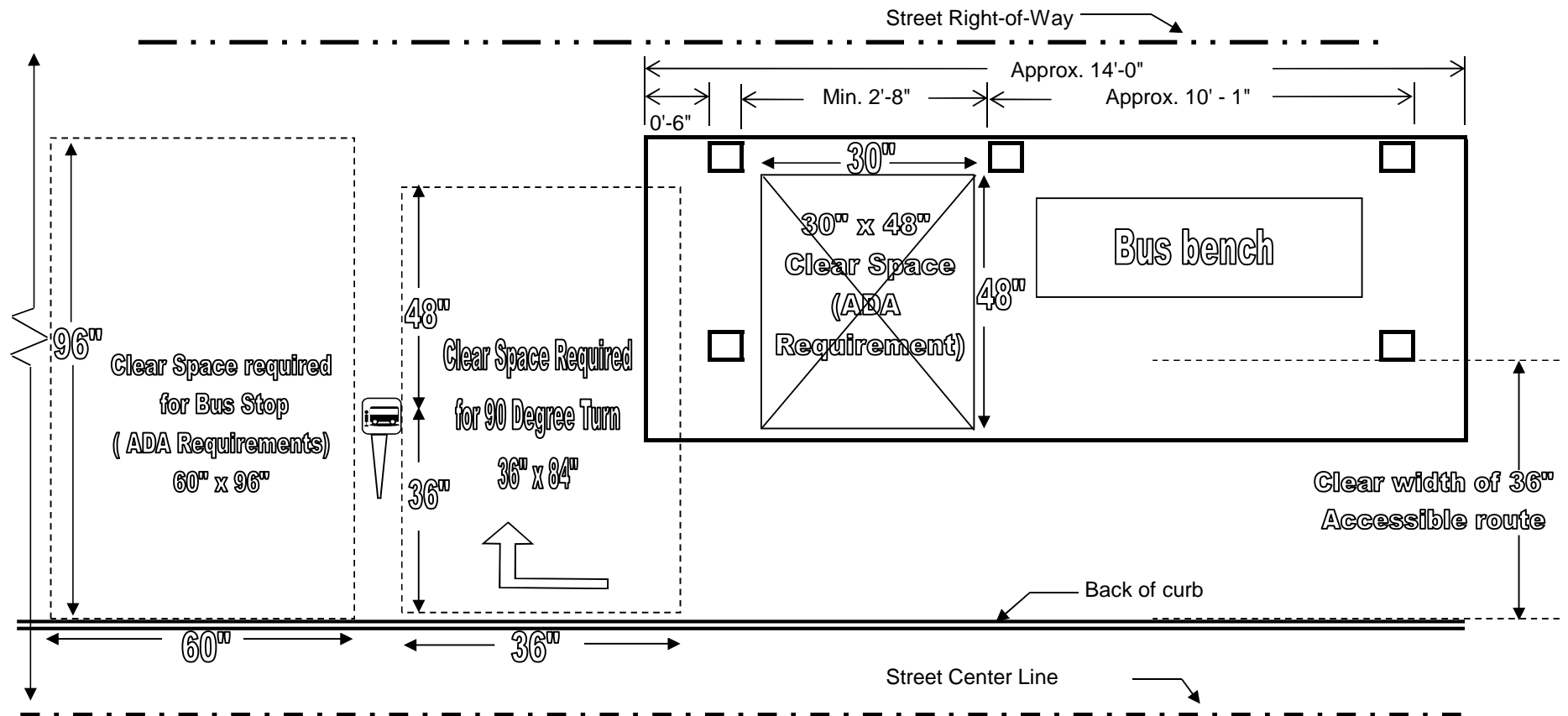
**EXHIBIT H.2.3**  
**DIAGRAM OF STREET RIGHT-OF-WAY AND MINIMUM CLEARANCES**  
**FOR TYPICAL NON-ADVERTISING BUS SHELTER (PSA Panels)**



**TOP VIEW**  
(not to scale)



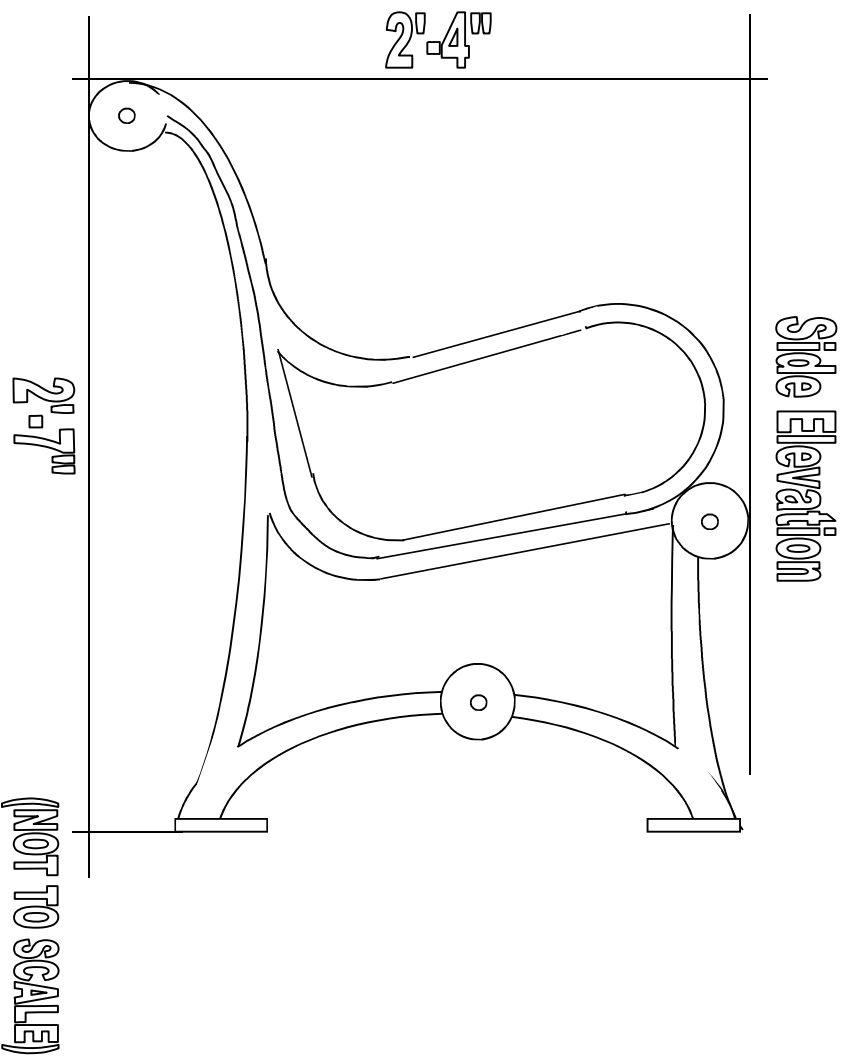
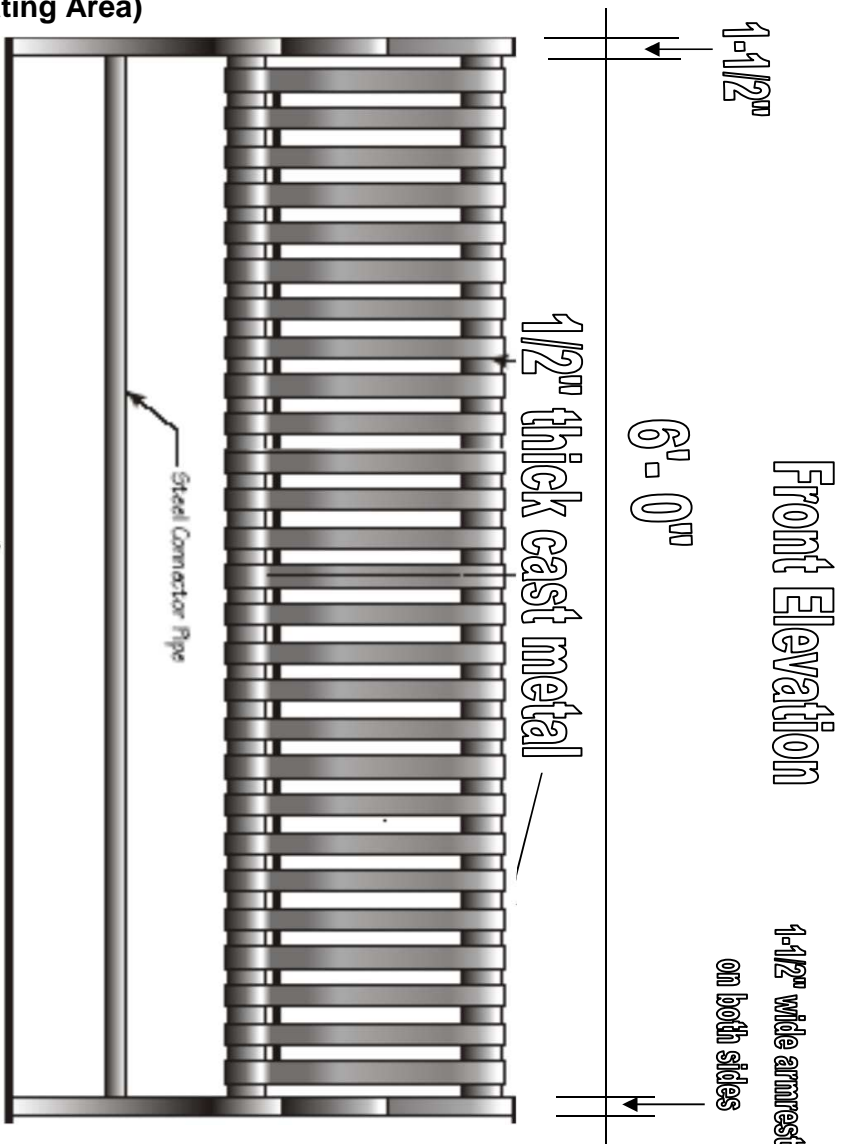
**EXHIBIT H.3**  
**DIAGRAM OF AMERICAN DISABILITIES ACT (ADA)**  
**REQUIREMENT FOR BUS STOP**



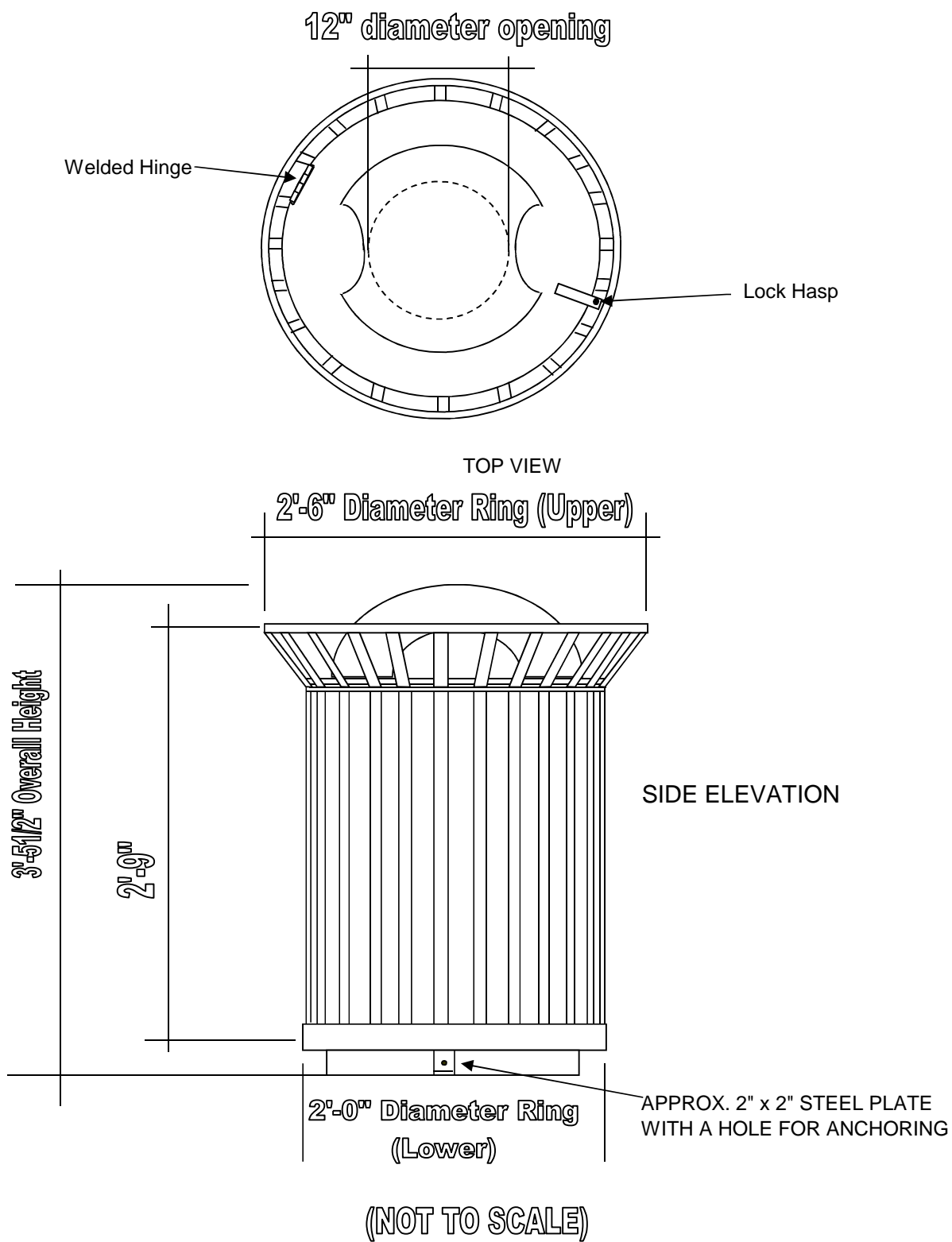
(NOT TO SCALE)

# EXHIBIT H.4

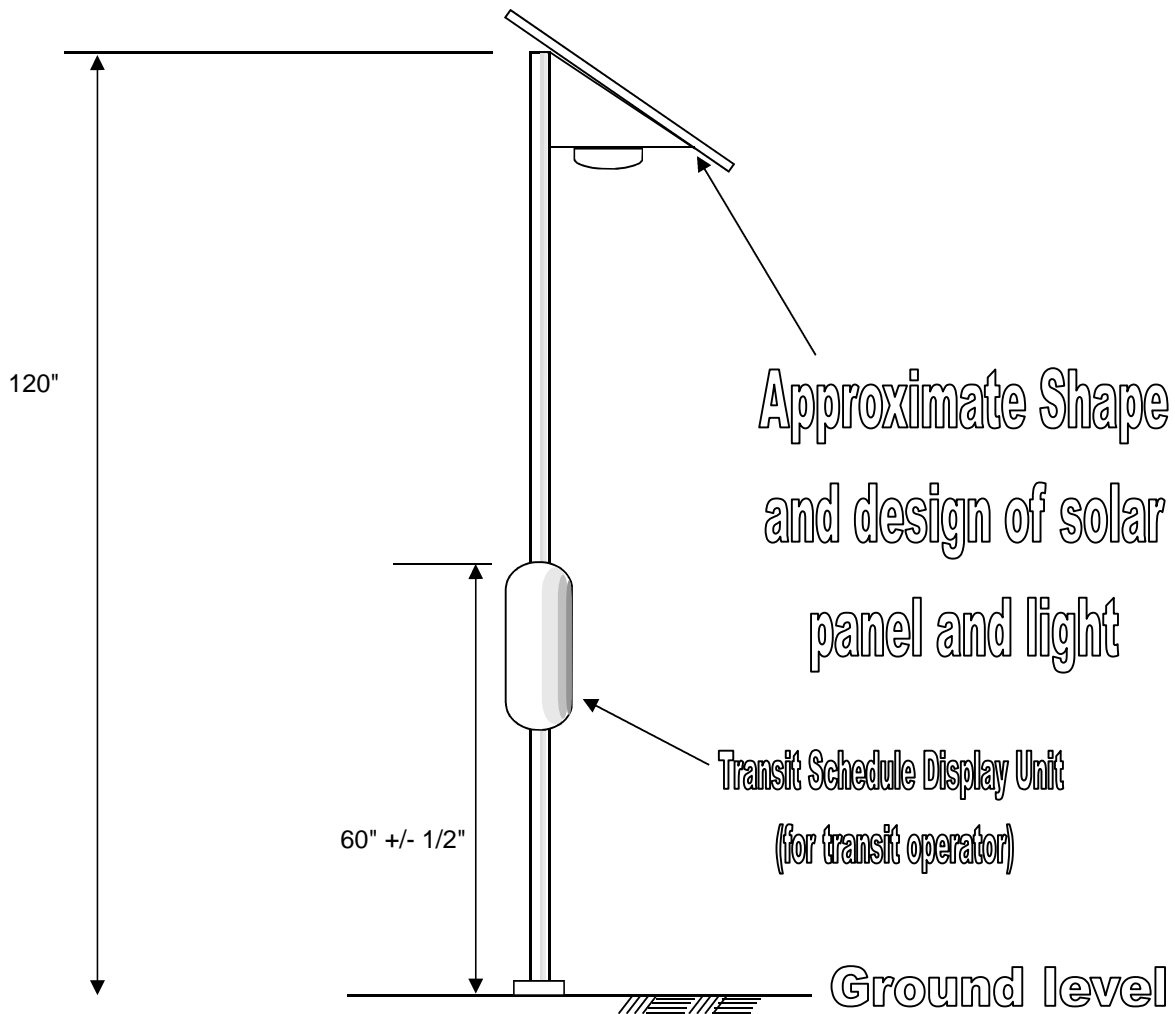
Diagram of Black Non-Advertising Metal Bench with Gloss Powder Coated Finish  
(6' Seating Area)



**EXHIBIT H.5**  
**DIAGRAM OF 32-GALLON TRASH RECEPTACLE WITH HARD PLASTIC LINER AND KEY-LOCKING DOME TOP**



**EXHIBIT H.7**  
**DIAGRAM OF STAND-ALONE SOLAR POWERED LIGHT POLE**



ELEVATION VIEW OF SOLAR-POWERED LIGHT POLE  
(DRAWING NOT TO SCALE)

# **EXHIBIT H.8** **DIAGRAM OF DISPLAY UNIT FOR METRO BUS SCHEDULES AND ROUTES**

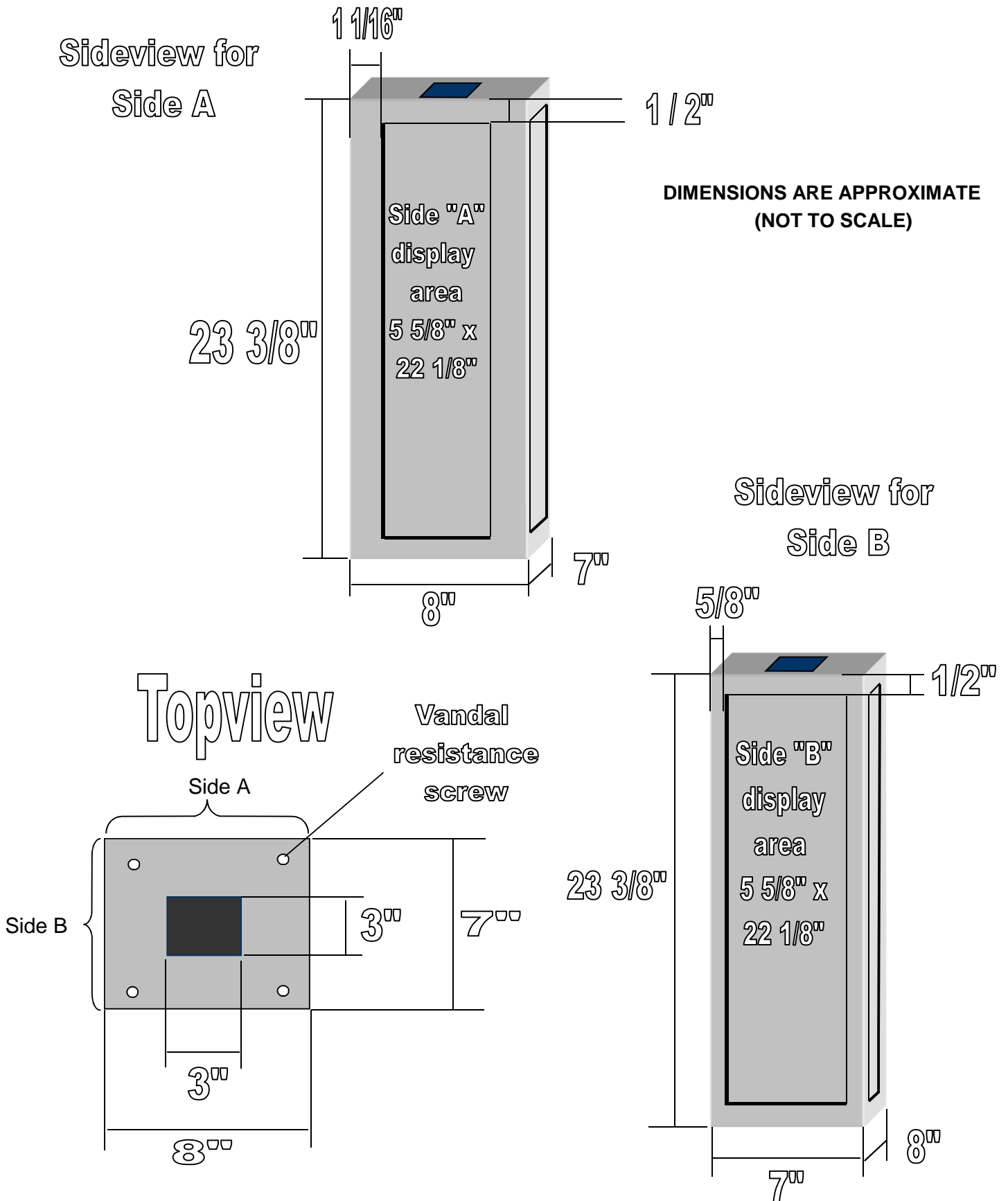
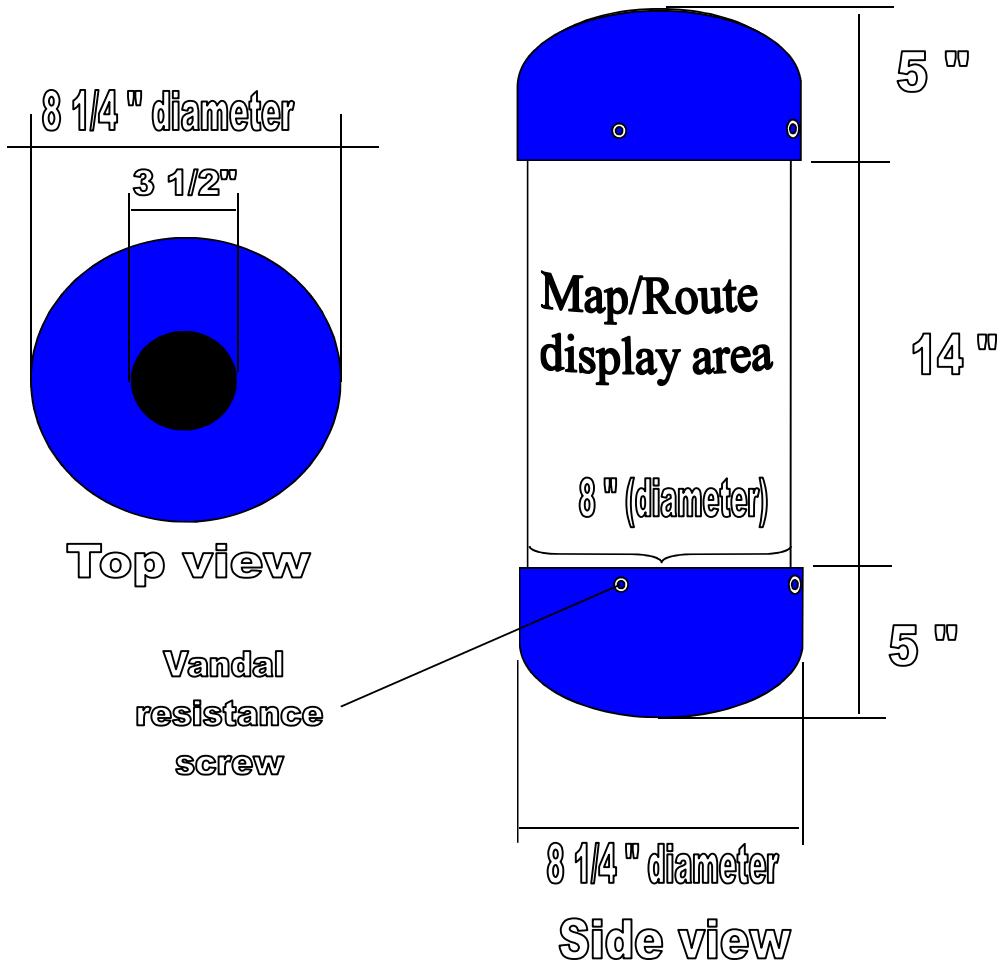
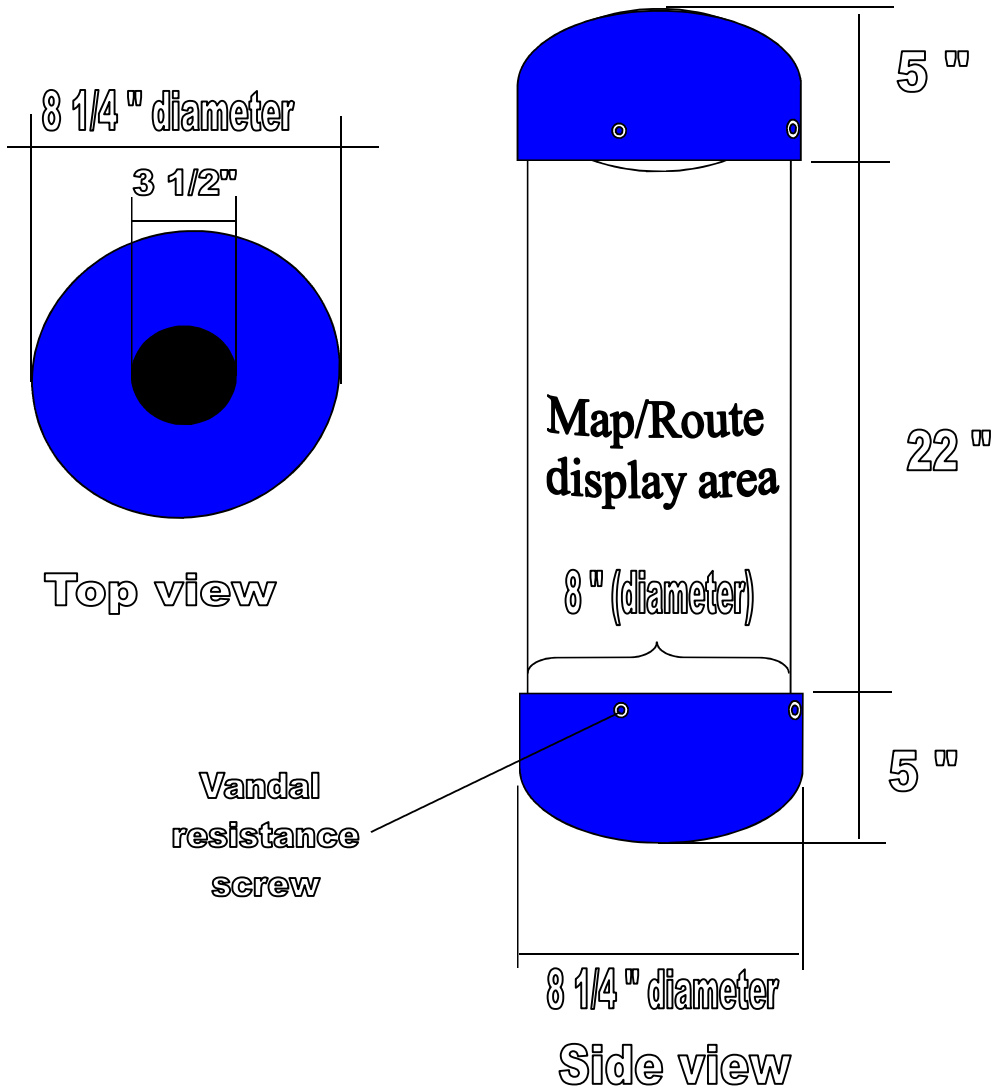


Exhibit H.9  
Route / Map Carousel Display Unit  
for  
Foothill Transit (Type I)



Foothill Transit  
Route Display Unit  
DIMENSIONS ARE APPROXIMATE  
(NOT TO SCALE)

Exhibit H.10  
Route / Map Carousel Display Unit for  
Foothill Transit (Type II)

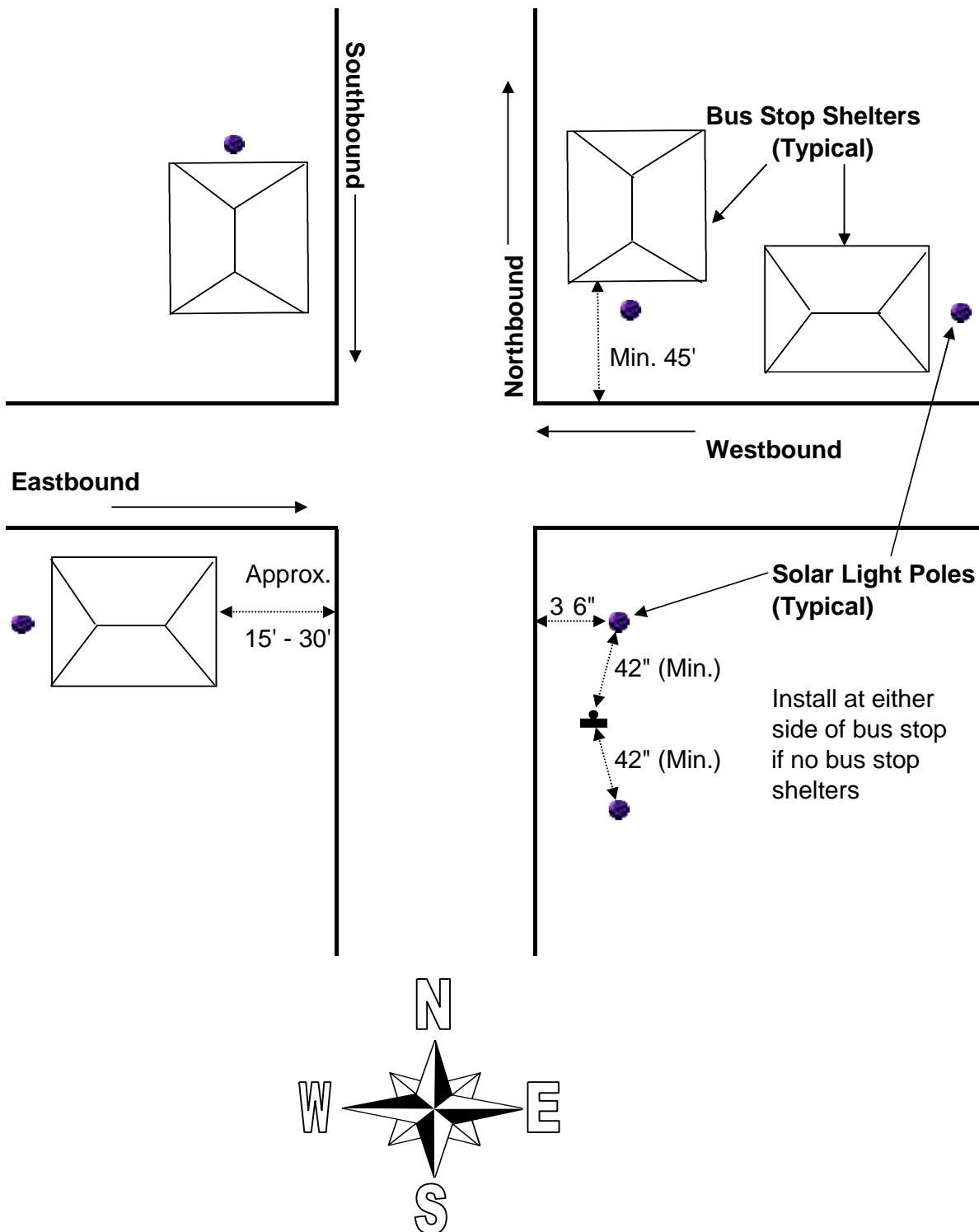


Foothill Transit  
Route Display Unit

DIMENSIONS ARE APPROXIMATE  
(NOT TO SCALE)

# EXHIBIT H.11

## DIAGRAM OF PLACEMENT OF SOLAR LIGHT POLES





**EXHIBIT I**  
**PROPOSED COST FOR BUS STOP AMENITIES**

Vendor's Signature: \_\_\_\_\_, Date \_\_\_\_\_ Director's/Designee's Signature: \_\_\_\_\_, Date \_\_\_\_\_

Please enter proposed cost for the appropriate as needed service item. All costs are inclusive with times, materials, taxes, and other necessary charges incurred.

Bus Stop Location: \_\_\_\_\_

Approve ☐ Not approve ☐ Comments: \_\_\_\_\_

Parts / Services	Reinstall	Repair	Replace	Relocate	Remove	Notes
<b>BUS SHELTER</b> Style and Model No. _____						
Bus shelter unit*						
Shelter structure						
Solar panel						
Ad panel glass						
<b>BUS BENCH</b> Style and Model No. _____						
Bench unit						
<b>TRASH RECEPTACLE</b> Style and Model No. _____						
Receptacle unit						
Dome cover						
Frame						
Liner						
OTHERS: (please specify)						

\* Bus shelter unit includes a shelter structure, a bus bench, a trash receptacle and the necessary power source to provide illumination for shelter and/or ad panel.

## EXHIBIT J

### Bus Stop Inspection Checklist (Please Print)

Time of Day: \_\_\_\_\_ AM/ PM Date / / Staff: \_\_\_\_\_

Shelter ID# NC/SC \_\_\_\_\_ DIR: \_\_\_\_\_ NEAR SIDE / FAR SIDE

No. of shelters: 0 1 2 No. of benches: 0 1 2 3 No. of trash receptacles: 0 1 2  
(incl bench and trash receptacle) No. of solar light poles: 0 1

Main Street \_\_\_\_\_

Cross Street \_\_\_\_\_ Adj. Business \_\_\_\_\_

### ADDITIONAL COMMENTS

<b>Bus Stop Amenities*</b> <input type="checkbox"/> No deficiencies to Trash Receptacle(s), Shelter(s), Bench(es), Solar Light Pole, and/or 10-foot Perimeter of Amenity(ies) other than as described below.  <input type="checkbox"/> Potential Repairs Needed Describe: _____  <input type="checkbox"/> Corrective Action Taken Describe: _____	
<input type="checkbox"/> <b>Potential Hazard/Safety Concern</b> Describe: _____  <input type="checkbox"/> Remedial Action Taken Describe: _____  <b>If Contractor finds a potential hazard or safety concern:</b> <b>1) Contractor shall tape off or otherwise mark the area to prevent public access or implement other safety precautions; and</b> <b>2) Contractor shall send this Checklist to the Contract Manager promptly within 24 hours of this inspection.</b>	

**\*Inspection Items:** Include, but are not limited to, cleanliness; the presence of any graffiti; protruding metal, exposed wiring; light function; damaged/missing/loose advertising panels, ceiling/roof tiles, parts, nuts/bolts; signs of human waste or debris; and any obstructions to pedestrian access (e.g., tree branches, newsstand, advertising bench, sleeve left from removed sign post, etc.). **Any deficiency that poses a potential injury or public safety concern must be identified and handled as described in the Potential Hazard section above.**

By \_\_\_\_\_  
Signature

Date \_\_\_\_\_

**Sample Fuel Adjustment Calculation: Fuel Purchased at Market Prices**

Following sample data is required to calculate fuel adjustment:

Unit Rate from PW-2, Schedule of Prices: \$15.00

Percentage of Unit Rate Attributable to Fuel Costs: 12% (from Agreement)

Proposal due date: November 2007

Contract start date: March 2008

Fuel Adjustment (FA) Component for Propane price:

Propane (On-Highway) - August 2007<sup>1</sup> 173.7 cents per Gallon

Propane (On-Highway) - December 2007<sup>2</sup> 218.7 cents per Gallon

Percent Change = [(December 2007 Price/Gallon – August 2007 Price/Gallon) / (August 2007 Price/Gallon) x (100)

[(218.7 - 173.7) / 173.7] x (100) = 25.9%

Percent Change in Propane price: 25.9% increase

Adjusted Unit Rate (FA Component):

= (12% of Unit rate x Percent Change in Propane Price)

= (12% x \$15.00 x 25.9%)

= \$0.47 Fuel Adjustment (increase)

**Adjusted Unit Rate for March 2008**

\$15.00 + \$0.47 = \$15.47

**Sample Fuel Adjustment Calculation: Fuel Purchased Under Long-Term Fuel Supply Agreement**

Following sample data is required to calculate fuel adjustment:

Unit Rate from PW-2, Schedule of Prices: \$15.00

Percentage of Unit Rate Attributable to Fuel Costs: 12% (from Agreement)

Proposal due date: November 2007 (Long-Term Fuel Price: \$3.00 per gallon)

Contract start date: March 2008

Renegotiation of Fuel Price: May 2008 (renegotiated price is \$3.25 per gallon)

Fuel Adjustment Component for Contract Price:

November 2007 \$3.00 per gallon

Renegotiated Price in May 2008 \$3.25 per gallon

[(May 2008 Price/Gallon – November 2007 Price/Gallon) / (November 2007 Price/Gallon)] x (100) = Percent Change

[(3.25 - 3.00) / 3.00] x (100) = 8.3%

Percent change in Diesel (long-term price) 8.3% increase

Adjusted Unit Rate (Fuel Adjustment Component):

= (12% of unit rate) x (Percent change in price)

= [(12%) x (\$15.00)] x (8.3%)

= \$0.15 Fuel Adjustment (increase)

**Adjusted Unit Rate beginning May 2008**

\$15.00 + \$0.15 = \$15.15

<sup>1</sup> Three months preceding the proposal due date.

<sup>2</sup> Three months preceding the contract start date.

**Nonadvertising Shelters  
Exhibit L.1**

Shelter ID.	Shelter Type	Location	SD	Street	Cross Street	Dir.	Corner	Map ref.	Lighting	PSA Panels	Watershed
SC 2	Marv. shltr	Athens	2	120th St.	Compton Ave.	WB	NS	704-G7	Solar Panel	2	Los Angeles River
SC 3	Marv. shltr	ELA	1	1st St.	Herbert Ave.	WB	FS	635-E6	Solar Panel	0	Los Angeles River
SC 4	Marv. shltr	ELA	1	1st St.	Gage Ave.	EB	NS	635-D6	Solar Panel	2	Los Angeles River
SC 5	Marv. shltr	ELA	1	1st St.	Marianna Av.	EB	FS	635-E6	Solar Panel	2	Los Angeles River
SC 6	Marv. shltr	ELA	1	1st St.	Mednik Av.	WB	NS	635-G6	Solar Panel	2	Los Angeles River
SC 7	Marv. shltr	ELA	1	3rd St.	McDonnell Ave.	EB	FS	635-F6	Solar Panel	2	Los Angeles River
SC 8	Marv. shltr	ELA	1	3rd St.	McDonnell Ave.	WB	FS	536-F6	Solar Panel	0	Los Angeles River
SC 9	CC	ELA	1	3rd St.	Mednik Ave.	WB	FS	635-G6	None	0	Los Angeles River
SC 10	Marv. shltr	ELA	1	3rd St.	Mednik Ave.	EB	FS	635-G6	Solar Panel	2	Los Angeles River
SC 11	Marv. shltr	Baldwin Hills	2	54th St.	Alviso Ave.	WB	NS	673-D5	Solar Panel	2	Ballona Creek
SC 12	Marv. shltr	Baldwin Hills	2	54th St.	Alviso Ave.	EB	FS	673-D5	Solar Panel	2	Ballona Creek
SC 13	Marv. shltr	Baldwin Hills	2	54th St.	Harcourt Ave.	EB	FS	673-D5	Solar Panel	2	Ballona Creek
SC 14	Marv. shltr	San Pedro	4	7th St.	Patton St.	WB	Opp	823-J5	Solar Panel	0	Los Angeles River
SC 16	Marv. shltr	Walnut Park	2	92nd St.	Maie Ave.	WB	NS	704-G3	Solar Panel	0	Los Angeles River
SC 17	Marv. shltr	Walnut Park	2	92nd St.	Bandera	WB	FS	704-G3	Solar Panel	0	Los Angeles River
SC 18	Marv. shltr	Walnut Park	2	Alameda St.	103rd St.	SB	NS	704-J5	Solar Panel	0	Los Angeles River
SC 19	Marv. shltr	Valinda	1	Amar Rd.	Sunset Ave.	EB	FS	638-C4	Solar Panel	0	Los Angeles River
SC 20	Marv. shltr	Valinda	1	Amar Rd.	Puente Ave.	EB	NS	638-A3	Solar Panel	0	Los Angeles River
SC 21	Marv. shltr	Valinda	1	Amar Rd.	Vineland Av.	WB	NS	637-J1	Solar Panel	2	Los Angeles River
SC 22	Marv. shltr	Azusa	1	Arrow Hwy	Lark Ellen Ave	WB	NS	598-H2	Solar Panel	0	San Gabriel River
SC 22	Marv. shltr	Charter Oak	5	Arrow Hwy	Valley Center Ave	EB	NS	599-H2	Solar Panel	0	San Gabriel River
SC 23	Marv. shltr	Rancho Dominguez	2	Atlantic Ave.	Myrrh St.	NB	FS	735-D5	Solar Panel	0	Los Angeles River
SC 24	Marv. shltr	Rancho Dominguez	2	Atlantic Ave.	Rosecrans Ave.	NB	FS	735-D3	Solar Panel	0	Los Angeles River
SC 25	Marv. shltr	Rancho Dominguez	2	Atlantic Ave.	Rosecrans Ave.	SB	NS	735-D3	Solar Panel	2	Los Angeles River
SC 28	Marv. shltr	ELA	1	Atlantic Blvd.	Union Pacific Ave.	SB	NS	675-G2	Solar Panel	2	Los Angeles River
SC 29	Marv. shltr	ELA	1	Atlantic Blvd.	Whittier Blvd.	SB	FS	675-H1	Solar Panel	2	Los Angeles River
SC 26	Marv. shltr	ELA	1	Atlantic Blvd.	6th St.	NB	FS	635-H7	Solar Panel	0	Los Angeles River
SC 27	Marv. shltr	ELA	1	Atlantic Blvd.	Eagle St.	NB	NS	635-H7	Solar Panel	2	Los Angeles River
SC 30	Marv. shltr	Rancho Dominguez	2	Atlantic Blvd.	Compton Ave.	NB	FS	735-D4	Solar Panel	2	Los Angeles River
SC 40	Marv. shltr	Willowbrook	2	Avalon Blvd.	Rosecrans Ave.	NB	NS	734-D3	Solar Panel	0	Dominguez Channel
SC 37	Marv. shltr	Willowbrook	2	Avalon Blvd.	El Segundo Blvd.	NB	NS	734-D2	Solar Panel	2	Los Angeles River
SC 38	Marv. shltr	Willowbrook	2	Avalon Blvd.	El Segundo Blvd.	SB	NS	734-D2	Solar Panel	2	Los Angeles River
SC 31	Marv. shltr	Willowbrook	2	Avalon Blvd.	130th St	SB	NS	734-D2	Solar Panel	0	Los Angeles River
SC 32	Marv. shltr	Willowbrook	2	Avalon Blvd.	132nd St.	NB	IN	734-D2	Solar Panel	2	Los Angeles River
SC 33	Marv. shltr	Willowbrook	2	Avalon Blvd.	135th St.	NB	FS	734-D2	Solar Panel	2	Los Angeles River
SC 34	Marv. shltr	Willowbrook	2	Avalon Blvd.	135th St.	SB	NS	734-D2	Solar Panel	2	Los Angeles River
SC 35	Marv. shltr	Willowbrook	2	Avalon Blvd.	Compton Blvd.	NB	NS	734-D4	Solar Panel	2	Dominguez Channel
SC 36	Marv. shltr	Willowbrook	2	Avalon Blvd.	Compton Blvd.	SB	NS	734-D4	Solar Panel	2	Dominguez Channel
SC 39	Marv. shltr	Willowbrook	2	Avalon Blvd.	Redondo Beach Blvd.	NB	FS	734-E5	Solar Panel	2	Dominguez Channel
SC 258	Marv. shltr	South San Jose Hills	1	Azusa Ave.	Temple Ave.	NB	NS	638-H7	Solar Panel	0	San Gabriel River
SC 43	Marv. shltr	ELA	1	Beverly Blvd.	Gerhart Ave.	WB	FS	635-J7	Solar Panel	2	Los Angeles River
SC 44	Marv. shltr	ELA	1	Beverly Blvd.	Sadler Ave.	WB	FS	635-J7	Solar Panel	2	Los Angeles River
SC 42	Marv. shltr	ELA	1	Beverly Blvd.	Atlantic Ave.	EB	NS	635-H6	Solar Panel	0	Los Angeles River
SC 45	Marv. shltr	ELA	1	Brannick Ave.	Hammel St.	SB	NS	635-E5	Solar Panel	2	Los Angeles River
SC 48	Marv. shltr	Willowbrook	2	Broadway	Compton Blvd.	SB	NS	734-C4	Solar Panel	2	Dominguez Channel
SC 46	Marv. shltr	Willowbrook	2	Broadway	157th St.	SB	NS	734-C5	Solar Panel	2	Dominguez Channel
SC 47	Marv. shltr	Willowbrook	2	Broadway	Alondra Blvd.	SB	NS	734-C6	Solar Panel	2	Dominguez Channel
SC 50	Marv. shltr	Florence	2	Central Ave.	68th St	NB	NS	674-E6	Solar Panel	2	Los Angeles River
SC 52	Marv. shltr	Florence	2	Central Ave.	79th St	NB	FS	704-E1	Solar Panel	0	Los Angeles River
SC 53	Marv. shltr	Florence	2	Central Ave.	83rd St	NB	NS	704-E2	Solar Panel	2	Los Angeles River
SC 54	Marv. shltr	Willowbrook	2	Central Ave.	123rd St	SB	FS	734-F1	Solar Panel	2	Los Angeles River
SC 55	Marv. shltr	Willowbrook	2	Central Ave.	131st St.	SB	FS	734-F2	Solar Panel	0	Los Angeles River
SC 56	Marv. shltr	Willowbrook	2	Central Ave.	139th St	NB	FS	734-F3	Solar Panel	0	Los Angeles River
SC 57	Marv. shltr	Willowbrook	2	Central Ave.	El Segundo Blvd.	SB	FS	734-F1	Solar Panel	0	Los Angeles River
SC 49	Marv. shltr	Florence	2	Central Ave.	60th St	NB	IN	674-E6	Solar Panel	0	Los Angeles River
SC 51	Marv. shltr	Florence	2	Central Ave.	76th Pl	NB	FS	704-E1	Solar Panel	0	Los Angeles River
SC 58	CDC shltr	ELA	1	Cesar E. Chavez A	Dangler Ave.	EB	NS	635-G5	Solar Pole	0	Los Angeles River
SC 22	CDC shltr	ELA	1	Cesar E. Chavez A	Dangler Ave.	WB	NS	635-G5	Solar Pole	0	Los Angeles River
SC 60	Marv. shltr	ELA	1	Cesar E. Chavez A	Eastern Ave.	WB	FS	635-E5	Solar Panel	0	Los Angeles River
SC 61	CDC shltr	ELA	1	Cesar E. Chavez A	Ford Blvd.	EB	FS	635-F5	Solar Pole	0	Los Angeles River
SC 62	Marv. shltr	ELA	1	Cesar E. Chavez A	Gage Ave.	EB	FS	635-D5	Solar Panel	2	Los Angeles River
SC 63	Marv. shltr	ELA	1	Cesar E. Chavez A	Hazard Ave.	EB	NS	635-E5	Solar Panel	2	Los Angeles River
SC 64	Marv. shltr	ELA	1	Cesar E. Chavez A	Hazard Ave.	WB	NS	635-E5	Solar Panel	2	Los Angeles River
SC 65	Marv. shltr	ELA	1	Cesar E. Chavez A	Humphreys Ave.	WB	NS	635-F5	Solar Panel	0	Los Angeles River
SC 66	CDC shltr	ELA	1	Cesar E. Chavez A	McDonnell Ave.	EB	FS	635-F5	Solar Pole	0	Los Angeles River
SC 67	CDC shltr	ELA	1	Cesar E. Chavez A	McDonnell Ave.	WB	NS	635-F5	Solar Pole	0	Los Angeles River
SC 68	CDC shltr	ELA	1	Cesar E. Chavez A	Mednik Ave.	EB	NS	635-G5	Solar Pole	0	Los Angeles River
SC 69	Marv. shltr	ELA	1	Cesar E. Chavez A	Mednik Ave.	WB	FS	635-G5	Solar Pole	2	Los Angeles River
SC 70	Marv. shltr	ELA	1	Cesar E. Chavez A	Rowan Ave.	EB	FS	635-D5	Solar Panel	2	Los Angeles River
SC 71	Marv. shltr	Azusa	1	Citrus Ave	Baseline Dr	NB	FS	569-B7	Solar Panel	0	Los Angeles River
SC 72	Marv. shltr	ELA	1	City Terrace Dr.	Alma Ave.	EB	NS	635-D4	Solar Panel	2	Los Angeles River
SC 73	Marv. shltr	ELA	1	City Terrace Dr.	Herbert Ave.	EB	FS	635-D3	Solar Panel	2	Los Angeles River
SC 74	Marv. shltr	ELA	1	City Terrace Dr.	Van Pelt Ave.	EB	FS	635-E3	Solar Panel	0	Los Angeles River
SC 75	Marv. shltr	Rowland Heights	4	Colima Rd.	Albatross Rd.	EB	NS	678-G4	Solar Panel	0	San Gabriel River
SC 76	Marv. shltr	Rowland Heights	4	Colima Rd.	Batson Av.	WB	NS	679-A5	Solar Panel	0	San Gabriel River
SC 77	Marv. shltr	Rowland Heights	4	Colima Rd.	Fairway Dr.	WB	FS	679-E5	Solar Panel	0	San Gabriel River
SC 78	Marv. shltr	Rowland Heights	4	Colima Rd.	Fullerton Rd.	EB	NS	679-A5	Solar Panel	0	San Gabriel River
SC 79	Marv. shltr	Rowland Heights	4	Colima Rd.	Fullerton Rd.	WB	FS	679-A5	Solar Panel	0	San Gabriel River
SC 80	Marv. shltr	Rowland Heights	4	Colima Rd.	Nausika Av.	WB	FS	679-D5	Solar Panel	0	San Gabriel River
SC 81	Marv. shltr	Rowland Heights	4	Colima Rd.	Nogales St.	EB	FS	679-B5	Solar Panel	0	San Gabriel River
SC 83	Marv. shltr	Florence	2	Compton Ave.	66th St.	SB	NS	674-F7	Solar Panel	2	Los Angeles River
SC 84	Marv. shltr	Florence	2	Compton Ave.	Florence Ave.	SB	NS	674-F7	Solar Panel	2	Los Angeles River
SC 85	Marv. shltr	Florence	2	Compton Ave.	Florence Ave.	NB	NS	674-F7	Solar Panel	2	Los Angeles River
SC 82	Marv. shltr	Florence	2	Compton Ave.	124th St.	SB	NS	734-G1	Solar Panel	0	Los Angeles River
SC 86	Marv. shltr	Florence	2	Compton Ave.	Gage Ave.	SB	FS	674-F6	Solar Panel	0	Los Angeles River
SC 259	Marv. shltr	Florence	2	Compton Ave.	Nadeau St.	SB	NS	704-F1	Solar Panel	0	Los Angeles River
SC 87	CC	Florence	2	Compton Ave.	Slauson Ave.	NB	NS	674 F5	None	2	Los Angeles River
SC 88	Marv. shltr	Rancho Dominguez	2	Compton Blvd	Atlantic Ave.	WB	FS	735-D4	Solar Panel	0	Los Angeles River
SC 89	Marv. shltr	Willowbrook	2	Compton Blvd	Avalon Blvd.	EB	FS	734-D4	Solar Panel	2	Dominguez Channel

**Nonadvertising Shelters  
Exhibit L.1**

Shelter ID.	Shelter Type	Location	SD	Street	Cross Street	Dir.	Corner	Map ref.	Lighting	PSA Panels	Watershed
SC 90	Marv. shltr	Willowbrook	2	Compton Blvd	Avalon Blvd.	WB	NS	734-D4	Solar Panel	2	Dominguez Channel
SC 91	Marv. shltr	El Camino Village	2	Crenshaw Blvd.	Redondo Beach Blvd.	SB	NS	733-F6	Solar Panel	2	Dominguez Channel
SC 93	Marv. shltr	ELA	1	Eastern Ave.	Gleason St.	NB	FS	635-F6	Solar Panel	2	Los Angeles River
SC 92	Tolar Euro	ELA	1	Eastern Ave.	City Terrace Dr.	SB	NS	635-F3	Solar Pole	0	Los Angeles River
SC 94	Marv. shltr	ELA	1	Eastern Ave.	Ramona Bl.	SB	FS	635-F2	Solar Panel	0	Los Angeles River
SC 97	Marv. shltr	Del Aire	2	El Segundo Blvd.	Ocean Gate Ave.	WB	NS	733-B2	Solar Panel	2	Dominguez Channel
SC 95	Marv. shltr	Athens	2	El Segundo Blvd.	Budlong Ave.	WB	NS	734-A1	Solar Panel	0	Dominguez Channel
SC 98	Marv. shltr	Willowbrook	2	El Segundo Blvd.	Avalon Blvd.	EB	FS	734-D1	Solar Panel	2	Los Angeles River
SC 99	Marv. shltr	Willowbrook	2	El Segundo Blvd.	Avalon Blvd.	WB	FS	734-D1	Solar Panel	2	Los Angeles River
SC 100	Marv. shltr	Willowbrook	2	El Segundo Blvd.	Central Ave.	WB	FS	734-F1	Solar Panel	2	Los Angeles River
SC 101	Marv. shltr	Willowbrook	2	El Segundo Blvd.	Central Ave.	EB	NS	734-F1	Solar Panel	0	Los Angeles River
SC 102	Marv. shltr	Willowbrook	2	El Segundo Blvd.	Keene Ave.	WB	IN	734-E1	Solar Panel	2	Los Angeles River
SC 104	Marv. shltr	Willowbrook	2	El Segundo Blvd.	McKinley Ave.	WB	IN	734-E1	Solar Panel	2	Los Angeles River
SC 103	Marv. shltr	Willowbrook	2	El Segundo Blvd.	Main St.	EB	NS	734-C1	Solar Panel	2	Dominguez Channel
SC 105	Marv. shltr	Willowbrook	2	El Segundo Blvd.	San Pedro St.	EB	NS	734-D1	Solar Panel	2	Dominguez Channel
SC 96	Marv. shltr	Athens	2	El Segundo Blvd.	Normandie Ave.	WB	NS	733-J1	Solar Panel	2	Dominguez Channel
SC 106	Marv. shltr	Florence	2	Firestone Blvd.	Compton Ave.	WB	FS	704-F2	Solar Panel	0	Los Angeles River
SC 107	Marv. shltr	Florence	1	Firestone Blvd.	Fir Ave.	WB	FS	704-H2	Solar Panel	2	Los Angeles River
SC 108	Marv. shltr	Florence	2	Firestone Blvd.	Hooper Ave.	WB	NS	704-F2	Solar Panel	0	Los Angeles River
SC 112	Marv. shltr	Florence	2	Florence Ave.	Compton Ave. #1	WB	NS	674-F7	Solar Panel	0	Los Angeles River
SC 113	Marv. shltr	Florence	2	Florence Ave.	Compton Ave. #2	WB	NS	674-F7	Solar Panel	0	Los Angeles River
SC 114	Marv. shltr	Florence	2	Florence Ave.	Compton Ave. #1	WB	FS	674-F7	Solar Panel	0	Los Angeles River
SC 115	Marv. shltr	Florence	3	Florence Ave.	Compton Ave. #2	WB	FS	674-F7	Solar Panel	0	Los Angeles River
SC TBD	Marv. shltr	Florence	4	Florence Ave.	Compton Ave. #1	EB	NS	674-F7	Solar Panel	0	Los Angeles River
SC TBD	Marv. shltr	Florence	2	Florence Av	Compton Ave. #2	EB	NS	674-F7	Solar Panel	0	Los Angeles River
SC 109	Marv. shltr	Florence	2	Florence Ave.	Bell Ave.	EB	NS	674 G7	Solar Panel	2	Los Angeles River
SC 116	Marv. shltr	Florence	2	Florence Ave.	Graham Ave. #2	WB	NS	674-G7	Solar Panel	2	Los Angeles River
SC 110	Marv. shltr	Florence	2	Florence Ave.	Central Ave. #1	EB	FS	674 E7	Solar Panel	0	Los Angeles River
SC 111	Marv. shltr	Florence	2	Florence Ave.	Central Ave. #2	EB	FS	674 E7	Solar Panel	0	Los Angeles River
SC 116	Marv. shltr	Florence	2	Florence Ave.	Graham Ave. #1	WB	NS	674-G7	Solar Panel	2	Los Angeles River
SC 117	Marv. shltr	Florence	2	Florence Ave.	Graham Ave. #1*	EB	FS	674 G7	Solar Panel	2	Los Angeles River
SC 118	Marv. shltr	Florence	2	Florence Ave.	Graham Ave. #2*	EB	FS	674 G7	Solar Panel	2	Los Angeles River
SC TBD	Marv. shltr	Florence	2	Florence Ave.	Holmes Ave.	EB	NS	674 G7	Solar Panel	0	Los Angeles River
SC 119	Marv. shltr	Florence	2	Florence Ave.	Holmes Ave.	WB	NS	674 G7	Solar Panel	2	Los Angeles River
SC 120	Marv. shltr	Florence	2	Florence Ave.	Hooper Ave. #1	EB	FS	674 F7	Solar Panel	0	Los Angeles River
SC 121	Marv. shltr	Florence	2	Florence Ave.	Hooper Ave. #2	EB	FS	674 F7	Solar Panel	0	Los Angeles River
SC 122	Marv. shltr	Florence	2	Florence Ave.	Hooper Ave. #1	WB	NS	674 F7	Solar Panel	0	Los Angeles River
SC 123	Marv. shltr	Florence	2	Florence Ave.	Hooper Ave. #2	WB	NS	674 F7	Solar Panel	0	Los Angeles River
SC 124	Marv. shltr	Florence	2	Florence Ave.	Miramonte Blvd. #1	EB	NS	674 G7	Solar Panel	0	Los Angeles River
SC 128	Marv. shltr	Florence	1	Florence Ave.	Mountain View Av.	EB	NS	675 A7	Solar Panel	2	Los Angeles River
SC 129	Marv. shltr	Florence	2	Florence Ave.	Santa Fe Ave.	EB	NS	674 H7	Solar Panel	2	Los Angeles River
SC 125	Marv. shltr	Florence	2	Florence Ave.	Miramonte Blvd. #2	EB	NS	674 G7	Solar Panel	0	Los Angeles River
SC 126	Marv. shltr	Florence	2	Florence Ave.	Miramonte Blvd. #1	WB	NS	674 G7	Solar Panel	0	Los Angeles River
SC 127	Marv. shltr	Florence	2	Florence Ave.	Miramonte Blvd. #2	WB	NS	674 G7	Solar Panel	0	Los Angeles River
SC 130	Marv. shltr	La Crescenta	5	Foothill Blvd.	Briggs Ave.	WB	FS	534-H2	Solar Panel	2	Los Angeles River
SC 131	Marv. shltr	La Crescenta	5	Foothill Blvd.	La crescenta	WB	FS	534-G1	Solar Panel	0	Los Angeles River
SC 132	Marv. shltr	La Crescenta	5	Foothill Blvd.	Ramsdell	WB	FS	534-F1	Solar Panel	0	Los Angeles River
SC 133	Marv. shltr	La Crescenta	5	Foothill Blvd.	Raymond Ave.	EB	FS	534-G1	Solar Panel	0	Los Angeles River
SC 134	Marv. shltr	Valinda	1	Francisquito Ave.	California Av.	SB	NS	638-D3	Solar Panel	0	Los Angeles River
SC 135	Marv. shltr	ELA	1	Gage Ave.	Cesar E. Chavez Ave.	NB	NS	635-D5	Solar Panel	2	Los Angeles River
SC 136	Marv. shltr	Hacienda Heights	4	Gale Ave.	Hacienda Blvd	WB	FS	678-C2	Solar Panel	0	San Gabriel River
SC 137	Marv. shltr	ELA	1	Garfield Ave.	Olympic Blvd.	NB	FS	676-A2	Solar Panel	2	Los Angeles River
SC 138	Marv. shltr	Hacienda Heights	4	Hacienda Bl.	Newton St.	NB	NS	678-B4	Solar Panel	0	San Gabriel River
SC 139	Marv. shltr	Hacienda Heights	4	Halliburton Rd.	Hacienda Blvd	EB	FS	678-B4	Solar Panel	0	San Gabriel River
SC 140	Marv. shltr	ELA	1	Hazard Ave.	Dobinson St.	NB	FS	635-E4	Solar Panel	0	Los Angeles River
SC 141	Marv. shltr	ELA	1	Hillview Ave.	Beverly Blvd.	SB	FS	635-H7	Solar Panel	2	Los Angeles River
SC 142	Marv. shltr	Florence	2	Holmes Ave.	68th St.	NB	NS	674 G6	Solar Panel	2	Los Angeles River
SC 143	CC	Florence	2	Holmes Ave.	Randolph St.	NB	NS	674 G6	Solar Pole	0	Los Angeles River
SC 144	Marv. shltr	Arcadia	5	Huntington Dr	Rosemead Blvd	EB	FS	566-H6	Solar Panel	0	Los Angeles River
SC 144	Marv. shltr	Arcadia	5	Huntington Dr	Rosemead Blvd	EB	NS	566-H6	Solar Panel	0	Los Angeles River
SC 145	Marv. shltr	Athens	2	Imperial Hwy	Denker Ave.	EB	FS	703-J6	Solar Panel	0	Dominguez Channel
SC 146	Marv. shltr	Athens	2	Imperial Hwy	Normandie Ave.	EB	FS	703-J6	Solar Panel	0	Dominguez Channel
SC 147	Marv. shltr	Willowbrook	2	Imperial Hwy	Compton Ave.	EB	NS	704-G6	Solar Panel	0	Los Angeles River
SC 148	Marv. shltr	ELA	1	Indiana	Gleason St.	NB	NS	635	Solar Panel	2	Los Angeles River
SC 261	Marv. shltr	West Covina	5	Inwindale	Badillo	NB	FS	598-F5	Solar Panel	0	Los Angeles River
SC 149	Marv. shltr	Lennox	2	La Cienega Blvd.	Imperial Hwy	NB	FS	703-A7	Solar Panel	2	Dominguez Channel
SC 150	Marv. shltr	La Puente	1	La Puente Rd.	Nogales St.	EB	FS	679-C2	Solar Panel	0	San Gabriel River
SC 151	Marv. shltr	Lennox	2	Lennox Blvd.	Hawthorne Blvd.	EB	FS	703-C5	Solar Panel	0	Dominguez Channel
SC 152	Marv. shltr	Arcadia	5	Live Oak	Peck Rd/Myrtle	WB	FS	597-G2	Solar Panel	0	San Gabriel River
SC 153	Marv. shltr	Florence	2	Maie Ave.	Firestone Bl.	SB	FS	704-G2	Solar Panel	0	Los Angeles River
SC 154	Marv. shltr	Willowbrook	2	Main St.	139th St.	NB	FS	734-C3	Solar Panel	2	Dominguez Channel
SC 155	Marv. shltr	El Camino Village	2	Manhattan Beach E	Doty Ave.	WB	NS	733-E6	Solar Panel	2	Dominguez Channel
SC 156	Marv. shltr	El Camino Village	2	Manhattan Beach E	Prairie Ave.	WB	NS	733-E6	Solar Panel	2	Dominguez Channel
SC 157	Marv. shltr	ELA	1	Marengo St.	Evergreen Ave./City Terrace (	EB	MB	635-D3	Solar Panel	0	Los Angeles River
SC 158	Marv. shltr	ELA	1	Mednik Ave.	1st. St.	NB	FS	635-G6	Solar Panel	0	Los Angeles River
SC 159	Marv. shltr	West Covina	1	Nogales St.	La Puente Rd.	SB	FS	679-C2	Solar Panel	0	San Gabriel River
SC 170	Marv. shltr	Willowbrook	2	Normandie Ave.	El Segundo Blvd.	SB	NS	733-J1	Solar Panel	2	Dominguez Channel
SC 160	Marv. shltr	Athens	2	Normandie Ave.	104th St.	NB	NS	703-J5	Solar Panel	0	Los Angeles River
SC 161	Marv. shltr	Athens	2	Normandie Ave.	106th St.	NB	NS	703-J5	Solar Panel	0	Los Angeles River
SC 162	Marv. shltr	Athens	2	Normandie Ave.	108th St.	SB	FS	703-J5	Solar Panel	0	Los Angeles River
SC 163	Marv. shltr	Athens	2	Normandie Ave.	110th St.	SB	NS	703-J6	Solar Panel	0	Dominguez Channel
SC 164	Marv. shltr	Athens	2	Normandie Ave.	110th St.	NB	FS	703-J6	Solar Panel	0	Dominguez Channel
SC 165	Marv. shltr	Athens	2	Normandie Ave.	95th St.	NB	FS	703-J4	Solar Panel	0	Los Angeles River
SC 166	Marv. shltr	Athens	2	Normandie Ave.	95th St.	SB	FS	703-J4	Solar Panel	0	Los Angeles River
SC 167	Marv. shltr	Athens	2	Normandie Ave.	98th St.	SB	NS	703-J4	Solar Panel	0	Los Angeles River
SC 168	Marv. shltr	Athens	2	Normandie Ave.	98th St.	NB	NS	703-J4	Solar Panel	0	Los Angeles River
SC 169	Marv. shltr	Athens	2	Normandie Ave.	Century Blvd.	NB	NS	703-J4	Solar Panel	0	Los Angeles River
SC 181	Marv. shltr	ELA	1	Olympic Blvd.	Wilkins Ave.	WB	NS	675-F1	Solar Panel	0	Los Angeles River
SC 171	Marv. shltr	ELA	1	Olympic Blvd.	Arizona Ave.	WB	NS	675-F1	Solar Panel	2	Los Angeles River

**Nonadvertising Shelters  
Exhibit L.1**

Shelter ID.	Shelter Type	Location	SD	Street	Cross Street	Dir.	Corner	Map ref.	Lighting	PSA Panels	Watershed
SC 172	Marv. shltr	ELA	1	Olympic Blvd.	Atlantic Blvd.	EB	FS	675-G1	Solar Panel	2	Los Angeles River
SC 173	Marv. shltr	ELA	1	Olympic Blvd.	Fetterly Ave.	EB	FS	675-G1	Solar Panel	2	Los Angeles River
SC 174	Marv. shltr	ELA	1	Olympic Blvd.	Fetterly Ave.	WB	NS	675-G1	Solar Panel	2	Los Angeles River
SC 175	Marv. shltr	ELA	1	Olympic Blvd.	Ford Blvd.	EB	NS	675-F1	Solar Panel	0	Los Angeles River
SC 176	Marv. shltr	ELA	1	Olympic Blvd.	Ford Blvd.	WB	NS	675-F1	Solar Panel	0	Los Angeles River
SC 177	Marv. shltr	ELA	1	Olympic Blvd.	Garfield Ave.	WB	FS	676-B2	Solar Panel	2	Los Angeles River
SC 178	Marv. shltr	ELA	1	Olympic Blvd.	Garfield Ave.	EB	NS	676-B2	Solar Panel	2	Los Angeles River
SC 179	Marv. shltr	ELA	1	Olympic Blvd.	McBride Ave.	EB	NS	675-F1	Solar Panel	2	Los Angeles River
SC 180	Marv. shltr	ELA	1	Olympic Blvd.	Northside/Southside	EB	NS	675-J2	Solar Panel	2	Los Angeles River
SC 182	CC	Florence	2	Pacific Blvd.	Grand Ave.	SB	NS	704 J1	Solar Pole	2	Los Angeles River
SC 183	CC	Florence	2	Pacific Blvd.	Live Oak St.	SB	NS	704 J1	Solar Pole	2	Los Angeles River
SC 184	Marv. shltr	S. San Gabriel	1	Paramount Blvd.	Hill / San Gabriel	SB	FS	636-E4	Solar Panel	0	Los Angeles River
SC 185	Marv. shltr	ELA	1	Pomeroy St.	City Terrace Dr.	WB	NS	635-D4	Solar Panel	2	Los Angeles River
SC 186	Marv. shltr	ELA	1	Pomona Blvd.	Atlantic St.	EB	FS	635-H6	Solar Panel	2	Los Angeles River
SC 188	Marv. shltr	ELA	1	Ramona Blvd	Eastern Ave. /Campus Dr.	EB	MB	635-F2	Solar Panel	2	Los Angeles River
SC 189	Marv. shltr	ELA	1	Ramona Blvd	Eastern Ave. /Campus Dr.	WB	MB	635-F2	Solar Panel	2	Los Angeles River
SC 190	Marv. shltr	Willowbrook	2	Rosecrans Ave.	Broadway	WB	FS	734-C3	Solar Panel	0	Dominguez Channel
SC 191	Marv. shltr	Willowbrook	2	Rosecrans Ave.	Broadway	EB	FS	734-C3	Solar Panel	2	Dominguez Channel
SC 192	Marv. shltr	Willowbrook	2	Rosecrans Ave.	Main St.	EB	NS	734-C3	Solar Panel	0	Dominguez Channel
SC 193	Marv. shltr	Willowbrook	2	Rosecrans Ave.	San Pedro St.	WB	FS	734-D4	Solar Panel	2	Dominguez Channel
SC 194	Marv. shltr	S. San Gabriel	1	San Gabriel Blvd.	Eismore Dr.	NB	FS	636-F4	Solar Panel	0	Los Angeles River
SC 195	Marv. shltr	S. San Gabriel	1	San Gabriel Blvd.	Hill/San Gabriel	NB	FS	636-F4	Solar Panel	0	Los Angeles River
SC 196	Marv. shltr	S. San Gabriel	1	San Gabriel Blvd.	Paramount/Hill	SB	FS	636-F4	Solar Panel	0	Los Angeles River
SC 197	Marv. shltr	S. San Gabriel	1	San Gabriel Blvd.	Rush St.	SB	FS	636-F3	Solar Panel	0	Los Angeles River
SC 198	CC	Florence	2	Santa Fe Ave.	Live Oak St.	NB	NS	704 H1	Solar Pole	0	Los Angeles River
SC 199	Marv. shltr	Baldwin Hills	2	Slauson Ave.	Overhill Dr.	WB	FS	673-C3	Solar Panel	0	Ballona Creek
SC 200	Marv. shltr	Baldwin Hills	2	Slauson Ave.	Fairfax Ave.	EB	NS	673-B6	Solar Panel	0	Ballona Creek
SC 201	Marv. shltr	Baldwin Hills	2	Slauson Ave.	La Tijera Blvd.	WB	FS	673-B6	Solar Panel	0	Ballona Creek
SC 202	Marv. shltr	Florence	2	Slauson Ave.	Hooper Ave.	EB	NS	674-F5	Solar Panel	0	Los Angeles River
SC 203	Marv. shltr	Valinda	1	Sunset Ave.	Amar Av.	SB	NS	638-C4	Solar Panel	0	San Gabriel River
SC 204	Marv. shltr	Valinda	1	Sunset Ave.	Fairgrove Av.	SB	FS	638-C3	Solar Panel	0	San Gabriel River
SC 187	Marv. shltr	South San Jose Hills	1	Valley Blvd.	Alderton Ave	WB	FS	678-J2	Solar Panel	0	San Gabriel River
SC 212	Marv. shltr	Harbor City	2	Vermont Ave.	223rd St.	SB	FS	764-B7	Solar Panel	2	Dominguez Channel
SC 213	Marv. shltr	Harbor City	2	Vermont Ave.	228th St.	SB	FS	794-A1	Solar Panel	2	Dominguez Channel
SC 214	Marv. shltr	Harbor City	2	Vermont Ave.	Torrance Blvd.	SB	FS	764-B5	Solar Panel	2	Dominguez Channel
SC 205	Marv. shltr	Athens	2	Vermont Ave.	103rd St	SB	NS	704-A5	Solar Panel	0	Los Angeles River
SC 206	Marv. shltr	Athens	2	Vermont Ave.	109th St	SB	NS	704-A6	Solar Panel	2	Los Angeles River
SC 207	Marv. shltr	Athens	2	Vermont Ave.	110th St	SB	NS	704-A6	Solar Panel	0	Los Angeles River
SC 208	Marv. shltr	Athens	2	Vermont Ave.	119th Pl	SB	NS	704-A7	Solar Panel	0	Dominguez Channel
SC 209	Marv. shltr	Athens	2	Vermont Ave.	93rd St	SB	NS	704-A4	Solar Panel	0	Los Angeles River
SC 210	Marv. shltr	Athens	2	Vermont Ave.	Colden Ave.	SB	NS	704-A4	Solar Panel	0	Los Angeles River
SC 211	Marv. shltr	Athens	2	Vermont Ave.	Imperial Hwy	SB	FS	704-A6	Solar Panel	0	Dominguez Channel
SC 215	Marv. shltr	Bassett	1	Vineland Ave.	Bassett Park	NB	inside	637-J1	Solar Panel	2	Los Angeles River
SC 216	Marv. shltr	Athens	2	Western Ave.	104th St.	NB	NS	703-H5	Solar Panel	0	Dominguez Channel
SC 217	Marv. shltr	Athens	2	Western Ave.	108th St.	NB	NS	703-H5	Solar Panel	0	Dominguez Channel
SC 218	Marv. shltr	Athens	2	Western Ave.	Imperial Hwy	NB	MB	703-H6	Solar Panel	0	Dominguez Channel
SC 219	Marv. shltr	Athens	2	Western Ave.	Imperial Hwy	SB	FS	703-H6	Solar Panel	0	Dominguez Channel
SC 220	Marv. shltr	Athens	2	Western Ave.	LA Southwest College	NB	NS	703-H7	Solar Panel	0	Dominguez Channel
SC 231	Marv. shltr	ELA	1	Whittier Blvd.	Atlantic Blvd.	WB	NS	675-H1	Solar Panel	2	Los Angeles River
SC 232	Kaleidoscope	ELA	1	Whittier Blvd.	Atlantic Blvd.	EB	NS	675-H1	None	0	Los Angeles River
SC 233	Marv. shltr	ELA	1	Whittier Blvd.	Findlay Ave.	WB	NS	676-A1	Solar Panel	0	Los Angeles River
SC 234	Marv. shltr	ELA	1	Whittier Blvd.	Findlay Ave.	WB	FS	676-A1	Solar Panel	2	Los Angeles River
SC 235	Marv. shltr	ELA	1	Whittier Blvd.	Gerhart Ave.	WB	FS	675-J1	Solar Panel	0	Los Angeles River
SC 236	Marv. shltr	ELA	1	Whittier Blvd.	Goodrich Bl.	WB	NS	675-H1	Solar Panel	2	Los Angeles River
SC 237	Marv. shltr	ELA	1	Whittier Blvd.	Herbert Ave.	EB	NS	635-E7	Solar Panel	0	Los Angeles River
SC 238	Marv. shltr	ELA	1	Whittier Blvd.	Keenan Ave.	WB	FS	675-J1	Solar Panel	2	Los Angeles River
SC 239	Marv. shltr	ELA	1	Whittier Blvd.	Leonard Ave.	EB	FS	675-J1	Solar Panel	2	Los Angeles River
SC 240	Marv. shltr	ELA	1	Whittier Blvd.	Oakford Dr.	WB	NS	675-H1	Solar Panel	0	Los Angeles River
SC 241	Marv. shltr	ELA	1	Whittier Blvd.	Saybrook Ave.	EB	NS	676-A1	Solar Panel	2	Los Angeles River
SC 242	Marv. shltr	ELA	1	Whittier Blvd.	Simmons Ave.	EB	FS	676-A1	Solar Panel	2	Los Angeles River
SC 243	Marv. shltr	ELA	1	Whittier Blvd.	Via Del Oro Av.	WB	FS	676-A1	Solar Panel	2	Los Angeles River
SC 222	Kaleidoscope	ELA	1	Whittier Blvd.	Arizona Ave.	EB	FS	675-F1	Solar Panel	0	Los Angeles River
SC 223	Kaleidoscope	ELA	1	Whittier Blvd.	Arizona Ave.	WB	FS	675-F1	Solar Panel	0	Los Angeles River
SC 224	Kaleidoscope	ELA	1	Whittier Blvd.	Ciela Ave	WB	FS	675-G1	None	0	Los Angeles River
SC 225	Kaleidoscope	ELA	1	Whittier Blvd.	Ciela Ave	EB	FS	675-G1	None	0	Los Angeles River
SC 226	Kaleidoscope	ELA	1	Whittier Blvd.	Ferris Ave.	WB	FS	675-G1	None	0	Los Angeles River
SC 227	Kaleidoscope	ELA	1	Whittier Blvd.	Ferris Ave.	EB	FS	675-G1	None	0	Los Angeles River
SC 228	Kaleidoscope	ELA	1	Whittier Blvd.	Ford Blvd.	WB	FS	675-F1	None	0	Los Angeles River
SC 229	Kaleidoscope	ELA	1	Whittier Blvd.	Ford Blvd.	EB	FS	675-F1	None	0	Los Angeles River
SC 230	Kaleidoscope	ELA	1	Whittier Blvd.	McBride Ave.	EB	FS	675-F1	None	0	Los Angeles River
SC 260	Kaleidoscope	ELA	1	Whittier Blvd.	McBride Ave.	WB	FS	675-F1	None	0	Los Angeles River
SC 244	Marv. shltr	Willowbrook	2	Willowbrook Ave.	El Segundo Blvd.	NB	NS	734-H1	Solar Panel	0	Los Angeles River
SC 245	CDC shltr	Willowbrook	2	Wilmington Ave.	119th St.	NB	FS	704-G7	Hard-wire	2	Los Angeles River
SC 246	CDC shltr	Willowbrook	2	Wilmington Ave.	120th St.	NB	FS	704-G7	Hard-wire	2	Los Angeles River
SC 247	CDC shltr	Willowbrook	2	Wilmington Ave.	123th St.	SB	NS	734-G1	None	2	Los Angeles River
SC 248	Conc. Hosp	Willowbrook	2	Wilmington Ave.	King Drew md. Ctr	SB	FS	704-G7	None	0	Los Angeles River
SC 249	Marv. shltr	Bassett	1	Workman Mill Rd.	Bark Dr.	WB	FS	637-G5	Solar Panel	0	San Gabriel River
SC 250	Marv. shltr	Bassett	1	Workman Mill Rd.	Coleford Av.	EB	FS	637-F5	Solar Panel	0	San Gabriel River
SC 251	Marv. shltr	Bassett	1	Workman Mill Rd.	Coleford Av.	WB	FS	637-F5	Solar Panel	0	San Gabriel River
SC 252	Marv. shltr	Bassett	1	Workman Mill Rd.	Don Julian Rd.	EB	NS	637-H5	Solar Panel	0	San Gabriel River
SC 253	Marv. shltr	Bassett	1	Workman Mill Rd.	Fontenoy Av.	EB	FS	637-F5	Solar Panel	0	San Gabriel River
SC 254	Marv. shltr	Bassett	1	Workman Mill Rd.	Lomitas Av.	WB	FS	637-G5	Solar Panel	0	San Gabriel River
SC 255	Marv. shltr	Bassett	1	Workman Mill Rd.	Lomitas Av.	EB	NS	637-G5	Solar Panel	0	San Gabriel River
SC 256	Marv. shltr	Bassett	1	Workman Mill Rd.	Oakman Dr.	WB	FS	637-G5	Solar Panel	0	San Gabriel River
SC 257	Marv. shltr	Bassett	1	Workman Mill Rd.	Valley Blvd.	EB	NS	637-J4	Solar Panel	0	San Gabriel River

SD	Bus shelter with PSA panels	Bus shelter without PSA panels	Total
1	47	62	109

**Nonadvertising Shelters  
Exhibit L.1**

Shelter ID.	Shelter Type	Location	SD	Street	Cross Street	Dir.	Corner	Map ref.	Lighting	PSA Panels	Watershed
			2	60	72	132					
			3	0	1	1					
			4	0	12	12					
			5	1	8	9					
				108	155	263					

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**Nonadvertising Benches  
Exhibit L.2**

Loc. #	Location	SD	Street	Cross Street	Direction	Corner	No. of units	TR	Wire mesh TR	Map ref.
1	ELA	1	1st Street	Ditman Av.	EB	NS	1	1		635-D6
2	ELA	1	1st Street	Ditman Av.	WB	FS	1	1		635-D6
3	ELA	1	1st Street	Gage AVE.	WB	FS	1	1		635-D6
4	ELA	1	1st Street	Herbert Av.	EB	NS	1	1		635-E6
5	ELA	1	1st Street	Indiana St.	WB	NS	1	1		635-D6
6	ELA	1	1st Street	Mednik Av.	EB	FS	1	1		635-G6
7	ELA	1	1st Street	Rowan Av.	WB	FS	1	1		635-D6
8	ELA	1	3rd St.	Arizona	WB	FS	1	1		
9	ELA	1	3rd St.	Eastern Av.	WB	FS	1	1		635
10	ELA	1	3rd St.	Eastern Av.	EB	FS	1	1		635
11	ELA	1	3rd St.	Gage AVE.	WB	FS	2	1		635
12	ELA	1	3rd St.	Rowan Av.	WB	NS	2	1		635-D6
13	ELA	1	3rd St.	Rowan Av.	EB	NS	1	1		635-D6
14	Valinda	1	7th Street	Valley Blvd.	SB	FS	1	1		638-B5
15	Willowbrook	2	120th	MLK Entrance	EB	FS	1	1		704-G7
16	Valinda	1	Amar Rd.	Indian Summer Ave	WB	NS	1	1		638-G5
17	Valinda	1	Amar Rd.	Sunset Ave.	WB	NS	1	1		638-C4
18	Baldwin Hills	2	Angeles Vista Bl.	Harcross Dr.	EB	NS	1	1		673-C5
19	Baldwin Hills	2	Angeles Vista Bl.	Harcross Dr.	WB	NS	1	1		673-C5
20	Baldwin Hills	2	Angeles Vista Bl.	Slauson Ave.	EB	FS	1	1		673-C6
21	Baldwin Hills	2	Angeles Vista Bl.	Valley Ridge Av.	EB	NS	1	1		673-D5
22	Baldwin Hills	2	Angeles Vista Bl.	Verdun Av.	EB	FS	1	1		673-D5
23	Baldwin Hills	2	Angeles Vista Bl.	Verdun Av.	WB	NS	1	1		673-D5
24	Rancho Domingue	2	Atlantic Bl.	COMPTON AVE.	SB	FS	1	1		735-D4
25	ELA	1	Atlantic Bl.	Hubbard	NB	FS	1	1		635-H7
26	ELA	1	Atlantic Blvd.	Pomona Blvd.	NB	FS	1	1		635-H6
27	ELA	1	Beverly Bl.	Atlantic Bl.	WB	NS	2			635-H6
28	Baldwin Hills	2	Centinela	Sherbourne	WB	FS	1			
29	ELA	1	Cesar Chavez Av.	Ditman Av.	WB	NS	1	1		635-D5
30	ELA	1	Cesar Chavez Av.	Rowan Av.	WB	FS	1	1		635-D5
31	ELA	1	Cesar Chavez Av.	Ford	WB	NS	1	1		635-F5
32	ELA	1	Cesar Chavez Av.	Marianna Av.	WB	FS	1	1		
33	ELA	1	City Terrace Dr.	Hazard Ave.	WB	NS	1	1		635-E3
34	ELA	1	City Terrace Dr.	Hazard Ave.	EB	NS	2	1	1	635-E3
35	ELA	1	City Terrace Dr.	Herbert Av.	WB	FS	1	1	1	
36	Rowland Hts	1	Colima Road	Jellick Av.	WB	NS	1	1		679-A5
37	Florence	2	COMPTON AVE.	60th ST.	SB	NW	1	1		674-G6
38	Florence	2	COMPTON AVE.	66TH ST.	NB	SE	1	1		674-F7
39	Florence	2	COMPTON AVE.	70th ST.	NB	SE	1	1		674-F7
40	Rancho Domingue	2	COMPTON AVE.	Atlantic Bl.	EB	NS	1	1		735-D4
41	Florence	2	COMPTON AVE.	Gage AVE.	NB	SE	1		1	674-F6
42	Florence	2	COMPTON AVE.	Nadeau St.	NB	SE	1	1		704-F1
43	ELA	1	Fairmount St.	Hazard Ave.	WB	FS	1	1		635-E4
44	Florence	2	Firestone Blvd.	Fir Ave.	EB	SW	2	1		704-H2
45	Florence	2	Firestone Blvd.	GRAHAM AVE.	WB	NE	1	1		704-G2
46	Florence	2	Firestone Blvd.	GRAHAM AVE.	EB	SW	2	1		704-G2
47	Florence	2	Firestone Blvd.	HOLMES AVE.	WB	NE	1	1		704-G2
48	Florence	2	Firestone Blvd.	HOLMES AVE.	EB	SW	2	1		704-G2
49	ELA	1	Floral Dr.	Marianna Av.	EB	NS	1	1		635-E5
50	ELA	1	Floral Dr.	Marianna Av.	WB	NS	1	1		635-E5
51	Florence	2	Florence Ave.	COMPTON AVE.	EB	NS	2	1		674-F7
52	Florence	1	Florence Ave.	Pacific Blvd.	EB	FS	2	1		674-J7
53	La Crescenta	5	Foothill Blvd.	Glenwood Ave.	EB	NS	1	1		534-F1
54	La Crescenta	5	Foothill Blvd.	La Crescenta Ave.	EB	NS	1	1		534-G1
55	ELA	1	Gage Ave.	Blanchard St.	NB	NS	1	1		635-D4
56	ELA	1	Gage Ave.	Blanchard St.	SB	FS	1	1		635-D4
57	ELA	1	Gage Ave.	Harris	NB	FS	1	1		
58	ELA	1	Gage Ave.	Harris	SB	Opp	1	1		
59	ELA	1	Garfield	Ferguson	NB	FS	1	1		
60	Whittier	4	Gunn Ave.	Adventure Co. Park	WB	AT	1	1		677-D4
61	Whittier	4	Gunn Ave.	Adventure Co. Park	EB	AT	1	1		677-D4
62	Valinda	1	Hacienda Blvd.	Maplegrave St.	NB	FS	1	1		638-D4
63	Baldwin Hills	2	Hawthorne	104th	SB	FS	1	1		
64	ELA	1	Hazard Ave.	Snow Dr.	NB	NS	1	1		635-E4
65	ELA	1	Hazard Ave.	Snow Dr.	SB	FS	1	1		635-E4
66	Florence	2	HOLMES AVE.	62nd ST	SB	NW	1	1		674-G6
67	Florence	2	HOLMES AVE.	66TH ST.	NB	SE	1	1		674-G7
68	Florence	2	HOLMES AVE.	FLORENCE AVE.	SB	NW	1	1		674-G7
69	Florence	2	HOLMES AVE.	FLORENCE AVE.	NB	NE	1	1		674-G7
70	Florence	2	HOLMES AVE.	Gage AVE.	SB	SW	1	1		674-G6



**Nonadvertising Benches  
Exhibit L.2**

Loc. #	Location	SD	Street	Cross Street	Direction	Corner	No. of units	TR	Wire mesh TR	Map ref.
71	Florence	2	HOLMES AVE.	Gage AVE.	NB	SE	1	1		674-G6
72	Florence	2	HOLMES AVE.	RANDOLPH ST.	SB	NW	1	1		674-G6
73	Florence	2	HOLMES AVE.	SLAUSON AVE.	NB	SE	1	1		674-G5
74	ELA	1	Indiana	Gleason (200' S)	NB	NS	1	1		
75	Whittier	4	La Mirada	Mulberry	SB	FS	1	1		
76	Whittier	4	Laurel	Florence Av	NB	NS	1	1		
77	Whittier	4	Laurel	Lakeland	NB	FS	1	1		
78	Whittier	4	Leffingwell	La Mirada	WB	FS	1	1		
79	Florence	2	Maie St.	88th st.	NB	FS	2	0		704-G2
80	Florence	2	Maie St.	Firestone Bl.	NB	NS	2	1		704-G2
81	ELA	1	Marengo	City Terrace	WB	MB	1	1		
82	Altadena	5	Mariposa St.	Saint James Pl.	WB	FS	1	1		535-J5
83	ELA	1	Mednik	Cesar Chavez	NB	FS	1	1		
84	Whittier	4	Mills	Cal High School	NB	MB	2	1		
85	Whittier	4	Mulberry	La Mirada	WB	FS	1	1		
86	Arcadia	5	Myrtle Av.	Wyland Wy.	NB	NS	1	1		597-G1
87	Florence	2	NADEAU ST.	ALAMEDA ST.	EB	SW	1	1		704-H1
88	Florence	2	NADEAU ST.	ALAMEDA ST.	WB	NW	1	1		704-H1
89	Baldwin Hills	2	Overhill Dr.	Northridge Dr.	NB	FS	1	1		673-C5
90	Baldwin Hills	2	Overhill Dr.	Northridge Dr.	SB	FS	1	1		673-C5
91	Baldwin Hills	2	Overhill Dr.	Slauson Ave.	NB	FS	1	1		673-C6
92	Florence	1	PACIFIC BLVD.	BROADWAY	NB	NE	1	1		704-J1
93	Florence	1	PACIFIC BLVD.	BROADWAY	SB	SW	1	2		704-J1
94	Florence	1	PACIFIC BLVD.	GRAND AVE.	SB	NW	1		1	704-J1
95	Florence	1	PACIFIC BLVD.	LIVE OAK ST.	SB	NW	1		2	704-J1
96	Florence	1	PACIFIC BLVD.	LIVE OAK ST.	NB	NE	2	2		704-J1
97	Valinda	1	Puente Ave.	Amar Rd.	SB	FS	1	1		638-A3
98	ELA	1	Rowan Av.	1st St.	NB	FS	2	1		635-D6
99	Pasadena	5	Rosemead Bl.	Huntington Dr	SB	FS	1	1		566-H6
100	S. San Gabriel	1	San Gabriel Blvd.	Sierra Bonita	NB	NS	1	1		636-F4
101	S. San Gabriel	1	San Gabriel Blvd.	Sierra Bonita	SB	FS	1	1		636-F4
102	S. San Gabriel	1	San Gabriel Blvd.	Celito Dr.	SB	FS	1	1		636-F4
103	Florence	1	SANTA FE AVE.	FLORENCE AVE.	NB	SE	2	2		674-H7
104	Florence	1	SANTA FE AVE.	GRAND AVE.	NB	SE	1	1		704-H1
105	Florence	2	SANTA FE AVE.	GRAND AVE.	SB	NW	1	1		704-H1
106	Florence	2	SANTA FE AVE.	WALTER	SB	NW	1	1		704-H1
107	Florence	1	SEVILLE AVE.	BROADWAY	SB	NW	1	1		704-J1
108	Florence	1	SEVILLE AVE.	GRAND AVE.	SB	NW	1	1		704-J1
109	Florence	1	SEVILLE AVE.	GRAND AVE.	NB	SE	1	1		704-J1
110	Florence	1	SEVILLE AVE.	LIVE OAK ST.	NB	SE	1	1		704-J1
111	Florence	1	SEVILLE AVE.	LIVE OAK ST.	SB	NW	1	2		704-J1
112	Baldwin Hills	2	Slauson Ave.	Overhill Dr.	EB	NS	2	1		673-C6
113	Florence	2	SLAUSON AVE.	COMPTON AVE.	NB	SE	1	1		674-F5
114	Florence	2	SLAUSON AVE.	HOLMES AVE.	NB	SE	1	1		674-G5
115	Baldwin Hills	2	Slauson Ave.	Overhill Dr.	WB	FS	1	1		673-C6
116	Florence	2	SLAUSON AVE.	RANDOLPH ST.	SB	SW	2	2		674-G5
117	Baldwin Hills	2	Stocker St.	Don Lorenzo Dr.	EB	NS	1	1		673-C4
118	Baldwin Hills	2	Stocker St.	Don Miguel Dr.	EB	NS	1	1		673-C4
119	Baldwin Hills	2	Stocker St.	Precidio Dr.	EB	FS	1	1		673-E3
120	Baldwin Hills	2	Stocker St.	Valley Ridge Av.	EB	NS	1	1		673-D3
121	Valinda	1	Sunset Av.	Amar Rd.	NB	FS	1	1		638-C4
122	Valinda	1	Sunset Av.	Blackwood St.	SB	NS	1	1		638-C4
123	Whittier	1	Telegraph Ave.	Telegraph Rd	SB	FS	1	1		707-C5
124	Whittier	1	Telegraph Rd	Florence / Mills	EB	FS	1	1		707-C5
125	Whittier	1	Telegraph Rd	Telechron Ave.	EB	NS	1	1		707-C5
126	Whittier	4	Telegraph Rd	Telechron Ave.	WB	FS	1	1		707-C5
127	Marina del rey	4	Via Marina	Bora Bora	SB	NS	1			
128	ELA	1	Whittier Bl.	Amalia	EB	NS	1	1		675-H1
129	ELA	1	Whittier Bl.	Eastern Av.	EB	FS	1	1		635-F7
130	ELA	1	Whittier Bl.	Oakford Dr.	WB	NS	2	2		675-H1
131	Willowbrook	2	Wilmington Ave.	120th	SB	FS	1	1		734-G1
132	Willowbrook	2	Wilmington Ave.	122nd St.	NB	NS	1	1		734-G1
133	Willowbrook	2	Wilmington Ave.	124th St.	SB	FS	1	1		734-G1
134	Willowbrook	2	Wilmington Ave.	El Segundo	NB	FS	1	1		734-G1
135	Willowbrook	2	Wilmington Ave.	Hahn Plaza	NB	NS	1	1		704-G7
136	Bassett	1	Workman Mill Rd.	3rd Ave.	EB	NS	1	1		637-J4
137	Bassett	1	Workman Mill Rd.	Crossroad Pkwy.	EB	FS	1	1		637-E6
138	Bassett	1	Workman Mill Rd.	Crossroad Pkwy.	WB	MB	1	1		637-E6
139	Bassett	1	Workman Mill Rd.	Don Julian Rd.	WB	FS	1	1		637-H5
140	Bassett	1	Workman Mill Rd.	Oakman Dr.	EB	FS	1	1		637-G5

**Nonadvertising Benches  
Exhibit L.2**

Loc. #	Location	SD	Street	Cross Street	Direction	Corner	No. of units	TR	Wire mesh TR	Map ref.
141	Bassett	1	Workman Mill Rd.	Pellissier Pl.	EB	FS	1	1		637-E6
142	Bassett	1	Workman Mill Rd.	Valley Blvd.	WB	FS	1	1		637-J4
143	Bassett	1	Workman Mill Rd.	Whittier Woods	EB	FS	1	1		637-E6
							161	142	6	
Number of Non-Ad. bench locations in SD-1				75						
Number of Non-Ad. bench locations in SD-2				53						
Number of Non-Ad. bench locations in SD-3				0						
Number of Non-Ad. bench locations in SD-4				10						
Number of Non-Ad. bench locations in SD-5				5						
				143						
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**MASTER TRASH RECEPTACLE LIST FOR SHELTERCLEAN INC. (NPDES, FLORENCE BEAUTIFICATION PROJ.,MTA  
GRANT SHELTERS PROJ.)  
EXHIBIT L.3**

Auto #	STREET	CROSS STREET	DIR	Near/Far Side	WATERSHED	SD	MAP REF.	Other non-ad items	COMMUNITY	NPDES
1	108TH ST	GRAMERCY PL	EB	NS	Dominguez Channel	2	703-H5		Westmont	Y
2	108TH ST	GRAMERCY PL	WB	FS	Dominguez Channel	2	703-H5		Westmont	Y
5	135TH ST	MAIN ST.	EB	FS	Dominguez Channel	2	734-C2		Athens Village	Y
8	1st Street	MEYLER St.	WB	FS	Dominguez Channel	4	824-A4		San Pedro	Y
9	1st Street	MEYLER St.	EB	NS	Dominguez Channel	4	824-A4		San Pedro	Y
29	3rd Street	Gage Av.	EB	NS	Los Angeles River	1	635-D6		ELA	N
30	6th Street	Bradshawe	EB	NS	Los Angeles River	1			ELA	N
34	3rd Street	Downey Rd.	EB	FS	Los Angeles River	1	635-F6		ELA	Y
35	7th Ave	60 Fwy	NB	FS	San Gabriel River	4			Hacienda Hts	Y
37	7th Ave	Clark Ave	NB	NS	San Gabriel River	4	637-J7		City of Industry	Y
39	92nd St.	Bandera	WB	FS	Dominguez Channel	2			Walnut Park	Y
42	AGOURA RD	26701 AGOURA RD	WB	MB	Malibu Creek	3	558-G6		Calabasas	Y
44	Alondra Bl.	Haskins Av.	WB	FS	Dominguez Channel	2	734-E6		West Rancho Dominguez	Y
45	Altadena Dr.	Fair Oak	WB	NS	Los Angeles River	5	535-H5		Altadena	N
46	Altadena Dr.	Fair Oak	EB	NS	Los Angeles River	5	535-H5		Altadena	N
47	Altadena Dr.	Fontanet Way	EB	NS	Los Angeles River	5	536-A5		Altadena	N
50	Amar Rd.	Millbury Ave.	WB	NS	San Gabriel River	1	638-A3		West Puente Valley	Y
52	Amar Rd.	Sunkist Ave.	WB	NS	San Gabriel River	1	638-B3		West Puente Valley	Y
54	Amar Rd.	Sunset Ave.	WB	NS	San Gabriel River	1	638-C4		West Puente Valley	Y
62	Arrow Hwy	Barranca Ave.	EB	FS	San Gabriel River	5	599-C2		Azusa	Y
63	Arrow Hwy	Bonnie Cove Ave.	EB	NS	San Gabriel River	5	599-F2		Charter Oak	Y
64	Arrow Hwy	Bonnie Cove Ave.	WB	FS	San Gabriel River	5	599-F2		Charter Oak	Y
65	Arrow Hwy	Clydebank Ave.	WB	NS	San Gabriel River	1	598-H2		Covina	Y
67	Arrow Hwy	Strawberry Ln	WB	FS	San Gabriel River	1	599-H2		Covina	Y
84	Avalon Blvd.	14714 Avalon Blvd.	NB	NS	Dominguez Channel	2	734-D4		Rosewood	Y
85	Avalon Blvd.	14715 AVALON Blvd.	SB	NS	Dominguez Channel	2	734-D4		Rosewood	Y
90	Avalon Blvd.	REDONDO BEACH BL	SB	NS	Dominguez Channel	2	734-D5		Rosewood	Y
93	Avalon Blvd.	SAN PEDRO St.	NB	FS	Dominguez Channel	2	734-D3		Rosewood	Y
94	Avalon Blvd.	SAN PEDRO St.	SB	NS	Dominguez Channel	2	734-D3		Rosewood	Y
96	Badillo St	Lyman Ave	EB	FS	San Gabriel River	5	599-G4		Charter Oak	Y
100	Blanchard St.	Dundas St.	WB	NS	Los Angeles River	1	635-E7		ELA	N
105	CAMERON AVE.	GRAND AVE.	EB	NS	San Gabriel River	5	639-E2		San Dimas	Y
106	CAMERON AVE.	GRAND AVE.	WB	FS	San Gabriel River	5	639-E2		San Dimas	Y
107	CARMENITA RD.	FLORENCE AVE.	NB	NS	San Gabriel River	4	707-C5		South Whittier	Y
108	CARMENITA RD.	LAKELAND RD.	NB	FS	San Gabriel River	4	707-C6		South Whittier	Y
109	CARMENITA RD.	MEYER RD.	NB	FS	San Gabriel River	4	707-C7		South Whittier	Y
110	CARMENITA RD.	MEYER RD.	SB	FS	San Gabriel River	4	707-C7		South Whittier	Y
111	CARMENITA RD.	SUNSHINE AVE.	NB	NS	San Gabriel River	4	707-C7		South Whittier	Y
112	CARMENITA RD.	SUNSHINE AVE.	SB	NS	San Gabriel River	4	707-C7		South Whittier	Y
113	CARMENITA RD.	WALBURG ST.	NB	NS	San Gabriel River	4	707-C3		South Whittier	Y
114	CARSON ST.	NORMANDIE AVE.	EB	FS	Dominguez Channel	2	764-A6		West Carson	Y
115	Centinela Av.	Alvern	WB	FS	Ballona Creek	2	672-J7		Baldwin Hills	N
142	Cesar E. Chavez Ave.	Mariana Ave.	EB	FS	Los Angeles River	1	635-E5		ELA	N
145	Citrus Ave.	Laxford Rd.	NB	FS	San Gabriel River	1	599-B2		Azusa	Y
153	Colima Rd.	Allenton Ave.	WB	FS	San Gabriel River	4	678-C6		Hacienda Hts	Y
154	Colima Rd.	Banida Ave.	WB	AT	San Gabriel River	4	679-C5		Rowland Hts	Y
156	Colima Rd.	Batson Ave.	EB	NS	San Gabriel River	4	679-A5		Rowland Hts	Y
157	Colima Rd.	CAMINO DEL SUR	EB	NS	San Gabriel River	4	678-A6		Hacienda Hts	Y
158	Colima Rd.	Countrywood Ave.	WB	NS	San Gabriel River	4	678-E4		Hacienda Hts	Y
159	Colima Rd.	Dawn Haven-Halliburton	WB	NS	San Gabriel River	4	678-E4		Hacienda Hts	Y
160	Colima Rd.	Dawn Haven-Halliburton	EB	FS	San Gabriel River	4	678-E4		Hacienda Hts	Y
161	Colima Rd.	Desire Ave.	EB	NS	San Gabriel River	4	679-B5		Rowland Hts	Y
162	Colima Rd.	Desire Ave.	WB	NS	San Gabriel River	4	679-B5		Rowland Hts	Y
166	Colima Rd.	Hacienda Blvd.	WB	FS	San Gabriel River	4	678-E4		Hacienda Hts	Y
167	Colima Rd.	Hacienda Blvd.	EB	FS	San Gabriel River	4	678-E4		Hacienda Hts	Y
168	Colima Rd.	Halliburton Rd.	WB	FS	San Gabriel River	4	678-E4		Hacienda Hts	Y
169	Colima Rd.	Jellick Ave.	EB	NS	San Gabriel River	4	679-A5		Rowland Hts	Y
171	Colima Rd.	Larkvane Rd.	EB	NS	San Gabriel River	4	678-J5		Rowland Hts	Y
172	Colima Rd.	Lake Canyon Dr.	EB	FS	San Gabriel River	4	679-E4		Rowland Hts	Y
173	Colima Rd.	Lake Canyon Dr.	WB	NS	San Gabriel River	4	679-E4		Rowland Hts	Y
176	Colima Rd.	Otterbein Ave.	EB	FS	San Gabriel River	4	679-C5		Rowland Hts	Y
177	Colima Rd.	Otterbein Ave.	WB	NS	San Gabriel River	4	679-C5		Rowland Hts	Y
178	Colima Rd.	Punta Del Este Dr.	EB	FS	San Gabriel River	4	678-D5		Hacienda Hts	Y
179	Colima Rd.	Stimson Ave.	WB	NS	San Gabriel River	4	678-C6		Hacienda Hts	Y
180	Colima Rd.	Walnut Hall Rd.	EB	FS	San Gabriel River	4	678-H4		Rowland Hts	Y
181	Colorado Bl.	Rosemead Bl.	EB	FS	Los Angeles River	5	566-H4		East Pasadena	N
198	Compton Blvd	STANFORD Ave.	EB	NS	Dominguez Channel	2	734-E4		West Rancho Dominguez	Y
199	Compton Blvd	STANFORD Ave.	WB	NS	Dominguez Channel	2	734-E4		West Rancho Dominguez	Y
200	Covina Blvd.	Glen Arden Ave.	EB	IN	San Gabriel River	5	599-G3		Charter Oak	Y
201	Covina Blvd.	Sunflower Ave.	WB	FS	San Gabriel River	5	599-G3		Charter Oak	Y
202	Crenshaw Blvd.	132ND ST	SB	FS	Dominguez Channel	2	733-F2		El Camino Villg	Y
203	Crenshaw Blvd.	147TH ST	SB	NS	Dominguez Channel	2	733-F4		El Camino Villg	Y
204	Crenshaw Blvd.	154TH ST	SB	FS	Dominguez Channel	2	733-F5		El Camino Villg	Y
205	Crenshaw Blvd.	MARINE Ave.	SB	FS	Dominguez Channel	2	733-F5		El Camino Villg	Y
208	Eastern Ave.	Hammel St.	SB	FS	Los Angeles River	1			ELA	N
220	El Segundo Blvd.	Ocean Gate Ave.	EB	FS	Dominguez Channel	2	733-B2		Del Aire	Y
223	El Segundo Blvd.	SHOUP Ave.	EB	NS	Dominguez Channel	2	733-B2		Del Aire	Y
224	El Segundo Blvd.	WILTON Pl.	WB	FS	Dominguez Channel	2	733-H1		Athens	Y
225	Fair Oaks Av.	Altadena Dr.	SB	FS	Los Angeles River	5	535-H5		Altadena	N
226	Fair Oaks Av.	Altadena Dr.	NB	FS	Los Angeles River	5	535-H5		Altadena	N
227	Fair Oaks Av.	Loma Alta Dr.	SB	FS	Los Angeles River	5	535-J4		Altadena	N
236	Firestone Blvd.	Fir Ave.	WB	FS	Los Angeles River		704-H2		Florence	N

**MASTER TRASH RECEPTACLE LIST FOR SHELTERCLEAN INC. (NPDES, FLORENCE BEAUTIFICATION PROJ.,MTA  
GRANT SHELTERS PROJ.)  
EXHIBIT L.3**

Auto #	STREET	CROSS STREET	DIR	Near/Far Side	WATERSHED	SD	MAP REF.	Other non-ad items	COMMUNITY	NPDES
242	Florence Av	Beach St.	EB	NS	Los Angeles River	2	674-G7		Florence	N
274	Freeman Ave.	104th St.	NB	NS	Dominguez Channel	2	703-D5		Lennox	Y
276	Francisquito Ave.	Rama Dr.	SB	NS	San Gabriel River	1	638-C2		West Puente Valley	Y
277	Francisquito Ave.	Orange Ave	EB	NS	San Gabriel River	1	638-C2		West Puente Valley	Y
283	Gage Ave.	Hooper Ave	WB	NS	Los Angeles River	2	674-F6		Florence	N
284	Gage Ave.	Hooper Ave	EB	FS	Los Angeles River	2	674-F6		Florence	N
285	Gale Ave.	7th Ave.	EB	FS	San Gabriel River	4	677-J1		Hacienda Hts	Y
286	Gale Ave.	9th Ave.	EB	NS	San Gabriel River	4	678-A1		Hacienda Hts	Y
287	Gale Ave.	9th Ave.	WB	NS	San Gabriel River	4	678-A1		Hacienda Hts	Y
288	Gale Ave.	Angelcrest Dr. / Kwis Ave.	EB	MB	San Gabriel River	4	678-B1		Hacienda Hts	Y
289	Gale Ave.	Farmstead Ave.	EB	NS	San Gabriel River	4	678-C2		Hacienda Hts	Y
290	Gale Ave.	FIELDGATE Ave.	EB	NS	San Gabriel River	4	678-E2		Hacienda Hts	Y
291	Gale Ave.	HACIENDA Blvd.	EB	FS	San Gabriel River	4	678-C2		Hacienda Hts	Y
293	Gale Ave.	HINNEN Ave.	EB	NS	San Gabriel River	4	678-D2		Hacienda Hts	Y
294	Gale Ave.	Latchford Ave.	WB	NS	San Gabriel River	4	677-J1		Hacienda Hts	Y
295	Gale Ave.	MARCHMONT Ave.	EB	NS	San Gabriel River	4	678-C2		Hacienda Hts	Y
296	Gale Ave.	STIMSON Ave.	EB	NS	San Gabriel River	4	678-D2		Hacienda Hts	Y
299	Grand Ave.	Cypress St.	NB	NS	San Gabriel River	5	599-D4		Covina	Y
300	Grand Ave.	Cypress St.	SB	FS	San Gabriel River	5	599-D4		Covina	Y
301	Grand Ave.	Rowland Ave.	SB	NS	San Gabriel River	5	599-D6		Covina	Y
304	HACIENDA Blvd.	GALE AVE.	NB	FS	San Gabriel River	4	678-C2		Hacienda Hts	Y
305	HACIENDA Blvd.	Halliburton Rd.	NB	FS	San Gabriel River	4	678-B4		Hacienda Hts	Y
306	HACIENDA Blvd.	LA SUBIDA Dr.	NB	NS	San Gabriel River	4	678-B5		Hacienda Hts	Y
307	HACIENDA Blvd.	LA SUBIDA Dr.	SB	NS	San Gabriel River	4	678-B5		Hacienda Hts	Y
308	HACIENDA Blvd.	LOS ALTOS Dr.	NB	FS	San Gabriel River	4	678-B5		Hacienda Hts	Y
309	HACIENDA Blvd.	LOS ALTOS Dr.	SB	FS	San Gabriel River	4	678-B5		Hacienda Hts	Y
312	HACIENDA Blvd.	NEWTON ST.	SB	NS	San Gabriel River	4	678-B4		Hacienda Hts	Y
313	HACIENDA Blvd.	TETLEY ST.	SB	FS	San Gabriel River	4	678-B4		Hacienda Hts	Y
314	HACIENDA Blvd.	THREE PALMS St.	SB	FS	San Gabriel River	4	678-C2		Hacienda Hts	Y
315	Halliburton Rd.	Ember Glen Rd	SB	NS	San Gabriel River	4	678-D4		Hacienda Hts	Y
316	Halliburton Rd.	Ember Glen Rd	NB	FS	San Gabriel River	4	678-D4		Hacienda Hts	Y
318	Halliburton Rd.	STIMSON Ave.	EB	NS	San Gabriel River	4	678-C4		Hacienda Hts	Y
319	Halliburton Rd.	STIMSON Ave.	WB	NS	San Gabriel River	4	678-C5		Hacienda Hts	Y
321	Hawthorne Bl.	104th St.	NB	FS	Dominguez Channel	2	703-C5		Lennox	Y
325	Hill Dr.	Potrero Grande Dr.	NB	NS	Los Angeles River	1	636-E4		S. San Gabriel	N
337	Hooper Ave	Gage Ave.	NB	FS	Los Angeles River	2	674-F6		Florence	N
338	Hooper Ave	60th St	NB	NS	Los Angeles River	2	674-F6		Florence	N
339	Hooper Ave	60th St	SB	NS	Los Angeles River	2	674-F6		Florence	N
340	Hooper Ave	Slauson Ave.	NB	NS	Los Angeles River	2	674-F5		Florence	N
341	Hooper Ave	Slauson Ave.	SB	FS	Los Angeles River	2	674-F5		Florence	N
345	IMPERIAL HWY	Burgess	WB	FS	San Gabriel River	4	737-E1		South Whittier	Y
346	IMPERIAL HWY	Tigrina Ave	WB	NS	San Gabriel River	4	738-A1		South Whittier	Y
347	IMPERIAL HWY	WESTERN Ave.	WB	FS	Dominguez Channel	2	703-H6		Athens	Y
348	IMPERIAL HWY	CARMENITA RD	WB	NS	San Gabriel River	1	737-C1		South Whittier	Y
350	IMPERIAL HWY	GROVEDALE	WB	NS	San Gabriel River	4	737-J1		South Whittier	Y
351	IMPERIAL HWY	LEFFINGWELL	WB	NS	San Gabriel River	1	737-B1		South Whittier	Y
353	IMPERIAL HWY	REDFERN AV	WB	NS	Dominguez Channel	2	703-B6		Lennox	Y
354	IMPERIAL HWY	SHOEMAKER Av.	WB	NS	San Gabriel River	1	737-B1		South Whittier	Y
355	IMPERIAL HWY	VALLEY VIEW	WB	FS	San Gabriel River	4	737-E1		South Whittier	Y
358	Inglewood Av.	11TH ST	NB	NS	Dominguez Channel	2	703-B6		Lennox	Y
359	Inglewood Av.	111TH ST	SB	NS	Dominguez Channel	2	703-B6		Lennox	Y
360	Inglewood Av.	132ND ST	NB	NS	Dominguez Channel	2	733-B2		Del Aire	Y
361	Inglewood Av.	132ND ST	SB	FS	Dominguez Channel	2	733-B2		Del Aire	Y
362	Inglewood Av.	LENNOX BL	NB	FS	Dominguez Channel	2	703-B6		Lennox	Y
363	Inglewood Av.	LENNOX BL	SB	NS	Dominguez Channel	2	703-B6		Lennox	Y
364	Irwindale	Badillo	NB	FS	Los Angeles River	5	598-f5		West Covina	N
365	La Cienega Bl.	104TH ST	NB	NS	Dominguez Channel	2	703-A5		Lennox	Y
366	La Cienega Bl.	111TH ST	NB	NS	Dominguez Channel	2	703-A6		Lennox	Y
368	La Cienega Bl.	Slauson	SB	FS	Ballona Creek	2	673-A6		Ladera Hts	N
369	La Mirada Bl.	Hornell St.	NB	FS	San Gabriel River	4	707-G6		South Whittier	Y
370	La Mirada Bl.	Hornell St.	SB	NS	San Gabriel River	4	707-G6		South Whittier	Y
371	La Mirada Bl.	Leffingwell Rd.	NB	FS	San Gabriel River	4	707-G6		South Whittier	Y
374	La Puente Rd.	Sentous St.	EB	NS	San Gabriel River	5	679-C1		West Covina	Y
375	Lake Av.	Mariposa St.	SB	NS	Los Angeles River	5	536-A6		Altadena	N
376	Lake Av.	Mendicino St.	NB	NS	Los Angeles River	5	536-A6		Altadena	N
377	Lake Av.	Mendicino St.	SB	FS	Los Angeles River	5	536-A6		Altadena	N
378	Lake Av.	Morada Pl. x 2	SB	NS	Los Angeles River	5	536-A7		Altadena	N
379	Lake Av.	Morada Pl.	NB	NS	Los Angeles River	5	536-A7		Altadena	N
380	Lake Av.	New York Dr.	SB	NS	Los Angeles River	5	536-A7		Altadena	N
381	Lake Av.	New York Dr.	NB	FS	Los Angeles River	5	536-A7		Altadena	N
382	Lake Av.	Woodbury Rd.	NB	FS	Los Angeles River	5	536-A7		Altadena	N
383	Lark Ellen Av.	Francisquito Av.	NB	NS	San Gabriel River	5	638-H3		Valinda	Y
384	Lark Ellen Av.	Francisquito Av.	SB	NS	San Gabriel River	5	638-H3		Valinda	Y
387	Leffingwell Rd	CARMENITA RD	WB	NS	San Gabriel River	4	707-C7		South Whittier	Y
388	Leffingwell Rd	KIBBEE AV	EB	NS	San Gabriel River	4	707-H6		South Whittier	Y
389	Leffingwell Rd	LELAND AV	EB	NS	San Gabriel River	4	707-C7		South Whittier	Y
390	Leffingwell Rd	LELAND AV	WB	NS	San Gabriel River	4	707-C7		South Whittier	Y
391	Leffingwell Rd	LOMA DR	WB	NS	San Gabriel River	4	707-D7		South Whittier	Y
392	Leffingwell Rd	STAMY RD	WB	NS	San Gabriel River	4	707-G6		South Whittier	Y
393	Leffingwell Rd	TELEGRAPH RD	WB	FS	San Gabriel River	4	707-E7		South Whittier	Y
394	Leffingwell Rd	TOERGE DR	WB	NS	San Gabriel River	4	707-G6		South Whittier	Y
395	LEFFINGWELL	VALLEY VIEW	EB	NS	San Gabriel River	4	707-E7		South Whittier	Y

**MASTER TRASH RECEPTACLE LIST FOR SHELTERCLEAN INC. (NPDES, FLORENCE BEAUTIFICATION PROJ.,MTA  
GRANT SHELTERS PROJ.)  
EXHIBIT L.3**

Auto #	STREET	CROSS STREET	DIR	Near/Far Side	WATERSHED	SD	MAP REF.	Other non-ad items	COMMUNITY	NPDES
396	Leffingwell Rd	Valley View Ave	WB	FS	San Gabriel River	4	707-E7		South Whittier	Y
398	Leffingwell Rd	MEYER RD.	EB	NS	San Gabriel River	4	707-D7		South Whittier	Y
399	Leffingwell Rd	MEYER RD.	WB	NS	San Gabriel River	4	707-D7		South Whittier	Y
400	Leffingwell Rd	Valley View Ave	EB	NS	San Gabriel River	4	707-E7		South Whittier	Y
401	Lennox Bl.	Freeman Av.	EB	NS	Dominguez Channel	2	703-D6		Lennox	Y
402	Lennox Bl.	Freeman Av.	WB	NS	Dominguez Channel	2	703-D6		Lennox	Y
404	Lincoln	Figueroa	SB	NS	Los Angeles River	5	535-G6		Altadena	Y
405	Live Oak Av.	10th Av.	WB	NS	Los Angeles River	5	597-F2		May Flower Village	N
409	Main St.	Lennon	SB	FS	Dominguez Channel	2	734-C4		Rosewood	Y
410	Manhattan Beach Bl.	LEMOLI AV	WB	FS	Dominguez Channel		733-F6		El Camino Villg	Y
415	Marine Av.	CHADRON Av.	WB	FS	Dominguez Channel	2	733-F5		El Camino Villg	Y
416	Marine Av.	CRENSHAW BL	WB	FS	Dominguez Channel	2	733-F5		El Camino Villg	Y
417	Marine Av.	LEMOLI AV	EB	FS	Dominguez Channel	2	733-F4		El Camino Villg	Y
418	Marine Av.	LEMOLI AV	WB	FS	Dominguez Channel	2	733-F4		El Camino Villg	Y
422	Mendicino St.	Lake Av.	EB	FS	Los Angeles River	5	536-A6		Altadena	N
423	Mendicino St.	Lake Av.	WB	FS	Los Angeles River	5	536-A6		Altadena	N
425	Mulberry Dr.	CALMADA Av.	EB	NS	San Gabriel River	4	707-D3		South Whittier	Y
426	Mulberry Dr.	CALMADA Av.	WB	FS	San Gabriel River	4	707-D3		South Whittier	Y
427	Mulberry Dr.	COLIMA Rd.	WB	FS	San Gabriel River	4	707-F5		South Whittier	Y
428	Mulberry Dr.	GREENING Av.	EB	FS	San Gabriel River	4	707-C3		South Whittier	Y
429	Mulberry Dr.	GUNN Av.	WB	NS	San Gabriel River	4	707-D4		South Whittier	Y
431	Mulberry Dr.	RUOFF Av.	EB	NS	San Gabriel River	4	707-E5		South Whittier	Y
432	Mulberry Dr.	RUOFF Av.	WB	FS	San Gabriel River	4	707-E5		South Whittier	Y
436	Nogales St.	Diasetta St.	NB	FS	San Gabriel River	4	679-B4		Rowland Hts	Y
437	Nogales St.	Diasetta St.	SB	NS	San Gabriel River	4	679-B4		Rowland Hts	Y
439	Nogales St.	San Jose Av.	NB	FS	San Gabriel River	4	679-C2		West Covina	Y
440	Nogales St.	Colima/Diasetta St.	NB	MB	San Gabriel River	4	679-B4		Rowland Hts	Y
446	Normandie Ave	120TH ST	SB	NS	Dominguez Channel	2	703-J7		Westmont	Y
451	Normandie Ave	120TH ST	WB	NS	Dominguez Channel	2	703-J7		Westmont	Y
454	Normandie Ave	Oakheath Dr	NB	NS	Dominguez Channel	2	794-A2		Harbor City	Y
455	Norwalk Blvd	Bexley Dr.	SB	NS	San Gabriel River	4	676-J5		West Whittier	Y
456	Norwalk Blvd	Slauson Av.	NB	FS	San Gabriel River	4	706-J1		Los Nietos	Y
457	Norwalk Blvd	Waddell	SB	FS	San Gabriel River	4	706-J1		Los Nietos	Y
458	Norwalk Blvd	Mines Blvd	NB	FS	San Gabriel River	4	676-J6		West Whittier	Y
473	PAC COAST HWY	TOPANGA CYN	EB	NS	Malibu Creek	3	630-D6		Malibu	Y
474	PAC COAST HWY	TOPANGA CYN	WB	FS	Malibu Creek	3	630-D6		Malibu	Y
481	PECK Rd	ROOKS RD	SB	NS	San Gabriel River	1	637-C6		City of Industry	Y
486	Puente Ave.	Barrydale St.	NB	FS	San Gabriel River	1	638-B2		West Puente Valley	Y
487	Puente Ave.	Barrydale St.	SB	NS	San Gabriel River	1	638-B2		West Puente Valley	Y
488	Puente Ave.	Cagliero St.	NB	FS	San Gabriel River	1	638-B2		West Puente Valley	Y
489	Puente Ave.	Cagliero St.	SB	FS	San Gabriel River	1	638-B2		West Puente Valley	Y
490	Puente Ave.	Moccasin St.	SB	NS	San Gabriel River	1	637-J3		Bassett	Y
491	Puente Ave.	Nelson Ave.	SB	NS	San Gabriel River	1	637-J4		Bassett	Y
492	Puente Ave.	Sauder St.	SB	NS	San Gabriel River	1	638-A2		West Puente Valley	Y
495	Rosecrans Ave.	Avalon Blvd.	WB	FS	Dominguez Channel	2	734-D3		Rosewood	Y
500	Rosemead Blvd	Colorado Blvd.	NB	FS	Los Angeles River	5	566-H4		East Pasadena	N
501	Rosemead Blvd	Colorado Blvd.	SB	FS	Los Angeles River	5	566-H4		East Pasadena	N
504	Rowan Ave.	Eagle	SB	NS	Los Angeles River	1			ELA	N
505	Rowland Ave.	De Lay Ave.	EB	FS	San Gabriel River	5	599-D6		Covina	Y
506	SAN BERNARDINO FWY	VIA VERDE OFF RAMP	WB	NS	San Gabriel River	5	599-H7		San Dimas	Y
507	SAN BERNARDINO FWY	VIA VERDE OFF RAMP	EB	FS	San Gabriel River	5	599-H7		San Dimas	Y
508	SAN BERNARDINO RD.	ORANGE AVE.	EB	FS	San Gabriel River	1	598-E5		Covina	Y
516	Santa Fe Ave.	DEL AMO Blvd.	NB	FS	Dominguez Channel	2	765-B4		Rancho Domgz	Y
517	Santa Fe Ave.	DEL AMO Blvd.	SB	NS	Dominguez Channel	2	765-B4		Rancho Domgz	Y
518	Santa Fe Ave.	Florence Av	SB	FS	Los Angeles River	2	674-H7		Florence	N
520	Santa Fe Ave.	Florence Av (can #2)	NB	NS	Los Angeles River	1	674-H7		Florence	N
525	Santa Fe Ave.	Live Oak St.(can #2)	NB	NS	Los Angeles River	1	704-H1		Florence	N
527	Seventh Av.	60 Freeway Exit	NB	FS	San Gabriel River	4	677-J1		Hacienda Hts	Y
528	Seventh Av.	Clark Av.	NB	NS	San Gabriel River	4	637-J7		City of Industry	Y
534	Slauson Av.	ALBURTIS AV	WB	NS	San Gabriel River	4	706-H1		Los Nietos	Y
540	Slauson Av.	MILLERGROVE DR	EB	NS	San Gabriel River	4	706-H1		Los Nietos	Y
541	Slauson Av.	Norwalk Bl.	WB	NS	San Gabriel River	4	706-J1		Los Nietos	Y
555	Telegraph Rd	Ceres Ave	NB	FS	San Gabriel River	4	707-D6		South Whittier	Y
557	Telegraph Rd	GUNN AV	NB	NS	San Gabriel River	4	707C5		South Whittier	Y
560	Telegraph Rd	VALLEY VIEW AV	EB	NS	San Gabriel River	4	707-E5		South Whittier	Y
561	Telegraph Rd	VICTORIA Av.	NB	NS	San Gabriel River	4	707-D6		South Whittier	Y
562	Telegraph Rd	Ceres Ave	EB	FS	San Gabriel River	4	707-D6		South Whittier	Y
565	Towne Av.	Grove St.	SB	NS	San Gabriel River	1	601-B2		Claremont	Y
566	Valinda Av.	Francisquito Av.	NB	NS	San Gabriel River	5	638-G3		Valinda	Y
567	VALLEY BL	9TH AVE	EB	NS	San Gabriel River	1	638-B6		City of Industry	Y
569	VALLEY BL	California Ave.	EB	NS	San Gabriel River	1	638-B6		City of Industry	Y
570	VALLEY BL	COVINA BI.	WB	NS	San Gabriel River	1	637-H3		Bassett	Y
571	VALLEY BL	COVINA BI.	EB	FS	San Gabriel River	1	637-H3		Bassett	Y
572	VALLEY BL	LA SEDA Rd.	WB	FS	San Gabriel River	1	679-A2		City of Industry	Y
573	VALLEY BL	RANCHO LA PUENTE	WB	FS	San Gabriel River	1	678-J2		San Jose Hills	Y
574	VALLEY BL	SAN ANGELO	WB	FS	San Gabriel River	1	637-H3		Bassett	Y
575	VALLEY BL	YORBITA Rd.	WB	NS	San Gabriel River	1	679-A2		City of Industry	Y
576	VALLEY VIEW	IMPERIAL HWY	NB	FS	San Gabriel River	4	737-E1		South Whittier	Y
577	VALLEY VIEW AVE.	SYRACUSE St.	NB	NS	San Gabriel River	4	707-E6		South Whittier	Y
578	VAN NESS	104TH ST	NB	NS	Dominguez Channel	2	703-G5		Westmont	Y
579	VAN NESS	108TH ST	NB	NS	Dominguez Channel	2	703-G5		Westmont	Y
580	VAN NESS	111TH ST	NB	NS	Dominguez Channel	2	703-G6		Westmont	Y

**MASTER TRASH RECEPTACLE LIST FOR SHELTERCLEAN INC. (NPDES, FLORENCE BEAUTIFICATION PROJ.,MTA  
GRANT SHELTERS PROJ.)  
EXHIBIT L.3**

Auto #	STREET	CROSS STREET	DIR	Near/Far Side	WATERSHED	SD	MAP REF.	Other non-ad items	COMMUNITY	NPDES
581	VAN NESS AV.	CULLIVAN St.	NB	NS	Dominguez Channel	2	703-G6		Westmont	Y
582	Ventura Fwy Off Ramp	LIBERTY CYN RD	WB	NS	Malibu Creek	3	558-E7		Agoura	Y
583	VENTURA FWY ON RAMP	LIBERTY CYN RD	EB	FS	Malibu Creek	3	558-E7		Agoura	Y
584	VENTURA FWY ON RAMP	LOST HILLS RD	WB	FS	Malibu Creek	3	558-G6		Calabasas	Y
589	Vermont Ave	190TH ST	NB	NS	Dominguez Channel	4	764-B2		West Carson	Y
590	Vermont Ave	220TH ST	NB	FS	Dominguez Channel	2	764-B7		West Carson	Y
591	Vermont Ave	220TH ST	SB	NS	Dominguez Channel	2	764-B7		West Carson	Y
593	Vermont Ave	223RD ST	NB	NS	Dominguez Channel	2	764-B7		West Carson	Y
595	Vermont Ave	232ND ST	NB	FS	Dominguez Channel	2	794-B1		West Carson	Y
597	Vermont Ave	ASHBRIDGE LN	NB	FS	Dominguez Channel	2	794-B3		West Carson	Y
598	Vermont Ave	CARSON ST	SB	FS	Dominguez Channel	2	764-B6		West Carson	Y
601	Vermont Ave	JAVELIN ST	NB	FS	Dominguez Channel	2	764-B5		West Carson	Y
602	Vermont Ave	JAVELIN ST	SB	FS	Dominguez Channel	2	764-B5		West Carson	Y
603	Vermont Ave	LINDENCLIFF ST	SB	NS	Dominguez Channel	2	794-B2		West Carson	Y
604	Vermont Ave	LOMITA BL	SB	NS	Dominguez Channel	2	794-B4		West Carson	Y
605	Vermont Ave	SEPULVEDA BL	NB	FS	Dominguez Channel	2	794-B2		West Carson	Y
607	Vermont Ave	214th St	NB	NS	Dominguez Channel	2	764-B6		West Carson	Y
609	WASHINGTON BL	Altadena Dr.	WB	FS	Los Angeles River	5	566-E1		Altadena	N
610	WASHINGTON BL	Appledale	WB	NS	San Gabriel River	4	707-A1		West Whittier	Y
611	WASHINGTON BL	BROADWAY AV	WB	FS	San Gabriel River	4	676-J7		West Whittier	Y
612	WASHINGTON BL	CROWNDAL AV	WB	FS	San Gabriel River	4	707-B1		West Whittier	Y
613	WASHINGTON BL	PIONEER BL	EB	NS	San Gabriel River	4	676-H7		West Whittier	Y
614	WASHINGTON BL	PIONEER BL	WB	NS	San Gabriel River	4	676-H7		West Whittier	Y
615	WASHINGTON BL	SORENSEN AV	WB	FS	San Gabriel River	4	707-A1		West Whittier	Y
621	Whittier Bl.	11730 E WHITTIER BL.	EB	NS	San Gabriel River	4	677-B6		West Whittier	Y
622	Whittier Bl.	@5200	WB	FS	Los Angeles River	1			ELA	N
631	Whittier Bl.	Herbert Av.	WB	NS	Los Angeles River	1	635-D4		ELA	N
635	Whittier Bl.	Oakford Dr. #2	WB	NS	Los Angeles River	1	675-H1		ELA	N
637	Whittier Bl.	REDMAN Av.	EB	FS	San Gabriel River	4	676-J5		West Whittier	Y
647	Wilmington Av.	124th St.	NB	FS	Los Angeles River	2	734-G1		Willowbrook	N
649	Wilmington Av.	CASHDAN ST	NB	NS	Dominguez Channel	2	764-H3		Rancho Domingz	Y
650	Wilmington Av.	DEL AMO Blvd.	NB	FS	Dominguez Channel	2	764-H4		Rancho Domingz	Y
651	Wilmington Av.	DIMONDALE DR	NB	FS	Dominguez Channel	2	764-H4		Rancho Domingz	Y
653	Wilmington Av.	GLADWICK St.	NB	FS	Dominguez Channel	2	764-H3		Rancho Domingz	Y
654	Wilmington Av.	GLENN CURTISS St.	NB	NS	Dominguez Channel	2	764-H2		Rancho Domingz	Y
658	Wilmington Av.	UNIVERSITY Dr.	NB	NS	Dominguez Channel	2	764-H2		Rancho Domingz	Y
661	Workman Mill Rd.	CLIOTA St.	EB	NS	San Gabriel River	4	677-B2		Industry	Y
668	Workman Mill Rd.	Don Julian Rd. #2	WB	FS	San Gabriel River	1	637-H5		Bassett	Y
675	Workman Mill Rd.	PIONEER BL	WB	FS	San Gabriel River	4	677-A2		Bassett	Y
676	Workman Mill Rd.	ROSE HILLS RD	WB	FS	San Gabriel River	4	677-B1		Bassett	Y
679	Workman Mill Rd.	Viking (Company name)	NB	MB	San Gabriel River	1	637-D7		Bassett	Y
681	Workman Mill Rd.	Zee Medical Service	NB	MB	San Gabriel River	1	637-D7		Bassett	Y

	Unit	Reimbursable Amt
SD1	218	32%
SD2	258	38%
SD3	6	1%
SD4	139	21%
SD5	57	8%
TOTAL	678	100%

## EXHIBIT - L.4 - SOUTH COUNTY SOLAR LIGHT POLE LOCATIONS - MTA TRANSIT STOPS

Auto No.	STREET1	STREET2	CRNR	POS	Direction	NS/FS	MAP REF.	SD	CITY	OTHER AMENITIES
1	120th St	Wilmington Av	NS	W/O	WB	FS	704-G7	2	Willowbrook	Ad shelter
2	1st St	Sunol Dr	NS	E/O	WB	NS	635-E6	1	East Los Angeles	Ad shelter
3	7th	Walker	NS		WB		824-A5	4	San Pedro	Ad shelter
4	Arizona Av	Whittier Blvd	ES	N/O	NB	FS	675-F1	1	East Los Angeles	Ad shelter
5	Atlantic	4th St	ES	N/O	NB	FS	635-H7	1	East Los Angeles	Ad shelter
6	Atlantic	Pomona	ES	S/O	NB	NS	635-H6	1	East Los Angeles	
7	Atlantic	Pomona	WS	S/O	SB	FS	635-H6	1	East Los Angeles	Ad shelter
8	Av L	42nd St West	SS	W/O	EB	NS	4104-J4	5	Palmdale	
9	Av L	45th St West	SS	W/O	EB	NS	4104-J4	5	Palmdale	
10	Columbia Way	60th St West	NS	E/O	WB	NS	4104-F6	5	Palmdale	
11	Av O	170th St East	NS	W/O	WB	FS	4199	5	Palmdale	
12	Avalon	126th St	ES	OPP	NB		734-D1	2	Willowbrook	Ad shelter (removed)
13	Beverly	Atlantic	NS	E/O	WB	NS	635-H6	1	East Los Angeles	bench
14	Carson	Budlong Av	SS	OPP	EB	FS	764-A6	2	Harbor City	Ad shelter
15	Cesar Chavez	Belvedere Park	SS	E/O	EB	FS	635-G5	1	East Los Angeles	Ad shelter
16	Cesar Chavez	Gage Av	NS	E/O	WB	NS	635-D5	1	East Los Angeles	Ad shelter
17	Cesar Chavez	Indiana St	SS	E/O	EB	FS	635-D5	1	East Los Angeles	Ad shelter
18	Cesar Chavez	Indiana St	NS	E/O	WB	NS	635-D5	1	East Los Angeles	Ad shelter
19	Century	Vermont	SS	W/O	EB	NS	704-A4	2	Athens	Ad shelter
20	Cesar Chavez	Dangler			EB	FS	635-G5	1	East Los Angeles	CDC shelter
21	Cesar Chavez	Dangler			WB	FS	635-G5	1	East Los Angeles	CDC shelter
22	Cesar Chavez	Ford			WB	NS	635-F5	1	East Los Angeles	CDC shelter (removed)
23	Cesar Chavez	Ford			EB	FS	635-F5	1	East Los Angeles	CDC shelter
24	Cesar Chavez	McDonnell			WB	NS	635-F5	1	East Los Angeles	CDC shelter
25	Cesar Chavez	McDonnell			EB	FS	635-F5	1	East Los Angeles	CDC shelter
26	Cesar Chavez	Mednik			EB	NS	635-G5	1	East Los Angeles	CDC shelter
27	City Terrace	Bonnie Beach Pl	SS	W/O	EB	NS	635-E3	1	East Los Angeles	Ad shelter
28	City Terrace	Rogers St	NS	E/O	WB	NS	635-E3	1	East Los Angeles	Ad shelter
29	Compton	68th St	WS	S/O	SB	FS	674-F7	2	Florence	Ad shelter
30	Compton	Nadeau St	WS	N/O	SB	NS	704-F1	2	Florence	Ad shelter
31	Compton	Slauson	ES	S/O	NB	NS	674-F5	2	Florence	Ad shelter
32	Eastern	Ramona Blvd	ES	S/O	NB	NS	635-F2	1	East Los Angeles	Ad shelter
33	Eastern	City Terrace	WS	N/O	SB	NS	635-F3	1	East Los Angeles	Non ad shelter (pilot)
34	El Segundo	San Pedro St	NS	W/O	WB	FS	734-D1	2	Willowbrook	Ad shelter
35	Fair Oaks	Figueroa	ES		NB	FS	535-H4	5	Altadena	Ad shelter
36	Fair Oaks	Figueroa	WS	N/O	SB	NS	535-H4	5	Rosemead	Ad shelter
37	Fair Oaks	Mariposa St	ES	S/O	NB	NS	535-H5	5	Altadena	Ad shelter (removed)
38	Floral	Mednik	SS	E/O	EB	FS	635-G5	1	East Los Angeles	Ad shelter
39	Florence	Bell	SS	W/O	EB	NS	674-G7	2	Florence	Maravilla shelter
40	Florence	Graham	NS	@	WB		674-G7	2	Florence	Maravilla shelter
41	Florence	Holmes	SS	W/O	EB	NS	674-G7	2	Florence	Trash rec.

# EXHIBIT - L.4 - SOUTH COUNTY

## SOLAR LIGHT POLE LOCATIONS - MTA TRANSIT STOPS

Auto No.	STREET1	STREET2	CRNR	POS	Direction	NS/FS	MAP REF.	SD	CITY	OTHER AMENITIES
42	Florence	Mountain View	SS	W/O	EB	NS	675-A7	1	Florence	Maravilla shelter
43	Foothill	Glenwood Av	NS	E/O	WB	NS	534-F1	5	La Crescenta	Ad shelter
44	Francisquito	California	SS	W/O	EB	NS		1	La Puente	Maravilla shelter
45	Garfield Av	Northside Dr	WS	N/O	SB	NS	676-B2	1	East Los Angeles	Ad shelter
46	Hamilton	RTD Park N Ride	WS		SB		764-B5	2	Harbor City	Ad shelter
47	Hammel	Brannick Av	SS	W/O	EB	NS	635-E5	1	East Los Angeles	Ad shelter
48	Hammel	Hazard Av	SS	E/O	EB	FS	635-E5	1	East Los Angeles	Ad shelter
49	Holmes	68th	ES	S/O	NB	NS	635-G7	1	Florence	Maravilla shelter
50	Holmes	Randolph	ES	S/O	NB	NS	635-G6	1	Florence	Maravilla shelter
51	Imperial	Burgess	NS	W/O	WB	FS	737-E1	4	Whittier	Trash rec.
52	Imperial	Springview Dr	NS	W/O	WB	FS	737-F1	4	Whittier	Ad shelter
53	Imperial	Meyer	NS	W/O	WB	FS	737-D1	4	Whittier	Ad shelter
54	La Crescenta	Altura	WS	S/O	SB	FS	534-G2	5	La Crescenta	Ad shelter
55	Lake	Fontanet	WS	S/O	SB	FS	536-A6	5	Altadena	Ad shelter
56	Leffingwell	Arroyo Dr	NS	E/O	WB	NS	707-F6	4	Whittier	Ad shelter
57	Leffingwell	Meyer	SS	W/O	EB	NS	707-D7	4	Santa Fe Spring	Trash rec.
58	Main	135th	WS	N/O	SB	NS	734-C2	2	Willowbrook	
59	Main	135th St	ES	N/O	NB	FS	734-C2	2	Willowbrook	Ad shelter
60	Main	Allenhurst St	ES	S/O	NB	NS	734-C3	2	Carson	Ad shelter
61	Manhattan Beach	Chadron	SS		EB		733-F5	2	Hawthorne	Ad shelter
62	Mednik	3rd St	ES	N/O	NB	FS	635-G6	1	East Los Angeles	Ad shelter
63	Mednik	3rd St.	WS	S/O	SB	FS	635-G6	1	East Los Angeles	Ad shelter
64	Mednik	Floral	WS	N/O	SB	NS	635-G5	1	East Los Angeles	Ad shelter
65	Montrose	Briggs Av	NS	E/O	WB	NS	534-H3	5	La Crescenta	Ad shelter
66	Montrose	Rosemont	NS	E/O	WB	NS	534-G2	5	La Crescenta	Ad shelter
67	Normandie	104th St	WS	N/O	SB	NS	703-J5	2	Athens	Ad shelter
68	Normandie	Oakheath	ES	S/O	NB	NS	794-A2	2	Hawthorne	Trash rec.
69	Normandie	Sepulveda Blvd	WS	N/O	SB	NS	794-A2	2	Harbor City	Ad shelter
70	Olympic	Arizona Av	SS	E/O	EB	FS	675-F1	1	East Los Angeles	Ad shelter (removed)
71	Olympic	Augusta St	NS	E/O	WB	NS	675-E1	1	East Los Angeles	Ad shelter
72	Olympic	Ditman Av	NS	W/O	WB	FS	675-D1	1	East Los Angeles	Ad shelter
73	Olympic	Herbert Av	SS	E/O	EB	FS	675-E1	1	East Los Angeles	Ad shelter
74	Olympic	Marianna Av	SS	W/O	EB	NS	675-E1	1	East Los Angeles	Ad shelter (removed)
75	Olympic	McBride Av	NS	W/O	WB	FS	675-F1	1	East Los Angeles	Ad shelter
76	Olympic	Rowan Av	SS	E/O	EB	FS	675-D1	1	East Los Angeles	Ad shelter
77	Overhill	Northridge	SS	W/O	EB	NS		2		bench
78	Pacific	Grand	WS	N/O	SB	NS	704-J1	1	Florence	Maravilla shelter
79	Pacific	Live Oak	WS	N/O	SB	NS	704-J1	1	Florence	Maravilla shelter
80	Palmdale Blvd	95th St East	SS	E/O	EB	FS	4198-B7	5	Palmdale	
81	Rosecrans	Avalon Blvd	SS	W/O	EB	NS	734-D3	2	Willowbrook	Ad shelter (removed)
82	Rosecrans	Main St	NS	E/O	WB	NS	734-D3	2	Willowbrook	Ad shelter (removed)



# **EXHIBIT - L.4 - SOUTH COUNTY SOLAR LIGHT POLE LOCATIONS - MTA TRANSIT STOPS**

Auto No.	STREET1	STREET2	CRNR	POS	Direction	NS/FS	MAP REF.	SD	CITY	OTHER AMENITIES
83	Rosemead	Arcadia	WS	N/O	SB	NS	566-H7	5	Rosemead	Ad shelter
84	Rosemead	Duarte	ES	S/O	NB	NS	596-H1	5	Rosemead	Ad shelter
85	Rosemead	Fairview Av	ES	S/O	NB	NS	566-H7	5	Arcadia	Ad shelter
86	Rowan	Cesar Chavez Av	ES	N/O	NB	FS	635-D5	1	East Los Angeles	Ad shelter
87	San Gabriel	Elsmore	ES	N/O	NB	FS	636-F4	1	San Gabriel	Maravilla shelter
88	San Gabriel	Grandview	SS	E/O	EB	FS	636-F4	1	San Gabriel	Ad shelter (removed)
89	San Gabriel	Hill	ES	N/O	NB	FS	636-F4	1	San Gabriel	Maravilla shelter
90	San Gabriel	Rush	WS	S/O	SB	FS	636-F3	1	San Gabriel	Maravilla shelter
91	Santa Fe	Live Oak	ES	S/O	NB	NS	704-H1	1	Florence	Maravilla shelter
92	Sepulveda	Del Amo Woods Dr	SS	W/O	EB	NS	794-A2	2	Harbor City	Ad shelter
93	Sepulveda	Vermont	NS	W/O	WB	FS	794-B2	2	Hawthorne	Ad shelter
94	Slauson	Alburtis Av	SS	E/O	EB	FS	706-H1	1	Whittier	Ad shelter
95	Stocker	Angeles Vista	SS	W/O	EB	NS	673-E3	2	Ladera Heights	Ad shelter
96	Stocker	Angeles Vista Blvd	NS	W/O	WB	FS	673-E3	2	Ladera Heights	Ad shelter
97	Stocker	Don Felipe Dr	ES	S/O	NB	NS	673-E3	2	Ladera Heights	Ad shelter
98	Susana	Harcourt St	WS	S/O	SB	FS	765-B1	2	Rancho Domingue	Ad shelter (removed)
99	Susana	Val Verde Ct	WS	S/O	SB	FS	765-B3	2	Rancho Domingue	Ad shelter
100	Telegraph	Valley View	NS	W/O	WB	FS	707-E6	4	Whittier	Ad shelter
101	Vermont	121st St	WS	N/O	SB	NS	704-A7	2	Athens	Ad shelter
102	Vermont	Ashbridge Ln	WS	S/O	SB	FS	794-B3	2	Harbor City	Ad shelter
103	Vermont	Century	WS	N/O	SB	NS	704-A4	2	Athens	Ad shelter
104	Washington	Martelo	SS	W/O	EB	NS	566-D1	5	Altadena	Ad shelter
105	Washington	Palawan Way	ES	S/O	NB	NS	671-J6	4	Marina Del Rey	Ad shelter
106	Washington	Pepper	NS	W/O	WB	FS	566-D1	5	Altadena	Ad shelter
107	Whittier	Herbert	SS	W/O	EB	NS	635-E7	1	East Los Angeles	Maravilla shelter
108	Whittier	Hoeffner	NS	W/O	WB	FS	675-H1	1	East Los Angeles	Ad shelter
109	Wilshire	Sawtelle Blvd-Lt & Rt	NS	W/O	WB	FS	631-J4	3	West Los Angele	Ad shelter
110	Wilshire	Sawtelle Blvd-Lt & Rt	SS	W/O	EB	NS	631-J4	3	West Los Angele	Ad shelter
111	Woodbury	Glenrose	SS	E/O	EB	FS	535-G6	5	Altadena	Ad shelter
112	Yukon	Marine Av	ES	N/O	NB	FS	733-E4	2	Hawthorne	Ad shelter

Total not illum in SD-1:	50
Total not illum in SD-2:	33
Total not illum in SD-3:	2
Total not illum in SD-4:	8
Total not illum in SD-5:	19
Total not illum in all SD:	112

**EXHIBIT - L.5 - SOUTH COUNTY  
SOLAR LIGHT POLES LOCATIONS  
FOOTHILL TRANSIT STOPS**

No.	Street	Cross Street	Direction	Near/ Far Side	Map ref.	Unincorporated Area	Carousel Type	SD
1	Amar	Echelon	WB	FS	638-F5	Valinda	I	1
2	Amar	Greycliff	WB	FS	638-F5	La Puente	I	1
3	Amar	Indian Summer	WB	NS	638-G5	Valinda	I	1
4	Amar	Melham	EB	FS	638-D5	West Covina	I	1
5	Amar	Millbury	EB	NS	638-A3	La Puente	I	1
6	Amar	Millbury	WB	NS	638-A3	La Puente	I	1
7	Amar	Puente	EB	NS	638-A3	Valinda	I	1
8	Amar	Sunset	EB	FS	638-C4	La Puente	I	1
9	Amar	Sunset	WB	NS	638-C4	La Puente	I	1
10	Amar	Conlon Av	WB	FS	638-B4	West Covina	I	1
11	Amar	Willow Av	WB	NS	638-B3	West Covina	I	1
12	Amar	Evanwood	WB	FS	638-C4	W. Covina	I	1
13	Arrow	19720 Arrow	EB	NS	599-E2	Glendora	I	5
14	Arrow	21210 Arrow	EB	NS	599-G2	Glendora	I	5
15	Arrow	Clydebank	EB	NS	598-H2	Glendora	I	5
16	Arrow	Banna	EB	NS	599-F2	Glendora	II	5
17	Arrow	Fairvalley	WB	NS	599-C2	Covina	I	1
18	Arrow	Glendora	EB	NS	599-E2	Glendora	II	5
19	Arrow	Sunflower	EB	NS	599-G2	Glendora	I	5
20	Azusa	Wing Ln	SB	NS	638-H6	West Covina	I	1
22	Citrus	First / Baseline	NB	FS	569-B7	Azusa	I	1
23	Colima	Allenton Av	WB	FS	678-C6	Hacienda Height	I	4
24	Colima	Avalo Dr	WB	NS		Hacienda Height	I	4
25	Colima	Banida Av	EB	FS	679-C5	Rowland Heights	I	4
26	Colima	Country Cyn Rd	WB	FS	678-E5	Hacienda Height	I	4
27	Colima	Dawn Haven Rd	EB	FS	678-E4	Hacienda Height	II	4
28	Colima	Larkvane Rd	EB	NS	678-J5	Rowland Heights	II	4
29	Colima	Nausika Av	EB	FS	679-D5	Rowland Heights	I	4
30	Colima	Nogales St 150Y	WB	FS	679-B5	Rowland Heights	II	4
31	Colima	Park Lawn Rd	EB	FS	678-F4	Hacienda Height	II	4
32	Colima	Park Lawn Rd	WB	FS	678-F4	Hacienda Height	II	4
33	Colima	Paso Real Av	WB	FS	679-B5	Rowland Heights	II	4
34	Colima	Sierra Ridge Way	EB	NS	678-C6	Hacienda Height	I	4
35	Colima	Ybarra	WB	FS	679-D5	Rowland Heights	II	4
36	Colima	Ybarra Dr	EB	FS	679-D5	Rowland Heights	I	4
37	Covina	Glen Arden Av	WB	FS	599-G3	West Covina	I	5
38	Covina	Mangrove	WB	FS	599-E3	West Covina	I	5
39	Covina	Valley Center	EB	NS	599-H3	West Covina	I	5
40	E Base Line	Citrus	WB	NS	569-B7	Covina	I	1
41	Gale	Hacienda	WB	FS	678-C2	Hacienda Height	II	4
42	Gale	Latchford Av	EB	FS	677-J1	Hacienda Height	I	4
43	Hacienda	Francisquito	NB	FS	638-E3	West Covina	II	1
44	Hacienda	Maplegrove	NB	FS	638-D4	Valinda	I	1
45	Irwindale	Badillo	NB	FS	598-F5	West Covina	I	1
46	Irwindale	San Bernardino	NB	NS	598-F5	Glendora	I	1
47	La Puente	Nogales	EB	FS	679-C2	West Covina	I	1
48	Nogales	Daisetta	NB	FS	679-B4	Rowland Heights	II	4
49	Nogales	Daisetta	SB	NS	679-B4	Rowland Heights	II	4
50	Nogales	Daisetta	NB	FS	679-B4	Rowland Heights	II	4
51	Nogales	La Puente	SB	FS	679-C2	West Covina	I	1
52	Puente	Amar	SB	FS	638-A3	Valinda	I	1
53	Puente	Barrydale	NB	FS	638-B2	Valinda	I	1
54	Puente	Barrydale	SB	NS	638-B2	Valinda	I	1

**EXHIBIT - L.5 - SOUTH COUNTY  
SOLAR LIGHT POLES LOCATIONS  
FOOTHILL TRANSIT STOPS**

55	Puente	Cagliero	SB	FS	638-B2	Valinda	I	1
56	Puente	Calmgrove	EB	FS	599-E6	Covina	I	5
57	Puente	De Lay	EB	FS	599-D6	Covina	I	5
58	Puente	Moccasin	SB	NS	637-J4	Valinda	II	1
59	Seventh	Valley	SB	FS	638-B5	Industry	I	1
60	Sunset	Amar	NB	FS	638-C4	La Puente	I	1
61	Sunset	Blackwood	SB	NS	638-C4	Valinda	I	1
62	Sunset	Blackwood St	NB	FS	638-C4	West Covina	I	1
63	Sunset	Fairgrove	SB	FS	638-C3	West Covina	I	1
64	Workman	Bark Dr	SB	FS	637-G5	West Covina	I	1
65	Workman	Coleford Av	NB	FS	637-F5	West Covina	I	1
66	Workman Mill	Crossroads Pkwy	NB	FS	637-E6	Avocado Heights	II	1
67	Workman Mill	Don Julian	SB	FS	637-H5	Avocado Heights	II	1
68	Workman	Don Julian Rd	NB	NS	637-H5	Industry	I	1
69	Workman	Fontenoy Av	NB	FS	637-F5	West Covina	I	1
70	Workman	Lomitas Av	SB	FS	637-G5	West Covina	I	1
71	Workman Mill	Oakman	NB	FS	637-G5	Avocado Heights	II	1
72	Workman Mill	Rio Hondo College	NB	AT		Whittier	I	4
73	Workman Mill	Rio Hondo College	SB	AT		Whittier	I	4
74	Workman	Valley Blvd	SB	FS	637-J4	Industry	I	1

SD-1	41
SD-2	0
SD-3	0
SD-4	21
SD-5	11
Total	73



COUNTY OF LOS ANGELES



DEPARTMENT OF PUBLIC HEALTH

Environmental Health/Environmental Protection Bureau

Solid Waste Management Program

5050 Commerce Drive, Baldwin Park, CA 91706 TEL: (626) 430-5540

**APPLICATION FOR WASTE COLLECTOR PERMIT**

(Part 1 - Business Only )

APPLICATION NO.

DATE

**1. GENERAL BUSINESS INFORMATION**

1. FIRST NAME		
2. FICTITIOUS FIRM NAME OR D.B.A. (IF DIFFERENT FROM NO. 1)		
3. ADDRESS OF FIRM		
4. MAILING ADDRESS OF FIRM (IF DIFFERENT FROM NO. 3)		
5. A) FIRM TELEPHONE NO. (S)	B) EMERGENCY TELEPHONE NO. (S)	
6. OWNER (S) NAME		
7. TYPE OF OWNERSHIP		
8. PERSON (S) RESPONSIBLE FOR OPERATION OF FIRM		
NAME	ADDRESS	TELEPHONE NO.
A)		
B)		
C)		
D)		
9. PERSON (S) TO CONTACT IN AN EMERGENCY		
NAME	TELEPHONE NO.	
A)		
B)		
C)		
D)		
10. DATE STARTED IN THIS BUSINESS	11. THIS IS AN APPLICATION FOR	
	NEW BUSINESS <input type="checkbox"/> RENEWAL <input type="checkbox"/>	
12. "THE ABOVE INFORMATION IS TRUE AND CORRECT TOT THE BEST OF MY KNOWLEDGE AND BELIEF. AS CONDITIONS FOR THE GRANTING OF THIS PERMIT. (1) (WE) AGREE TO SUBMIT ANY ADDITIONAL INFORMATION THAT MAY BE REQUIRED BY THE ENFORCEMENT AGENCY. (1) (WE) AGREE TO CONDUCT ALL PHASES OF THE BUSINESS AND TO MAINTAIN ALL EQUIPMENT USED IN CONJUNCTION WITH THE BUSINESS IN CONFORMANCE WITH ALL APPLICABLE LAWS. REGULATIONS AND ENACTMENTS."		
SIGNATURE OF APPLICANT (S) : _____		

**II. FOR ENFORCEMENT AGENCY USE ONLY:**

1. DATE APPLICATION MADE	RECEIVED
2. DATE APPLICATION ACCEPTED	RECEIVED
3. APPLICATION	
A) APPROVED _____ DATE _____	
B) DENIED _____ DATE _____	
C) REASON FOR DENIAL _____	
4. PERMIT NO.	5. PERMIT RENEWAL DATE

SIGNATURE OF AUTHORIZED REPRESENTATIVE

\_\_\_\_\_



COUNTY OF LOS ANGELES



DEPARTMENT OF PUBLIC HEALTH

Environmental Health/Environmental Protection Bureau

Solid Waste Management Program

5050 Commerce Drive, Baldwin Park, CA 91706 TEL: (626) 430-5540

**APPLICATION FOR WASTE COLLECTOR PERMIT**

(Part 2 - Collection Equipment)

APPLICATION NO.

DATE

**1. GENERAL BUSINESS INFORMATION**

1. FIRST NAME					
2. FICTITIOUS FIRM NAME OR D.B.A. (IF DIFFERENT FROM NO. 1)					
3. ADDRESS OF FIRM					
4. MAILING ADDRESS OF FIRM (IF DIFFERENT FROM NO. 3)					
5. ADDRESS OF COLLECTION EQUIPMENT STORAGE YARD					6. TELEPHONE NUMBER
7. THIS IS AN APPLICATION FOR <input type="checkbox"/> NEW PERMIT <input type="checkbox"/> RENEWAL				8. TOTAL NUMBER OF COLLECTION VEHICLES TO BE PERMITTED	
9. SIGNATURE OF OWNER/OPERATOR					
10. LIST OF VEHICLES TO BE PERMITTED					
<u>MAKE</u>	<u>VEHICLE NUMBER</u>	<u>YEAR</u>	<u>CALIFORNIA LICENSE NUMBER</u>	<u>SERVICE/USE (RESIDENTIAL, COMMERCIAL, INDUSTRIAL, DEMOLITION DEBRIS)</u>	<u>TYPE (FRONT, REAR, SIDE LOADER, ROLL-OFF)</u>
1					
2					
3					
4					
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22					
23					
24					
25					

**II. FOR ENFORCEMENT AGENCY USE ONLY:**

1. DATE APPLICATION RECEIVED	2. DATE APPLICATION ACCEPTED	REJECTED
3. APPLICATION		
A) APPROVED _____		DATE _____
B) DENIED _____		DATE _____
C) REASON FOR DENIAL _____		
4. PERMIT RENEWAL DATE		

SIGNATURE OF AUTHORIZED REPRESENTATIVE



Environmental Health/Environmental Protection Bureau  
Solid Waste Management Program  
5050 Commerce Drive, Baldwin Park, CA 91706 TEL: (626) 430-5540

**RECORD OF OPERATOR QUALIFICATIONS**

THE SOLID WASTE ORDINANCE OF THE COUNTY OF LOS ANGELES REQUIRES THAT BEFORE A WASTE COLLECTOR PERMIT MAY BE ISSUED, PROOF MUST BE SUBMITTED TO THE ENFORCEMENT AGENCY TO ESTABLISH THAT THE WASTE COLLECTOR HAS ADEQUATE FINANCIAL RESOURCES AND EXPERIENCE TO PROPERLY CONDUCT THE OPERATION AUTHORIZED. THE FACTS NEEDED TO ESTABLISH THIS PROOF SHALL INCLUDE BUT NOT BE LIMITED TO THE FOLLOWING:

1. THE FILING OF A \$2,500 PERFORMANCE BOND OR EQUIVALENT SECURITY WITH THE ENFORCEMENT AGENCY TO REMAIN IN EFFECT FOR THE TERM OF THE PERMIT.
2. EVIDENCE SUBMITTED TO THE ENFORCEMENT AGENCY THAT THE WASTE COLLECTOR HAS EXPERIENCE SUFFICIENT TO MEET THE NEEDS OF WASTE COLLECTION ACTIVITIES.

**IN ORDER TO COMPLY WITH THE ABOVE PLEASE PROVIDE THE FOLLOWING INFORMATION:**

1. NAME, ADDRESS AND TELEPHONE NUMBER OF BONDING COMPANY			
2. BOND NO.	EXPIRATION DATE	3. DATE BOND FILED	BOND AMOUNT \$

**NOTE:** A COPY OF THE PERFORMANCE BOND, MADE PAYABLE TO THE COUNTY OF LOS ANGELES, MUST BE FILED WITH THE ENFORCEMENT AGENCY

IN LIEU OF A PERFORMANCE BOND, YOU MAY FILE WITH THE ENFORCEMENT AGENCY A BANK OR SAVINGS AND LOAN CERTIFICATE. THESE MUST BE IN AN AMOUNT NOT LESS THAN \$2,500. PAYABLE TO THE COUNTY OF LOS ANGELES. IF YOU UTILIZE THIS OPTION, PLEASE COMPLETE THE FOLLOWING:

1. NAME OF BANK, SAVINGS AND LOAN, OR CREDIT UNION			
2. BRANCH ADDRESS AND TELEPHONE NUMBER			
3. NAME OF BRANCH MANAGER			
4. CERTIFIED OR CASHIER'S CHECK NO.	AMOUNT \$	5. SAVINGS & LOAN CERTIFICATE NO.	AMOUNT \$
6. SHARE NUMBER			

**ADDITIONAL INFORMATION:**

NAME, ADDRESS AND TELEPHONE NUMBER OF PUBLIC LIABILITY AND PROPERTY DAMAGE INSURANCE CARRIER			
1.	_____ POLICY NUMBER		
NAME, ADDRESS AND TELEPHONE NUMBER OF WORKMAN'S COMPENSATION INSURANCE CARRIER			
2.	_____ POLICY NUMBER		
LIST FIVE (5) CREDIT REFERENCES (BANK, SUPPLIERS, ETC.)			
3.	<u>NAME</u>	<u>ADDRESS</u>	<u>TELEPHONE NUMBER</u>
	A)		
	B)		
	C)		
	D)		
	E)		

**RECORD OF COMPANY EXPERIENCE**

1. HOW LONG HAS THE FIRM BEEN IN THE WASTE COLLECTION BUSINESS: \_\_\_\_\_

2. DOES THE FIRM CURRENTLY HOLD ANY CONTRACTS OR FRANCHISES IN CITIES OR OTHER COUNTIES \_\_\_\_\_

IF YES, LIST EACH ALONG WITH THE NAME ADDRESS AND TELEPHONE NUMBER OF THE PERSON RESPONSIBLE FOR ADMINISTRATION OF THE CONTRACT OR FRANCHISE AND HOW LONG THE FIRM HAS HELD THE CONTRACT OR FRANCHISE.

**WASTE COLLECTOR PERMIT**

ATTENTION: \_\_\_\_\_

SUBJECT:       **APPLICATION FOR WASTE COLLECTOR PERMIT**

Please fill out the enclosed application forms for a Waste collector Permit as required by Sections 20.72.020 and 20.72.040 A and B of the Los Angeles County Code, Title 20, Division 4. This permit, issued by the County of Los Angeles, allows your company to operate in the unincorporated areas of Los Angeles County and in incorporated cities of the County, which have adopted Los Angeles County Code, Title 20, Division 4.

If your truck yard is in the City of Los Angeles, you will be billed only for your vehicles. You will have to contact the City for a Collection Vehicle Yard Permit. The address and phone number is:

City of Los Angeles  
Environmental Affairs Department  
Local Enforcement Agency Program  
200 North Spring Street #2005  
Los Angeles, CA 90012

Phone: (213) 978-0892

Please note that a **BOND FORM** is enclosed for use in obtaining the required \$2500.00 performance bond. A **CERTIFICATE OF DEPOSIT** is acceptable in place of a bond. The bond or C.D. should be made payable to the County of Los Angeles and submitted along with the completed application forms.

When your completed application package has been received and approved, you will be sent a bill for the permit. A completed application would constitute a temporary permit until the payment for the permit has been received.

Please call Hung Vo, EHS III, at (626) 430-5540, if you have any questions.

Enclosures (4)

## WASTE COLLECTOR'S PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS:

That we, \_\_\_\_\_,  
business address \_\_\_\_\_,  
as principal, and \_\_\_\_\_,  
a \_\_\_\_\_ corporation, authorized to transact a surety business, as  
surety, business address \_\_\_\_\_,  
are held and firmly bound unto the County of Los Angeles, State of California, in the  
sum of **TWO THOUSAND FIVE HUNDRED DOLLARS (\$2,500.00)**, for the payment of  
which well and truly to be made we bind ourselves jointly and severally by these  
presents.

The condition of the foregoing obligation is that:

WHEREAS said principal is to be issued a Waste collector Permit by the County  
of Los Angeles for the collection and disposal of solid wastes and is required by said  
County to give this bond in connection with the issuance of said permit.

NOW, THEREFORE, if the said principal shall, while said permit is in full force  
and effect, well and truly do and perform all the covenants and obligations of said permit  
on its part to be done and performed at the times and in the manner specified therein,  
then this obligation shall be null and void, otherwise it shall be and remain in full force  
and effect.

They surety may cancel this bond after thirty days notice by registered mail to the  
County Health Officer of Los Angeles, addressed to 5050 Commerce Drive,  
Baldwin Park, CA 91706, such notice to be signed by a duly authorized representative  
of the surety.

In witness whereof, said principal and said surety have hereunto set their hand s  
and seals this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

By: \_\_\_\_\_  
Principal

By: \_\_\_\_\_  
Attorney – in – Fact

All signatures shall be acknowledged before a Notary Public.