

BY AND BETWEEN

THE COUNTY OF LOS ANGELES, DEPARTMENT OF PUBLIC WORKS

AND
COMPUCOUNT INVENTORY SERVICE
FOR
INVENTORY SERVICES (2013-AN031)

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## AGREEMENT FOR

## INVENTORY SERVICES

THIS AGREEMENT, made and entered into this 20th day of _Marciu_, 2014, by and between the COUNTY OF LOS ANGELES, a subdivision of the State of California, a body corporate and politic (hereinafter referred to as COUNTY) and COMPUCOUNT INVENTORY SERVICE, a general partnership (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 November 18, 2013, hereby agrees to provide services as described in this Contract for Inventory Services (2013-AN031).

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, Location; Exhibit H, Property Custodian by Sub Location for Fixed Asset Equipment; Exhibit I, Property Custodian by Sublocation for S\&S Equipment; Exhibit J, Annual Equipment Inventory Reports and Data File Record Layout; Exhibit K, Stock Inventory Warehouse Locations; Exhibit L, Stock Inventory Items by Warehouse; Exhibit M, Warehouse Inventory Vendor Count ; 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 $\$ 98,000$ per year or such greater amount as the Board may approve (Maximum Contract Sum).

FOURTH: This Contract's initial term shall commence upon execution by both parties. The subsequent option year will start on December 1, 2014 and each year thereafter, if exercised. The COUNTY shall have the sole option to extend this Contract term for up to four additional one-year periods and six month-to-month extensions, for a maximum total Contract term of five years two months and 14 days. Each such option and extension shall be exercised at the sole discretion of the COUNTY. The COUNTY, acting through the Director, may give a written notice of intent to extend this Contract at least ten days prior to the end of each term. At the sole discretion of the COUNTY, in lieu of extending the Contract for the full one year, this Contract may be extended on a month-tomonth basis, upon written notice to the CONTRACTOR at least ten days prior to the end of a term. The Director will provide a written notice of nonrenewal at least ten days before the last day of any term, in which case this Contract shall expire as of midnight on the last day
of that term. Where all option years have been exercised, the Director will not provide a written notice of nonrenewal.

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

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

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

Alhambra, CA 91802-7508
SEVENTH: In no event shall the aggregate total amount of compensation paid to the CONTRACTOR exceed the amount of compensation authorized by the Board. Such aggregate total amount is the Maximum Contract Sum.

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

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

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

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

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

TWELFTH: The CONTRACTOR agrees in strict accordance with the Contract specifications and conditions to meet the COUNTY'S requirements.

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

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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 Director of Public Works, and the CONTRACTOR has subscribed its name by and through its duly authorized officers, as of the day, month, and year first written above.

## COUNTY OF LOS ANGELES



## APPROVED AS TO FORM:

JOHN F. KRATTLI
County Counsel
$\frac{\text { By Coll Suzulai }}{\text { Deputy }}$
COMPUCOUNT INVENTORY SERVICES


# CALIFORNIA ALL-PURPOSE CERTIFICATE OF ACKNOWLEDGMENT 

## State of California

County of

 personally appeared Saviautha Hosuqqiat E'JausesB. Holmquicst $\qquad$ who proved to me on the basis of satisfactory evidence to be the persons) whose name (s) is/are subscribed to the within instrument and acknowledged to me that h/she/they executed the same in his/her/their authorized capacity(ies), and that by hisfleritheir signatures) on the instrument the persons), or the entity upon behalf of which the persons) acted, executed the instrument.

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

WITNESS my hand and official seal.


## ADDITIONAL OPTIONAL INFORMATION

## DESCRIPTION OF THE-AFTACHED DOCUMENT

Contract for Inverter Services (Title or description of attached document)
(Title or description of attached document continued)
Number of Pages $\qquad$ Document Date $\qquad$
(Additional information)

## CAPACITY CLAIMED BY THE SIGNER

$\square$ Individual (s)
$\square$ Corporate Officer

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*. Part
    \square \mp@code { A t t o m e y - i n - F a c t }
    \square \mp@code { T r u s t e e ( s ) }
    \square Other
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## INSTRUCTIONS FOR COMPLETING THIS FORM

Any acknowledgment completed in California must contain verbiage exactly as appears above in the notary section or a separate acknowledgnient form must be properly completed and attached to that document. The only exception is if a document is to be recorded outside of California. In such instances, any alternative acknowledgment verbiage as may be printed on such a document so long as the verbiage does not require the notary to do something that is illegal for a notary in California (ie. certifying the authorized capacity of the signer). Please check the document carefully for proper notarial wording and attach this form if required.

- State and County information must be the State and County where the document signers) personally appeared before the notary public for acknowledgment.
- Date of notarization must be the date that the signers) personally appeared which must also be the same date the acknowledgment is completed.
- The notary public must print his or her name as it appears within his or her commission followed by a comma and then your title (notary public).
- Print the names) of docurnent signers) who personally appear at the time of notarization.
- Indicate the correct singular or plural form by crossing off incorrect forms (ie. he/she/they, is /ae) or circling the correct forms. Failure to correctly indicate this information may lead to rejection of document recording.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, reseal if a sufficient area permits, otherwise complete a different acknowledgment form.
- Signature of the notary public must match the signature on file with the office of the county clerk.
* Additional information is not required but could help to ensure this acknowledgment is not misused or attached to a different document.
$\therefore$ Indicate title or type of attached document, number of pages and date.
$\div$ Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (ie. CEO, CFO, Secretary).
- Securely attach this document to the signed document


## SCOPE OF WORK

## INVENTORY SERVICES (2013-AN031)

## A. Public Works Contract Manager(s)

Public Works Contract Manager(s) for Fixed Asset Inventory and Service and Supplies (S\&S) Equipment Inventory will be Mr. Kevin Liu and Ms. Karen Choi of Fiscal Division, who may be contacted at (626) 458-6553, e-mail address: kliu@dpw.lacounty.gov; and (626) 458-6934, e-mail address: kchoi@dpw.lacounty.gov, Monday through Thursday, 7 a.m. to $5: 30$ p.m.

Public Works Contract Manager for Stock Inventory will be Mr. Minh Lam of Internal Audit Group, who may be contacted at (626) 458-6919, e-mail address: mlam@dpw.lacounty.gov, Monday through Thursday, 7 a.m. to 5:30 p.m.

The Contract Manager(s) are the only persons authorized by Public Works to request work of the Contractor. From time to time, Public Works may change the Contract Manager(s). The Contractor will be notified in writing when there is a change in the Contract Manager(s).

## B. Work Description

The Contractor will perform the following work under this Contract:

1. Fixed Asset Inventory (Task 1) at County work locations identified in Exhibit H, Property Custodian by Sublocation for Fixed Asset Equipment. This work consists of the biennial (every two years) physical verification of all fixed assets that are equal to or more than $\$ 5,000$ as described in Section D.
2. Service and Supplies (S\&S) Equipment Inventory (Task 2) at County work locations identified in Exhibit I, Property Custodian by Sublocation for S\&S Equipment. This work consists of annual physical count of S\&S assets that are less than $\$ 5,000$ as described in Section D.
3. Stock Inventory (Task 3) at County jobsite locations identified in Exhibit K, Stock Inventory Warehouse Locations. This work consists of annual inventory of all stock items, which includes, but is not limited to, automotive parts, tools, maintenance and construction materials, and office supplies, etc., as described in Section D.

## C. Hours and Days of Service

The initial contract term shall commence upon full execution of this contract through November 30, 2014. For future option years, if any, the contract shall start on December 1 through November 30 of each contract period.

Hours and days of service will be mutually arranged between the Contractor and Public Works Contract Manager(s).

Hours of services shall be primarily performed within the 7 a.m. to 5 p.m. time period, Monday through Friday, each week, except County observed holidays, at which time the service shall be done before or after such holiday. Work hours may be altered, when necessary, with the approval of the Contract Manager. Hours of operation for each location may vary.

Holidays Observed by the County of Los Angeles are:
New Year's Day
Martin Luther King, Jr. Day
Presidents' Day
Memorial Day
Independence Day
Labor Day

## D. Task Description

The work to be performed will consist of three Public Works' physical inventories: Task 1 - Fixed Asset Inventory; Task 2 - S\&S Equipment Inventory; and Task 3 Stock Inventory. The S\&S Equipment Inventory and Stock Inventory will be conducted annually, and the Fixed Asset Inventory will be conducted biennially (every two years). A list of work locations for the Fixed Asset Inventory and the S\&S Equipment Inventory is shown in Exhibit G, location.

1. Task 1-Fixed Asset Inventory
a. The Contractor shall inventory all fixed assets at Public Works Headquarters building, field locations, and jobsites specified in Exhibit H, Property Custodian by Sublocation for Fixed Asset Equipment. The Property Custodians listed in each location will be the County on-site contact person and the list of locations to be inventoried is shown in Exhibit H, Property Custodian by Sub Location for Fixed Asset Equipment.
b. Public Works requires that the Fixed Asset Inventory shall start no later than June 1 and be completed no later than June 30, or as specified by the Contract Manager(s). Fixed Asset inventory will be conducted only three times. The first will be for the inventory ending June 30, 2014, the second for the inventory ending June 30, 2016, and the third for the inventory ending June 30, 2018.
c. The Contractor shall conduct the physical inventory primarily by using bar code readers to scan Property Tags currently affixed to the fixed asset equipment item. The Property Tag contains the property tag number and bar code. The Contractor shall provide the computer equipment and software needed to compile and report inventory results, including exception items discussed in detail in items $k$ through $p$.
d. The Contractor's personnel performing the inventory shall:
i. Actually observe the item inventoried.
ii. Verify that the equipment is in good operational condition (not damaged beyond repair).
iii. Verify that the Property Tag is in good condition (is legible and solidly affixed) and that the property tag number agrees with the description as shown on the Public Works' Listing of Fixed Asset Equipment provided by Fiscal Division.
e. The Contractor shall provide only qualified inventory personnel to perform this inventory. Before the Contractor begins work, resumes for each inventory personnel shall be made available to Contract Manager(s) or their designee. Public Works reserves the right to request immediate removal of any Contractor employee who is determined to be unqualified to perform work. An individual so removed shall be immediately replaced by the Contractor, within 24 hours of the request by the Contract Manager(s).
f. The Contractor shall be responsible for reporting on a daily basis to the Contract Manager(s) or representative to convey the progress of the physical inventory, so any delays beyond the scheduled completion date of each location can be determined and corrective steps can be taken at the earliest possible date.
g. The Contractor shall provide all materials and equipment required to perform the Fixed Asset Inventory. This should include, but is not limited to, bar code scanners and all accompanying hardware and software needed to compile the inventory data. All forms, work sheets, etc., become the property of Public Works following the inventory. The total number of fixed asset equipment items is estimated to be 3,750 items. However, since the fixed asset items are not segregated from approximately 14,250 pieces of nonfixed asset items (items costing less than $\$ 5,000$ ), inventorying will include looking at all the fixed asset and nonfixed asset equipment items.
h. The Contractor, in consultation with the County's Property Custodians (listed on Exhibit H, Property Custodian by Sublocation for Fixed Asset Equipment), shall develop a schedule and list all of the locations and current jobsites where equipment may be located and in use during the Contractor's inventory work.
i. The Contractor shall supply, within 10 days of the Board's approval of this Contract, a detailed Schedule of Work Plan for performing the first Fixed Asset Inventory. The subsequent year's Fixed Asset Inventory Schedules of Work Plan shall be submitted to the Contract Manager(s) by April 1. This schedule shall include the inventory beginning and end dates by location and jobsite. The Contractor shall notify all field office personnel (as directed by the individual Property Custodian) by phone and follow up in writing with the dates designated for the physical inventory at each location. The Contractor shall request that all equipment meeting the criteria of fixed asset equipment not in use at jobsites be brought back to the main yard (or sub-yard).
j. There will, on occasion, be fixed asset equipment items that are shown on the Public Works' Listing of Fixed Assets, but that do not have Property Tags (Property Tag is defective or destroyed). In these instances, the property tag number shall be manually recorded, and the item shall be identified on the inventory report under "Missing or Illegible Property Tag."
k. There are approximately 600 pieces of fixed asset equipment items that have missing, illegible, or nonscannable Property Tags. These tags need to be affixed or replaced by the Contractor. The Contract Manager(s) will provide a listing of those items whose tags must be affixed or replaced. Replacing the tags means completely removing the old tag and affixing the correct corresponding new tag to the item.
I. The Contractor shall identify items that are inoperable or in need of major repair. It is not required that the Contractor starts or tests the equipment to see if it is operable. Visually observing the physical extremities of the equipment and noting if it is rusted beyond repair or if the item is crushed or demolished will be satisfactory. If the Contractor determines that the equipment item is damaged beyond repair or inoperable, the Contractor shall identify the item on the inventory report under "Damaged/Inoperable."
m. Public Works will provide a Listing of Fixed Assets and the locations at the start of the task. If the physical location of the fixed asset
equipment item is different from the location on Public Works' Listing of Fixed Assets, the Contractor shall report the item as found, and the inventory location of the item shall be identified on the inventory report under "Inventory Location."

If the equipment item does not match the corresponding property tag Number's description in Public Works' Listing of Fixed Assets, the Contractor shall list the item and enter the new description on a separate inventory exception report for "Inaccurate Description Match." Contractor shall include in the new description any identification characteristics, e.g., serial numbers or make/model of equipment.
n . If a property tag number has been inventoried more than once by the Contractor and the item appears as a duplicate, the Contractor shall check the property description and serial number. If they agree, then the item was simply counted twice and the duplicate record should be removed. If the property tag number does not agree with the description on Public Works' Listing of Fixed Assets, the item must be listed on a separate inventory exception report for "Duplicate Item Numbers" with the new description and inventory location entered under "New Description" and "Inventory Location" as described in Section E.
o. Contractor shall report:
i. Fixed asset equipment items not found on a separate inventory exception report for "Items Not Found" as described in Section E.
ii. When the physical inventory has been initially completed and it is certain that the asset has not been identified in another location, the Contractor shall perform additional follow-up work to account for any missing equipment items. Specifically, the Contractor shall first reinventory the location site where the asset is currently recorded in Public Works' records. If the asset cannot be found at the original location, the Contractor shall work with the Property Custodian to determine which field offices and jobsites to reinventory. Every effort shall be made to locate missing fixed asset equipment.
iii. If these additional steps fail to recover the item, the Contractor shall then have the Property Custodian complete a Department Report of Equipment Loss. The Property Custodian will have the form signed by the
responsible Division Head. The Contractor shall submit the completed form to the Contract Manager with the final inventory report.
iv. It is anticipated that the total lost or missing items will not exceed 0.2 percent based on prior years' inventories. One hundred percent of these items shall have the proper documentation (signed Report of Equipment Loss) as mentioned above.
p. As items are being inventoried, the Contractor shall identify equipment items that are not shown on Public Works' Listing of Fixed Assets but appear to be fixed assets and do not have a Property Tag. If potential fixed asset equipment items are identified and do not contain Property Tag, affix a notice to each item (e.g., a wire or colored tag) stating "Needs Property Tag." These items shall be listed on a separate inventory exception report for "Fixed Asset Equipment Items without Property Tag." Include the item's description, location, serial number, model/make, and any other identifying properties of the item.

## 2. Task two - S\&S Equipment Inventory

a. The Contractor shall inventory all S\&S equipment items at Public Works Headquarters building, field locations, and jobsites specified in Exhibit I, Property Custodian by Sublocation for S\&S Equipment The Property Custodians listed in each location will be the County on-site contact person and the list of locations to be inventoried is shown in Exhibit I, Property Custodian by Sublocation for S\&S Equipment.
b. Public Works requires that for the initial contract term, S\&S Equipment Inventory shall start within ten days from the date of notice from Contract Manager(s) and be completed no later than July 31, 2014, or as specified by the Contract Manager(s). S\&S Equipment Inventory for the subsequent option years, if any, shall start within ten days from the date of notice from contract Manager(s) and be completed no later than March 31 of each year, or as specified by the Contract Manager(s).
c. The Contractor shall provide all materials and equipment required to perform the annual S\&S Equipment Physical Inventory. This should include, but is not limited to, bar code scanners and all accompanying hardware and software needed to compile the inventory data. All forms, work sheets, etc., become the property of
the County following the inventory. The total number of $\mathrm{S} \& \mathrm{~S}$ equipment items is estimated to be 14,250 items.
d. The Contractor shall provide only qualified inventory personnel to perform S\&S Equipment Inventory. Before the Contractor begins work, resumes for each inventory personnel shall be made available to the Contract Manager(s). Public Works reserves the right to request immediate removal of any Contractor employee who is determined to be unqualified to perform work or who creates unnecessary disruption. An individual so removed shall be immediately replaced by the Contractor.
e. The Contractor shall conduct the S\&S Equipment Inventory primarily by using bar code readers to scan Property Tag currently affixed to the S\&S equipment items. The Property Tag has the property tag number and bar code printed on it. The Contractor shall provide the computer equipment and software needed to compile and report inventory results, including exception items discussed in detail in items $k$ through $p$, below.
f. Contractor's personnel performing the S\&S Equipment Inventory shall:
i. Actually observe the item inventoried.
ii. Verify that the equipment is in good operational condition (not damaged beyond repair).
iii. Verify that the Property Tag is in good condition (is legible) and that the property tag number agrees with the description as shown on Public Works' Listing of Service and Supplies Equipment provided by the Contract Manager(s).
iv. Check inside trucks or truck beds for radios or any other equipment items that may be stored there.
g. The Contractor shall report on a daily basis to the Contract Manager(s) to convey the progress of the physical inventory so that any delays beyond the scheduled completion date of each location can be determined and corrective steps can be taken at the earliest possible date.
h. The Contractor shall develop a schedule and list of all the locations and current jobsites where S\&S equipment may be located and in use during the inventory. Public Works Property Custodians (Exhibit I, Property Custodian by Sublocation for S\&S Equipment) will assist the Contractor in locations S\&S equipment.
-A.7-
i. The Contractor shall supply, within ten days of the Board's approval of this Contract, a detailed Schedule of Work plan for performing the first year's S\&S Equipment Inventory. The subsequent year's S\&S Equipment Inventory Schedule of Work shall be submitted to the Contract Manager(s) by December 1. These schedules shall include the beginning and end dates of the inventory count by location and jobsite. The Contractor shall notify all field office personnel identified by the Property Custodians of the dates designated for the physical inventory at each location by phone and shall confirm the notification in writing. The Contractor shall request that all equipment not in use at jobsites be brought back to the main yard or a sub-yard.
j. On occasion, there will be S\&S equipment items that will not have Property Tags (e.g., new equipment items that do not yet have a Property Tag or the Property Tag is defective or destroyed). In these instances, the property tag number shall be manually recorded and the item shall be identified on the inventory report under "Missing or lllegible Property Tags."
k. An estimated 500 pieces of S\&S equipment will have missing, illegible, or nonscannable Property Tags for the first year's physical inventory. These Property Tags need to be affixed or replaced by the Contractor during the first year of this Contract. The Contract Manager(s) will provide a listing of those items which need the Property Tags to be replaced. Replacing the Property Tags means completely removing the old Property Tag and affixing the correct corresponding new Property Tag to the item. During the option year of this Contract, if equipment items with missing Property Tags have been identified prior to the inventory, the Contractor may be asked to attach new Property Tag to said equipment. Public Works anticipates up to 800 such items during this Contract's option year. Property Tags will be provided to the Contractor on an as-needed basis by the Contract Manager(s).
I. The Contractor shall identify items that are inoperable or in need of major repair. It is not required that the Contractor start or test the equipment to see if it is operable. Visually observing the physical extremities of the equipment and noting if it is rusted beyond repair or if the item is crushed or demolished will be satisfactory. If the Contractor determines that the S\&S equipment item is damaged beyond repair or inoperable, Contractor shall identify the item on the inventory report under "Damaged/Inoperable."
m . If the physical location of the S\&S equipment item is different from the location on the Public Works listing of S\&S equipment, Contractor shall report the item as found and the inventory location
of the item shall be identified on the inventory report under "Inventory Location."
n. If the S\&S equipment item does not match the corresponding Property Tag description in the Public Works listing of S\&S equipment, Contractor shall list the item and enter the new description on a separate inventory exception report for "Inaccurate Description Match." The new description shall include any identification characteristics, e.g., serial numbers or make/model of equipment.
o. If a property tag number has been counted more than once by the Contractor, Contractor shall check the S\&S equipment description and serial number. If they agree then the item was simply counted twice and the duplicate record should be removed. If the Property Tags do not agree with the description on the Public Works listing of service and supplies equipment, the item shall be listed on a separate inventory exception report for "Duplicate Item Numbers" with the new description and inventory location entered under "New Description" and "Inventory Location."
p. When the physical inventory has been initially completed and it is certain that the S\&S equipment item has not been identified in another location, the Contractor shall perform additional follow-up work to account for any missing equipment items. Specifically, the Contractor shall first reinventory the location where the S\&S equipment item is currently recorded in the County records. If the S\&S equipment item cannot be found at the original location, the Contractor shall work with the County Property Custodians to determine which field offices and jobsites to reinventory. Every effort shall be made to locate missing S\&S equipment.

If these additional steps fail to recover the item, the Contractor shall then have the Property Custodian complete a Report of Equipment Loss. Public Works Property Custodian will have the form signed by the responsible Division Head. The Contractor shall submit the completed form to the Contract Manager(s) with the final inventory report. It is anticipated that the total lost or missing items will not exceed 0.5 percent based on prior years' inventories. One hundred percent of these items shall have the proper documentation (signed Report of Equipment Loss and Property Transfer Advice) as mentioned above.

## 3. Task 3-Stock Inventory

The total number of stock items to be inventoried is estimated at 14,400. There are approximately 3,700 stock items in Public Works' main -A.9- Inventory Services (2013-AN031)
warehouse and approximately 10,700 stock items in the outlying locations (see Exhibit L, Stock Inventory Items by Warehouse). Please note that an item may consist of a single unit or many units. The same items may be stocked by different warehouses; however, some items may only be stocked by a certain warehouse. An item may also be stored at different locations within the same warehouse.
a. Public Works has a total of 14 warehouses throughout the Los Angeles County. A list of warehouse locations, their hours of operations and respective contact persons are shown in Exhibit K, Stock Inventory Warehouse Locations.
b. Public Works requires that the stock inventory shall begin by April of each year and be completed no later than May 31 of the same year, or as specified by the Contract Manager(s).
c. The Contractor shall assign an on-site supervisor for this Task, who shall report on a daily basis to the Contract Manager(s) to convey the progress of the physical inventory and who will supervise the Contractor's inventory personnel. The Contractor's on-site supervisor's resume shall be made available to the Public Works Contract Manager(s) for review. Public Works reserves the right to request immediate removal of Contractor's on-site supervisor who is determined to be unqualified to perform work and shall be immediately replaced by the Contractor.
d. The Contractor shall take inventory of all stock items, which includes, but is not limited to, automotive parts, tools, maintenance and construction materials, and office supplies, etc., at all warehouse locations.
e. The Contractor shall provide only qualified inventory personnel for performing the stock items inventory. Each inventory personnel shall be familiar with automotive parts, tools, maintenance and construction materials, and office supplies, etc. Public Works reserves the right to request immediate removal of Contractor employees who are determined to be unqualified to perform work and shall be immediately replaced by the Contractor.
f. The Contractor shall provide all materials and equipment to count, weigh, gauge, measure, etc., to ensure that items are inventoried properly.
g. The Contractor's responsibilities include, but are not limited to, the provision of inventory forms and other supplies. All inventory forms shall be developed by the Contractor for continuing use by

Public Works and approved by the Contract Manager(s) in advance. All forms, work sheets, etc., become the property of Public Works following the inventory.
h. The Contractor shall supply the following information to the Contract Manager(s) by February 1st of each year:
i. A detailed work plan for performing the stock inventory including a schedule with start and end dates for each warehouse. The Contractor shall confer with the warehouse manager identified in Exhibit K, Stock Inventory Warehouse Locations, to schedule each warehouse inventory.
ii. A copy of the proposed inventory forms to be used.

The information shall be approved by the Contract Manager(s) before work will be allowed to begin.
i. The stock inventory shall be conducted utilizing a team approach of two Contractor inventory personnel for every stock item inventoried. One personnel counts the quantities and the other personnel verifies for accuracy. All physical counts conducted by the Contractor inventory personnel are recorded on the inventory cards provided by Public Works. Public Works staff will conduct a sample check of all work performed by the inventory teams. The sample counts will be compared to the Contractor counts. If significant miscounts are found, at the Contract Manager(s) discretion, all the stock items at the location shall be recounted by the Contractor until the sample check yields a level of accuracy acceptable to the Contract Manager(s). To obtain satisfactory counts, the teams responsible shall be changed, retrained, or replaced as determined by the Contractor and the Contract Manager(s).
j. As each stock item is counted, Contractor shall mark the shelf, location, etc., with a readily visible marker to provide a quick visible check of the inventory's progress.
k. At the end of the inventory count of all stock items at each warehouse, the Contractor shall submit the results of the inventory in a report format using Microsoft Excel to the Contract Manager(s) as in Exhibit M, Warehouse Inventory Vendor Count. The Contractor's counts will be reconciled to Public Works' inventory records. Stock items with variances between the Contractor's counts and Public Works' inventory records will be physically recounted by Contractor at no additional charge and verified in the
presence of the Contractor, Contract Manager(s), and the Warehouse Worker.
I. Contractor shall retain all inventory data for 30 days following completion of the last warehouse inventory as a backup provision for Public Works. Public Works reserves the right to specify and inspect the content of this documentation should any question arise.

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 damages or loss of any nature resulting from the County's failure to use the Contractor's services including, but not limited to, lost profit.

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

## E. Deliverables

## 1. Task 1 - Fixed Asset Inventory

a. Report Format - At the completion of the inventory count, the Contractor shall provide the data in the report format defined in Exhibit J, Annual Equipment Inventory Reports and Data File Record Layout. The data shall be furnished using Microsoft Excel sent through electronic mail or on a USB portable drive/flash drive.
b. Department Inventory Report - Items Found - Divisional inventories shall be compiled into one comprehensive inventory for all of Public Works. This list shall contain all of the assets on Public Works' Listing of Fixed Assets that were found and include the following exceptions identified:
i. Condition Code 1 - Missing or Illegible Property Tag.
ii. Condition Code 2 - Damaged or Inoperable Items.
iii. Inventory Location (if different from Public Works location).
iv. Responsible Division.
v. Contact person.
vi. Additional location information.
c. Equipment Description of Asset Does Not Match Description on Public Works' List - This is an exception report of items found whose physical description does not match the description on Public Works' Listing of Fixed Assets.
d. Duplicate Item Numbers Inventoried - This is an exception report of duplicate item numbers as described above.
e. Items Not Found - This is an exception report of items not found.
f. Fixed Asset Equipment Items Without Property Tag - This is an exception report of potential fixed asset equipment items that have never been tagged and recorded on Public Works' Listing of Fixed Assets, as indicted in Section D.1.p.

## 2. Task 2-S\&S Equipment Inventory

a. Report Format - At the completion of the inventory count, the Contractor shall provide the data in the report format defined in Exhibit J, Annual Equipment Inventory Reports and Data File Record Layout. The data shall be furnished using Microsoft Excel sent through electronic mail or on a USB portable drive/flash drive.
b. Public Works Inventory Report - Items Found - Divisional inventories shall be compiled into one comprehensive inventory for all of Public Works. This list shall contain all the assets on Public Works' Listing of Service and Supplies Equipment that were found and include the following exceptions identified:
i. Condition Code 1 - Missing or Illegible Property Tag.
ii. Condition Code 2 - Damaged or Inoperable Items.
iii. Inventory Location (if different from the Public Works location).
iv. Responsible Division.
v. Contact person.
vi. Additional location information.
c. Equipment Description of Asset Does Not Match Description on Public Works List - This is an exception report of items found that have a physical description that does not match the description on Public Works' Listing of Service and Supplies.
d. Duplicate Item Numbers Inventoried - This is an exception report of duplicate item numbers as described above.
e. Items Not Found - This is an exception report of items not found.
3. Task 3-Stock Inventory
a. The Contractor shall deliver to the Contract Manager(s) a Microsoft Excel (trademark) compatible spreadsheet file on a portable data storage device (e.g., compact disk, USB flash drive etc.) that contains the results of the inventory count. The data will be reconciled to Public Works' records and used to verify the variances between the Contractor's physical count and Public Works' inventory records. The spreadsheet shall contain Public Works' item number, description, location designation, and the Contractor's physical count of the item. The spreadsheet shall be in the format illustrated in Exhibit M, Warehouse Inventory Vendor Count. The Contractor shall deliver the spreadsheet to the Contract Manager(s) at the end of each day's count at each location.
b. Public Works staff will test inventory-related data input to ensure that the accuracy of the count is within acceptable parameters. An error list will be produced by the Public Works and provided to the Contractor. The Contractor shall be required to resolve the errors on this list within three days of receipt.

## F. Special Safety Requirements

The Contractor is warned that some items are hazardous, i.e., vehicle parts, some types of machinery, etc. Therefore, the Contractor shall supply its Inventory Takers with protective gear necessary to ensure that they are properly safeguarded.

All Contractor's personnel shall be expected to observe all applicable State of California Occupational Safety and Health Administration (Cal/OSHA) and Public Works' safety requirements while at Public Works facilities/jobsites.

## G. Utilities

The County will not provide utilities.

## H. Storage Facilities

The County will not provide storage facilities for the Contractor.

## I. Removal of Debris

All debris derived from these services shall be removed from Public Works property and become the property of the Contractor. The Contractor shall dispose of all debris from these services in a legally established area appropriate for type of debris being disposed. Disposal shall be at the Contractor's expense. The Contractor shall not allow any debris from its operations under this Contract to be deposited in the storm drains and/or gutters in violation of the National Pollutant Discharge Elimination System.

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

## J. Responsibilities of Contractor

1. Contractor shall have a minimum of three years of experience providing inventory services or similar to these services.
2. Contractor's supervising employee shall have a minimum of two years of experience supervising inventory services or similar to these services.
3. Contractor shall not subcontract these services. Please disregard any references to subcontracting.
4. Upon request by the Contract Manager(s), the Contractor shall destroy any and all information obtained and stored at Contractor's facility such as, electronic database, reports, etc., pertaining to Public Works and obtained during the contract work.
5. Contractor shall provide all training to new and current employees.
6. Contractor shall assure its personnel have the flexibility and willingness to travel and work through various locations in Los Angeles County and are ready to work unusual and long hours.
7. Contractor shall have a policy on providing personnel at the request of the Public Works' Contract manager.
8. Contractor shall have a policy to handle emergencies (e.g., work accidents) at Public Works facilities.

## K. Responsibilities of Public Works

1. Public Works will provide the following:
a. Printed computer listing and data file of the current fixed asset and S\&S equipment items. The listing will include property tag number, location, description, and the name of the Property Custodian at each location.
b. Electronic computer listing of the current stock inventory items and a list of warehouse locations. The listing will include the item numbers, approximate number of items, location, description, and a Public Works contact at each location.
c. Access to all facilities where the items to be inventoried are located.
2. The Contract Manager(s) will provide all required information for each task and act as liaison between Public Works and the Contractor.
3. The County will determine the need for, and provide, jobsite inspection.

## L. Additional Work/Locations

1. The Contract Manager may authorize the Contractor to perform additional work including, but not limited to, adding work location area(s) when the need for such work arises out of unforeseen incidents such as vandalism, acts of God, third-party negligence, or any other unanticipated need. If the Contract Manager determines such additional work can be obtained in whole or in part by temporarily modifying the Contractor's tasks and work schedules, he or she may direct such modification.
2. Prior to performing any additional work, the Contractor shall prepare and submit a written description of the work with an estimate of labor and materials. No additional work shall commence without written authorization from the Contract Manager.
3. All additional work provided herein shall commence on the specified date established. The Contractor shall proceed diligently to complete said work within the time allotted.
4. Upon request by the Contract Manager, the Contractor shall provide a written quotation for any additional work/location(s), based on the rates quoted in Form PW-2, Schedule of Prices, using the location(s) that most closely correspond to, or are adjacent to the additional work/location(s). The Contractor shall be paid for additional work/locations at the PW-2. Upon Contract Manager's negotiation and acceptance of the Contractor's written quotation, and subject to approval
of the Director, the additional work/location(s) may be added to the Contract by amendment or change order.

## M. Project Safety Official

The Contractor shall designate in writing a Project Safety Official who shall be thoroughly familiar with the Contractor's Injury and Illness Prevention Program and Code of Safe Practices. The Contractor's Project Safety Official shall be available at all times to abate any potential safety hazards and shall have the authority and responsibility to shut down an operation, if necessary. Failure by the Contractor to provide the required Project Safety Official shall be grounds for the County to direct the cessation of all work activities and operations at no cost to the County until such time as the Contractor is in compliance.

## N. Liquidated Damages

1. In any case of the Contractor's failure to meet certain specified performance requirements, the County may, in lieu of other remedies provided by law or the Contract, assess liquidated damages in specified sums and deduct them from any regularly scheduled payment to the Contractor. However, neither the provision of a sum of liquidated damages for nonperformance or untimely or inadequate performance nor the County's acceptance of liquidated damages shall be construed to waive the County's right to reimbursement for damage to its property or indemnification against third-party claims.
2. The amounts of liquidated damages have been set in recognition of the following circumstances existing at the time of the formation of the Contract:
a. All of the time limits and acts required to be done by both parties are of the essence of the Contract.
b. The parties are both experienced in the performance of the Contract work.
c. The Contract contains a reasonable statement of the work to be performed in order that the expectations of the parties to the Contract are realized. The expectation of the County is that the work will be performed with due care in a workmanlike, competent, timely, and cost-efficient manner while the expectation of the Contractor is a realization of a profit through the ability to perform the Contract work in accordance with the terms and conditions of the Contract at the Proposal price.
d. The parties are not under any compulsion to contract.
e. The Contractor's acceptance of the assessment of liquidated damages against it for unsatisfactory and late performance is by agreement and willingness to be bound as part of the consideration being offered to the County for the award of the Contract.
f. It would be difficult for the County to prove the loss resulting from nonperformance or untimely, negligent, or inadequate performance of the work.
g. The liquidated sums specified represent a fair approximation of the damages incurred by the County resulting from the Contractor's failure to meet the performance standard as to each item for which an amount of liquidated damages is specified.
3. The Contractor shall pay Public Works, or Public Works may withhold and deduct from monies due the Contractor, liquidated damages in the sum of $\$ 500$ for each consecutive calendar day that the Contractor fails to complete work within the time specified unless otherwise provided in this Contract, or approved by Contract Manager.
4. In addition to the above, Public Works may use Exhibit F, Performance Requirements Summary, to evaluate Contractor's performance.

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# SERVICE CONTRACT GENERAL REQUIREMENTS 

## SECTION 1

## INTERPRETATION OF CONTRACT

## A. Ambiguities or Discrepancies

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

## B. Definitions

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

Agreement. The written, signed accord covering the performance of the requested
Board. The Board of Supervisors of County of Los Angeles and Ex-Officio Board of Supervisors of the Los Angeles County Flood Control District.

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

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

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

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

Day. Calendar day(s) unless otherwise specified.
Direct Employee. Worker employed by Contractor under Contractor's state and federal taxpayer identification.

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

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

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

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

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

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

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

Public Works. County of Los Angeles Department of Public Works.
Solicitation. Request for Proposals, Invitation for Bids, Request for Statement of Qualifications, or Request for Quotation.

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

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

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

## C. Headings

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

## SECTION 2

## STANDARD TERMS AND CONDITIONS PERTAINING TO CONTRACT ADMINISTRATION

## A. Amendments

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

## B. Assignment and Delegation

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

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

## C. Authorization Warranty

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

## D. Budget Reduction

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

## E. Complaints

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

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

## F. Compliance with Applicable Laws

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

## G. Compliance with Civil Rights Laws

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

## H. Confidentiality

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

## I. Conflict of Interest

1. No County employee whose position with County enables such employee to influence the award of this Contract or any competing contract, and no spouse or economic dependent of such employee shall be employed in any capacity by Contractor or have any other direct or indirect financial interest in this Contract. No officer or employee of Contractor who may financially benefit from the performance of the work hereunder shall in any way participate in County's approval, or ongoing evaluation, of such work, or in any way attempt to unlawfully influence County's approval or ongoing evaluation of such work.
2. Contractor represents and warrants that it is aware of, and its authorized officers have read, the provisions of Los Angeles County Code, Section 2.180.010, "Certain Contracts Prohibited," and that execution of this Agreement will not violate those provisions. Contractor shall comply with all conflict of interest laws, ordinances, and regulations now in effect or hereafter to be enacted during the term of this Contract. Contractor warrants that it is not now aware of any facts that create a conflict of interest. If Contractor hereafter becomes aware of any facts that might reasonably be expected to create a conflict of interest, it shall immediately make full written disclosure of such facts to County. Full written disclosure shall include,
but is not limited to, identification of all persons implicated and a complete description of all relevant circumstances. Failure to comply with the provisions of this paragraph shall be a material breach of this Contract subjecting Contractor to either contract termination for default or debarment proceedings or both. Contractor must sign and adhere to the "Conflict of Interest Certification" (Form PW-5).
J. Consideration of Hiring County Employees Targeted for Layoffs or Former County Employee on Reemployment List

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

## K. Consideration of Hiring GAIN and GROW Participants

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

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

## M. Contractor's Charitable Activities Compliance

The Supervision of Trustees and Fundraisers for Charitable Purposes Act regulates entities receiving or raising charitable contributions.

The "Nonprofit Integrity Act of 2004" (SB 1262, Chapter 919) increased Charitable Purposes Act requirements. By requiring Contractors to complete the Charitable Contributions Certification (Form PW-12), County seeks to ensure that all County Contractors which receive or raise charitable contributions comply with California law in order to protect County and its taxpayers. A Contractor which receives or raises charitable contributions without complying with its obligations under California law commits a material breach subjecting it to either contract termination for default or debarment proceedings or both. (Los Angeles County Code Chapter 2.202)

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

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

## O. Contractor Performance Evaluation/corrective Action Measures

County or its agent will evaluate Contractor's performance under this Contract on not less than an annual basis. Such evaluation will include assessing Contractor's compliance with all this Contract's terms 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 or employees or agents of Contractor.
2. Such repairs shall be made immediately after Contractor has become aware of such damage, but in no event later than 30 days after the occurrence. If Contractor fails to make timely repairs, County may make any necessary repairs. All costs incurred by County, as determined by County, for such repairs shall be repaid by Contractor by cash payment upon demand. County may deduct from any payment otherwise due Contractor for costs incurred by County to make such repairs.

## Q. Employment Eligibility Verification

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

## R. Facsimile Representations

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

## S. Fair Labor Standards

Contractor shall comply with all applicable provisions of the Federal Fair Labor Standards Act and shall indemnify, defend, and hold harmless the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers from any and all liability, including, but not limited to, wages, overtime pay, liquidated damages, penalties, court costs, and attorneys' fees arising under any wage and hour law, including, but not limited to, the Federal Fair Labor Standards Act, for work performed by Contractor's employees for which County may be found jointly or solely liable.

## T. Force Majeure

1. Neither party shall be liable for such party's failure to perform its obligations under and in accordance with this Contract, if such failure arises out of fires, floods, epidemics, quarantine restrictions, other natural occurrences, strikes, lockouts (other than a lockout by such party or any of such party's subcontractors), freight embargoes, or other similar events to those described above, but in every such case the failure to perform must be totally beyond the control and without any fault or negligence of such party (such events are referred to in this sub-paragraph 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 sub-paragraph, the term "subcontractor" and "subcontractors" mean subcontractors at any tier.
3. In the event Contractor's failure to perform arises out of a force majeure event, Contractor agrees to use commercially reasonable best efforts to obtain goods or services from other sources, if applicable, and to otherwise mitigate the damages and reduce the delay caused by such force majeure event.

## U. Governing Laws, Jurisdiction, and Venue

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

## V. Most Favored Public Entity

If the Contractor's prices decline, or should the Contractor at any time during the term of this Contract provide the same goods or services under similar quantity and delivery conditions to the State of California or any county, municipality, or district of the State at prices below those set forth in this Contract, then such lower prices shall be immediately extended to the County.

## W. Nondiscrimination and Affirmative Action

1. Contractor certifies and agrees that all persons employed by it, its affiliates, subsidiaries, or holding companies are and shall be treated equally without regard to or because of race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, in compliance with all applicable Federal and State antidiscrimination laws and regulations.
2. Contractor shall certify to, and comply with, the provisions of Contractor's EEO Certification (Form PW-7).
3. Contractor shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, in compliance with all applicable Federal and State antidiscrimination laws and regulations. Such action shall include, but not be limited to, employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection of training, including apprenticeship.
4. Contractor certifies and agrees that it will deal with its Subcontractors, bidders, or vendors without regard to or because of race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation.
5. Contractor certifies and agrees that it, its affiliates, subsidiaries, or holding companies shall comply with all applicable Federal and State laws and
regulations to the end that no person shall, on the grounds of race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Contract or under any project, program, or activity supported by this Contract.
6. Contractor shall allow County representatives access to Contractor's employment records during regular business hours to verify compliance with the provisions of this paragraph when so requested by County.
7. If County finds that any of the above provisions have been violated, such violation shall constitute a material breach of this Contract upon which County may terminate for default or suspend this Contract. While County reserves the right to determine independently that the antidiscrimination provisions of this Contract have been violated, in addition, a determination by the California Fair Employment Practices Commission or the Federal Equal Employment Opportunity Commission that Contractor has violated Federal or State antidiscrimination laws or regulations shall constitute a finding by County that Contractor has violated the antidiscrimination provisions of this Contract.
8. The parties agree that in the event Contractor violates any of the antidiscrimination provisions of this Contract, County shall, at its sole option, be entitled to a sum of $\$ 500$ for each violation pursuant to California Civil Code Section 1671 as liquidated damages in lieu of terminating or suspending this Contract.

## X. Nonexclusivity

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

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

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

Contractor. This provision shall survive the expiration/suspension/termination of this Contract.

## Z. Notice of Delays

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

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

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

## CC. Notices

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

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

Alhambra, CA 91802-1460
In the event of suspension or termination of this Contract, notices may also be given upon personal delivery to any person whose actual knowledge of such suspension or termination would be sufficient notice to Contractor.

Actual knowledge of such suspension or termination by an individual Contractor or by a copartner, if Contractor is a partnership; or by the president, vice president, secretary, or general manager, if Contractor is a corporation; or by the managing agent regularly in charge of the work on behalf of said Contractor shall in any case be sufficient notice.

## DD. Publicity

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

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

## EE. Public Records Act

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

## FF. Record Retention and Inspection/Audit Settlement

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

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

## GG. Recycled-Content Paper Products

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

## HH. Contractor's Employee Criminal Background Investigation

The Contractor shall be responsible for ongoing implementation and monitoring of the following for each Contractor employee or agent providing service under this Contract, including but not limited to Supervisors and subcontractor employees (collectively referred to as "Contractor Employees"):

1. Each Contractor Employee shall undergo and pass a criminal background investigation prior to starting work under this Contract. The Contractor shall conduct additional criminal background investigations of all Contractor Employees every two years and upon request of the County at its sole discretion. The background investigation shall include criminal conviction information from an agency acceptable to County such as local law enforcement or Live Scan from the California Department of Justice. The cost of background checks is the responsibility of the Contractor.
2. No Contractor Employee shall have a criminal conviction record, including a guilty plea or a finding of not guilty by reason of insanity and Contractor shall be under a continuing obligation to immediately remove any Contractor Employee having a criminal conviction record, including a guilty plea or a finding of not guilty by reason of insanity. Contractor may only make an exception to this requirement if Contractor determines that there were mitigating circumstances or that the conviction is not related to the Contractor Employee position and that the Contractor Employee poses no threat or risk to the County or public.
3. Disqualification of any Contractor Employee pursuant to this section shall not relieve Contractor of its obligation to provide services in accordance with the terms and conditions of this Contract.
4. The Contractor shall annually submit to the Contract Manager a certificate of compliance attesting that each Contractor Employee is eligible for
employment under this Contract according to the requirements outlined in Sections 1 and 2.

## II. Subcontracting

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

1. If Contractor desires to subcontract, Contractor shall provide the following information promptly at County's request:
a. A description of the work to be performed by the Subcontractor.
b. A draft copy of the proposed subcontract.
c. Other pertinent information and/or certifications requested by County.
2. Contractor shall indemnify and hold County harmless with respect to the activities of each and every Subcontractor in the same manner and to the same degree as if such Subcontractor(s) were Contractor employees.
3. Contractor shall remain fully responsible for all performances required of it under this Contract, including those that the Contractor has determined to subcontract, notwithstanding County's approval of Contractor's proposed subcontract.
4. County's consent to subcontract shall not waive County's right to prior and continuing approval of any and all personnel, including Subcontractor employees, providing services under this Contract. Contractor is responsible to notify its Subcontractors of this County right.
5. County's Contract Manager is authorized to act for and on behalf of County with respect to approval of any subcontract and Subcontractor employees.
6. Contractor shall be solely liable and responsible for all payments or other compensation to all Subcontractors and their officers, employees, agents, and successors in interest arising through services performed hereunder, notwithstanding County's consent to subcontract.
7. Contractor shall obtain certificates of insurance, which establish that the Subcontractor maintains all the programs of insurance required by County from each approved Subcontractor. Contractor shall ensure delivery of all such documents to Administrative Services Division, P.O. Box 1460,

Alhambra, California 91802-1460, before any Subcontractor employee may perform any work hereunder.
8. Employee Leasing is prohibited.

JJ. Validity
If any provision of this Contract or the application thereof to any person or circumstance is held invalid, the remainder of this Contract and the application of such provision to other persons or circumstances shall not be affected thereby.

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

## LL. Warranty Against Contingent Fees

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

## SECTION 3

## TERMINATIONS/SUSPENSIONS

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

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

## B. Termination/Suspension for Convenience

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

## C. Termination/Suspension for Default

1. County may, by written notice to Contractor, suspend or terminate the whole or any part of this Contract, if, in the judgment of the County:
a. Contractor has materially breached this Contract; or
b. Contractor fails to timely provide and/or satisfactorily perform any task, deliverable, service, or other work required under this Contract; or
c. Contractor fails to demonstrate a high probability of timely fulfillment of performance requirements under this Contract, or of any obligations of this Contract and in either case, fails to demonstrate convincing progress toward a cure within five working days (or such longer period as County may authorize in writing) after receipt of written notice from County specifying such failure.
2. In the event County suspends or terminates this Contract in whole or in part pursuant to this paragraph, County may procure, upon such terms and in such manner, as County may deem appropriate, goods and services similar to those so suspended or terminated. Contractor shall be liable to County for any and all excess costs incurred by County, as determined by County, for such similar goods and services. Contractor shall continue the performance of this Contract to the extent not suspended or terminated under the provisions of this paragraph.
3. Except with respect to defaults of any Subcontractor, Contractor shall not be liable for any excess costs of the type identified in subparagraph "2" above, if its failure to perform this Contract arises out of causes beyond the control and without the fault or negligence of Contractor. Such causes may include, but are not limited to, acts of God or of the public enemy, acts of County in either its sovereign or contractual capacity, acts of the Federal or State government in its sovereign capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but in every case, the failure to perform must be beyond the control and without the fault or negligence of Contractor. If the failure to perform is caused by the default of a Subcontractor, and if such default arises out of causes beyond the control of both Contractor and Subcontractor, and without the fault or negligence
of either of them, Contractor shall not be liable for any such excess costs for failure to perform, unless the goods or services to be furnished by the Subcontractor were obtainable from other sources in sufficient time to permit Contractor to meet the required delivery schedule.
4. If, after County has given notice of termination or suspension under the provisions of this paragraph, it is determined by County that Contractor was not in default under the provisions of this paragraph or that the default was excusable under the provisions of this paragraph, the rights and obligations of the parties shall be the same as if the notice of termination or suspension had been issued pursuant to this Exhibit's Termination/Suspension for Convenience.
5. The rights and remedies of County provided in this paragraph shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.
6. As used herein, the terms "Subcontractor" and "Subcontractors" mean subcontractor at any tier.

## D. Termination/Suspension for Improper Consideration

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

## E. Termination/Suspension for Insolvency

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

## F. Termination/Suspension for Nonadherence to County Lobbyists Ordinance

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

## G. Termination/Suspension for Nonappropriation of Funds

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

## SECTION 4

## GENERAL CONDITIONS OF CONTRACT WORK

## A. Authority of Public Works and Inspection

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

## B. Cooperation

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

## C. Cooperation and Collateral Work

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

## D. Equipment, Labor, Supervision, and Materials

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

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

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

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

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

## I. Overtime

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

## J. Permits/Licenses

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

## K. Prohibition Against Use of Child Labor

1. Contractor shall:
a. Not knowingly sell or supply to County any products, goods, supply, or other personal property manufactured in violation of child labor standards set by the International Labor Organization through its 1973 Convention Concerning Minimum Age for Employment.
b. Upon request by County, identify the country/countries of origin of any products, goods, supplies, or other personal property Contractor sells or supplies to County.
c. Upon request by County, provide to County the manufacturer's certification of compliance with all international child labor conventions.
d. Should County discover that any products, goods, supplies, or other personal property sold or supplied by Contractor to County are produced in violation of any international child labor conventions, Contractor shall immediately provide an alternative, compliant source of supply.
2. Failure by Contractor to comply with provisions of this paragraph will constitute a material breach of this Contract and will be grounds for immediate suspension or termination of this Contract for default.

## L. Public Convenience

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

## M. Public Safety

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

## N. Quality of Work

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

## O. Quantities of Work

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

## P. Safety Requirements

Contractor shall be responsible for the safety of equipment, material, and personnel under Contractor's jurisdiction during the work.
Q. Storage of 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, or other compensation, benefits, or taxes for any personnel provided by or on behalf of Contractor.
3. Contractor understands and agrees that all persons performing work pursuant to this Contract are, for purposes of Workers' Compensation liability, solely employees of Contractor and not employees of County. Contractor shall be solely liable and responsible for furnishing any and all Workers' Compensation benefits to any person as a result of any injuries arising from or connected with any work performed by or on behalf of Contractor pursuant to this Contract.

## B. Indemnification

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

## C. Workplace Safety Indemnification

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

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

## D. General Insurance Requirements

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

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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 fifty thousand ( $\$ 50,000.00$ ) dollars, and list any County required endorsement forms.
c. Neither the County's failure to obtain, nor the County's receipt of, or failure to object to a noncomplying insurance certificate or endorsement, or any other insurance documentation or information provided by the Contractor, its insurance broker(s) and/or insurer(s), shall be construed as a waiver of any of the Required Insurance provisions.
d. Certificates and copies of any required endorsements shall be sent to:

> County of Los Angeles
> Department of Public Works, Administrative Services Division P.O. Box 1460

> Alhambra, California 91802-1460
> Attention of: Contract Analyst (noted in the RFP Notice)
e. Contractor also shall promptly report to County any injury or property damage accident or incident, including any injury to a Contractor employee occurring on County property, and any loss, disappearance, destruction, misuse, or theft of County property, monies or securities entrusted to Contractor. Contractor also shall promptly notify County of any third-party claim or suit filed against Contractor or any of its Subcontractors which arises from or relates to this Contract, and could result in the filing of a claim or lawsuit against Contractor and/or County.
3. Additional Insured Status and Scope of Coverage - The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers shall be provided additional insured status under Contractor's General Liability policy with respect to liability arising out of Contractor's ongoing and completed operations performed on behalf of the County. The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers additional insured status shall apply with respect to liability and defense of suits arising out of the Contractor's acts or omissions, whether such liability is attributable to the Contractor or to the County. The full policy limits and
scope of protection also shall apply to the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers as an additional insured, even if they exceed the County's minimum Required Insurance specifications herein. Use of an automatic additional insured endorsement form is acceptable providing it satisfies the Required Insurance provisions herein.
4. Cancellation of or Changes in Insurance: Contractor shall provide County with, or Contractor's insurance policies shall contain a provision that County shall receive, written notice of cancellation or any change in Required Insurance, including insurer, limits of coverage, term of coverage or policy period. The written notice shall be provided to County at least ten days in advance of cancellation for non-payment of premium and 30 days in advance for any other cancellation or policy change. Failure to provide written notice of cancellation or any change in Required Insurance may constitute a material breach of the Contract, in the sole discretion of the County, upon which the County may suspend or terminate this Contract.
5. Failure to Maintain Insurance: Contractor's failure to maintain or to provide acceptable evidence that it maintains the Required Insurance shall constitute a material breach of the Contract, upon which County immediately may withhold payments due to Contractor, and/or suspend or terminate this Contract. County, at its sole discretion, may obtain damages from Contractor resulting from said breach. Alternatively, the County may purchase the Required Insurance, and without further notice to Contractor, deduct the premium cost from sums due to Contractor or pursue Contractor reimbursement.
6. Insurer Financial Ratings: Coverage shall be placed with insurers acceptable to the County with A.M. Best ratings of not less than A:VII unless otherwise approved by County.
7. Contractor's Insurance Shall Be Primary: Contractor's insurance policies, with respect to any claims related to this Contract, shall be primary with respect to all other sources of coverage available to Contractor. Any County maintained insurance or self-insurance coverage shall be in excess of and not contribute to any Contractor coverage.
8. Waivers of Subrogation: To the fullest extent permitted by law, the Contractor hereby waives its rights and its insurer(s)' rights of recovery against County under all the Required Insurance for any loss arising from or relating to this Contract. The Contractor shall require its insurers to execute any waiver of subrogation endorsements which may be necessary to effect such waiver.
9. Subcontractor Insurance Coverage Requirements: Contractor shall include all Subcontractors as insureds under Contractor's own policies, or shall provide County with each Subcontractor's separate evidence of insurance coverage. Contractor shall be responsible for verifying each Subcontractor complies with the Required Insurance provisions herein, and shall require that each Subcontractor name the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers and Contractor as additional insureds on the Subcontractor's General Liability policy. Contractor shall obtain County's prior review and approval of any Subcontractor request for modification of the Required Insurance.
10. Deductibles and Self-Insured Retentions (SIRs): Contractor's policies shall not obligate the County to pay any portion of any Contractor deductible or SIR. The County retains the right to require Contractor to reduce or eliminate policy deductibles and SIRs as respects the County, or to provide a bond guaranteeing Contractor's payment of all deductibles and SIRs, including all related claims investigation, administration, and defense expenses. Such bond shall be executed by a corporate surety licensed to transact business in the State of California.
11. Claims Made Coverage: If any part of the Required Insurance is written on a claims made basis, any policy retroactive date shall precede the effective date of this Contract. Contractor understands and agrees it shall maintain such coverage for a period of not less than three years following Contract expiration, termination or cancellation.
12. Application of Excess Liability Coverage: Contractors may use a combination of primary, and excess insurance policies which provide coverage as broad as ("follow form" over) the underlying primary policies, to satisfy the Required Insurance provisions.
13. Separation of Insureds: All liability policies shall provide cross-liability coverage as would be afforded by the standard ISO (Insurance Services Office, Inc.) separation of insureds provision with no insured versus insured exclusions or limitations.
14. Alternative Risk Financing Programs: The County reserves the right to review, and then approve, Contractor use of self-insurance, risk retention groups, risk purchasing groups, pooling arrangements and captive insurance to satisfy the Required Insurance provisions. The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers shall be designated as an Additional Covered Party under any approved program.
15. County Review and Approval of Insurance Requirements: The County reserves the right to review and adjust the Required Insurance provisions, conditioned upon County's determination of changes in risk exposures.

## E. Compensation for County Costs

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

## F. Insurance Coverage Requirements

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

General Aggregate: $\$ 2$ million
Products/Completed Operations Aggregate: $\$ 1$ million
Personal and Advertising Injury: \$1 million
Each Occurrence:
\$1 million
2. Automobile Liability insurance (providing scope of coverage equivalent to ISO policy form CA 0001 ) 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 000301 A ) naming the County as the Alternate Employer, and the endorsement form shall be modified to provide that County will receive not less than 30 days advance written notice of cancellation of this coverage provision. If applicable to Contractor's operations, coverage also shall be arranged to satisfy the requirements of any federal workers or workmen's compensation law or any federal occupational disease law.

## SECTION 6

## CONTRACTOR RESPONSIBILITY AND DEBARMENT

## A. Responsible Contractor

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

## B. Chapter 2.202 of County Code

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

## C. Nonresponsible Contractor

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

## D. Contractor Hearing Board

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

## E. Subcontractors of Contractor

These terms shall also apply to Subcontractors of County contractors.

## SECTION 7

## COMPLIANCE WITH COUNTY'S JURY SERVICE PROGRAM

## A. Jury Service Program

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

## B. Written Employee Jury Service Policy

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

## SECTION 8

## SAFELY SURRENDERED BABY LAW PROGRAM

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

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

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

## SECTION 9

## TRANSITIONAL JOB OPPORTUNITIES PREFERENCE PROGRAM

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

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

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

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

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

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

## SECTION 10

## LOCAL SMALL BUSINESS ENTERPRISE (SBE) PREFERENCE PROGRAM

A. This Contract is subject to the provisions of County's ordinance entitled Local Small Business Enterprise Preference Program, as codified in Chapter 2.204 of the Los Angeles County Code.
B. Contractor shall not knowingly and with the intent to defraud, fraudulently obtain, retain, attempt to obtain or retain, or aid another in fraudulently obtaining or retaining or attempting to obtain or retain certification as a Local Small Business Enterprise.
C. Contractor shall not willfully and knowingly make a false statement with the intent to defraud, whether by affidavit, report, or other representation, to a County official or employee for the purpose of influencing the certification or denial of certification of any entity as a Local Small Business Enterprise.
D. If Contractor has obtained County certification as a Local Small Business Enterprise by reason of having furnished incorrect supporting information or by reason of having withheld information, and which knew, or should have known, the information furnished was incorrect or the information withheld was relevant to its request for certification, and which by reason of such certification has been awarded this Contract to which it would not otherwise have been entitled, shall:

1. Pay to County any difference between this Contract amount and what County's costs would have been if this Contract had been properly awarded.
2. In addition to the amount described in subdivision (1), be assessed a penalty in an amount of not more than 10 percent of the amount of this Contract.
3. Be subject to the provisions of Chapter 2.202 of the Los Angeles County Code (Determinations of Contractor Nonresponsibility and Contractor Debarment).
E. The above penalties shall also apply if Contractor is no longer eligible for certification as a result of a change of its status and Contractor failed to notify the State and Internal Services Department of this information.

## SECTION 11

## COMPLIANCE WITH COUNTY'S DEFAULTED PROPERTY TAX REDUCTION PROGRAM

## A. Defaulted Property Tax Reduction Program

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

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

Unless Contractor qualifies for an exemption or exclusion, Contractor warrants and certifies that to the best of its knowledge it is now in compliance, and during the term of this contract will maintain compliance, with Los Angeles County Code Chapter 2.206.
C. Termination for Breach of Warranty of Compliance with County's Defaulted Property Tax Reduction Program

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

## SECTION 12

## 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.

## What is the EIC?

The EIC is a refundable tax credit for certain workers.

## Which Employees Must I Notify About the EIC?

You must notify each employee who worked for you at any time during the year and from whom you did not withhold income tax. However, you do not have to notify any employee who claimed exemption from withholding on Form W-4, Employee's Withholding Allowance Certificate.
Note. You are encouraged to notify each employee whose wages for 2012 are less than \$50,270 that he or she may be eligible for the EIC.

## How and When Must I Notify My Employees?

You must give the employee one of the following:

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

If you are required to give Form W-2 and do so on time, no further notice is necessary if the Form W -2 has the required information about the EIC on the back of the employee's copy. If a substitute Form W-2 is given on time but does not have the required information, you must
notify the employee within 1 week of the date the substitute Form W-2 is given. If Form W-2 is required but is not given on time, you must give the employee Notice 797 or your written statement by the date Form W-2 is required to be given. If Form W-2 is not required, you must notify the employee by February 7, 2013.
You must hand the notice directly to the employee or send it by first-class mail to the employee's last known address. You will not meet the notification requirements by posting Notice 797 on an employee bulletin board or sending it through office mail. However, you may want to post the notice to help inform all employees of the ElC. You can get copies of the notice from IRS.gov or by calling 1-800-829-3676.

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

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

## How Do My Employees Claim the EIC?

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

# Safely surrenderese Baby Law 

What is the Sately

Surrendered Baby Law?

Every baby deserves a chance for a bealthy 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 buby can be surrendered to staff at any bospital or fire station in Las Augeles County.

## How does it work?

A distressed parent who is unable or unwilling to care for a baby can legallyw confickentially, and safely surrender a baby within thne days ( 72 hours) of birch. The baby murr be handed of an employee at a hospital or fire scation in Los Angtes Councy, As long as the baby shows no sign of abuse or neglect, no mame or other information is required. Tn case the parcut changes his or her mind ar a later date and wants the baby back, scaff will use bracelets to help connea them to each obber One bracelen will be placed on the babyi and a matching bracelct will be given to the parent or other surrendering adult.

## What if a parent wants the baby back?

Parents who change their minds sen begin the process of reclaiming their baby within 14 days. These parents should call the Ios Angeles County Department of Children and limily Services ar 1-800-540-4000.

## Can only a parent bring in the baby?

No. While in most cases a parent will bring in the haby, the law allows other poople to bring in che baloy if they have lawful cuscody:

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

No. A paran or surcendering adule can bring in a bahy anytimes, 24 hours a day 7 dyys a week, as long as the pareat or surrendering adult surrenders the baby to soneone what works at the hospital or fire station.

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

No. Inwever, hospicil of fire station personnel will ask the surrendering party to fill out a questionnaire designed to gather important medical bistory infurmation, which is very useful in caring for the loaby. The quescionnaire includes a stamped return entelope and can be sent in ara hater time.

## What happens to the baby?

The bahy will be cxamiked and given medical eracmenc. Upon rekase from the hospital, social workers immediaxely place the baby in a safe and loving bome and begin the adoption processs

## What happens to the parent or surrendering adult?

Once the parene or surnendering adult surrenders che baby to hospital or Gire station personnel, they may keave at any tume.

## Why is California doing this?

The purpose of the Safely Surrendened Bathy Law is to protect babics from being abandoned, hure or killed by their parencs. You may have heard uragic stories of babies left in dumpsters or public bathroms. Their parenes may have been under severe emotional distres. Tlwe mothers may have hidden their pregnakies, fearful of what would happen if their families found out Hecatse they werc afraid and had no one or nowhere to turn for help; they abandoned their babies. Abankloning a baby is illegal and places the baby in exireme danger. Too oficin it nesults in the bahy's death. The Safety Surrendered Baby Law prevents this tragedy from ewor happening again in Califomia.

## A baby's story

Early in the mornixy on April 9, 2005, a tralithy baby boy was safely surrendered to nurses a HarborLCIA Medical Cencer. The woman who brought the baby on the hompiral idencified herself as the balys aune and stated the thaby's mocher had asked her ro bring the haby to the haspital on her behalf. 'the aune was given a bracelet with a number matching the ander placed on the baby; this would provide some idenciticaion in the event the mother changed ber mind about surrendering the baby and wished to reclaim the baby in the 10 -day period alloweal by the Law. The aunt was also provided wib a mealical questionnaite and sadd she woild have the mother complete and mail back in
 with a loxing family thas had locen appowid wadout hím by the Departenent of Childen and Family Scrvices.

# Ley de <br> <br> Entrega de Bebés <br> <br> Entrega de Bebés Sin Peligro 

 Sin Peligro}


Los recién nacidos pueden ser entregados en forma segura al persoñal de cualquier hospital o cuartel de bomberos del Condado de Los Angeles

Sin pena. Sin culpa. Sin nombres.

# Ley de Entrega de Bebós Sin Peligro 

 ¿Qué es la Ley de Entrega de Bebés sin Peligro?Cala recién macido se merece la oportunidad de tener wna wida saludable. Si alguien que wised conoce cstú pensando en abandonur a un recién nacido, informele que tiene otras opciones. Hasta tres dhas (72 boras) después del nacimiento, se puede entregar mn recién nacido al personal de cualquier bospital o cuartel de bomberos del condado de Las Angeles.

## ¿Cómo funciona?

El padrel madre con dificuliades que no pueda o no quiera cuidar de su recién nacklo puede entregarlo en forma legal. confidencial y segura denceo de los tres dias (72 heras) del nacimientu. El bebé clebe ser entregado a un empleado de cualquier hospiral o cuartel de bomberos del Condado de Jas Angelen. Sicimpe que el bebe no presene signos de abusu o negligencia, res serí necesario suminisrrar nombers ni informasoón alguna. Si d padnefmadra cambia de opinión posteriomente y desea recuperar a su bebé, los rabajadores utilizarán hrizaletes para poder vilucularlon. El bebé llevará un brazalete y e] padef madreo d adulto que ko enregge recibirá un brakalece igual.

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

Los pallers que ambien de opinión pueden comenzar el proceso de roxamar a su recién nacido dentro de los 14 dias. Fistos pades deterín llamar al Departamento de Servicios para Niños y Familias (Department of Children and Farnily Services) del Condido de Las Angeles al 1-800-540-4000.

## ¿Sólo los padres podrán llevar al recién nacido?

No. Si bien en la mayoria de los casos son los pradies los que llewan al letros, la ley permite que ouras personas lo hagan si herrent castodial legal.

## LLos padres o el adulto que entrega al bebé deben llamar antes de llevar al bebe?

No. El padre'madre o adulco puede Uevar al bebes en cualyuier momenu, las 21 horas del dia, los 7 dias de la semana, siempre y arando entrguen a su belof a un empleado del hrispital ncuarrel de bermberus.

## ¿Es necesario que el padre/ madre 0 adutto diga algo a las personas que reciben al bebé?

No. Sin embargo, el personal del horopital o cuarrel de bomberos le pedirá a la persona qure eniregue al bebé que llene un cuestionario con la thadidad de recabar antecedentes medicos importantes, que resultan de gran utilidad para cuidar hien del bebet. El cuestionaric incluge un sobre can el sello posstal pragado para enviarlo en oro momento.

## ¿Qué pasará con el bebé?

[J bebé secri cxaminado y le brimelarán arención médica. Cuando le den el ala del hospitril, less crabajudores soceides inmedialamente ubicarán al bebé en un longer segum donde resara bien atentidd, $y$ se comenzará el procese de adopxión.
¿Qué pasará con el padre/madre a adulto que entregue al bebê?
Una vez que los padres o xdulto hayan entregado al lexix́ al permonal del hospitalo cuartel de bomberos, pueden irse en cualquier monenton.

## ¿Por qué se está haciendo esto en Califomia? ?

La finalidad de la Leg de Entrega de Betotes sin Peligro es prouger a loo bebests para que no sean abandonados, lastimados o muitros por sun pradres. Listed probablemente haya escuchado historias trágicas mone belés abandonados en basturemos of co bafico públicos. lass pradres de esos bebzs probablemente hayan estalo pazando por difícultades emocionalen graves. Las madres pueden hater ocultado su embarazo, por temor a lo que pasaria si sus familias se enteracan. Abandonamon a sus bebés prorque tenian miedo $y$ no renian nadik: a quien pedir ayuda. Li abandono
 en una siluación de peligru exiremo. Muy a mennudo el abandonn provera la muere del lelxt. la lay de Fatrga de Tethes sin Pdigro impile que vuelva a stecoler esia rragedia en California

## Historia de un bebé

A Li mañana temprano del dia 9 de abril de 2005, se enitegó un recién naido saludible a las enfermeras del lla ibor-UC.L A Medical Center. Ta mujer que lewo d recién macido al hospital me dio a conocer como la dia del beté, $y$ dijo que la madre le habia pedido que llerara al bebé al hospital en su nombre. le entregaron a la dóa un brazalere con un námero que coincidía con la pukera del betéf esto serviría como identificacion en caso de que la madre cambiara de opinión oon respecto a la entrega del bedé y deàdiera recaperarlo denıro del perioda de 11 díás que permite esta le. Támbién ke dieron a la tia un arestionario mélico, y ella dijo que la madre lo ilenaría y lo enviaria de vaelta dentro del subre con
 ubicadn eon una buena familia que ya habia sido aprobada para adopuarlo poor al Deparamento de Servicion para Niños y Familias


## Chapter 2.206 DEFAULTED PROPERTY TAX REDUCTION PROGRAM

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

### 2.206.010 Findings and declarations.

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

### 2.206.020 Definitions.

The following definitions shall be applicable to this chapter:
A. "Contractor" shall mean any person, firm, corporation, partnership, or combination thereof, which submits a bid or proposal or enters into a contract or agreement with the County.
B. "County" shall mean the county of Los Angeles or any public entities for which the Board of Supervisors is the governing body.
C. "County Property Taxes" shall mean any property tax obligation on the County's secured or unsecured roll; except for tax obligations on the secured roll with respect to property held by a Contractor in a trust or fiduciary capacity or otherwise not beneficially owned by the Contractor.
D. "Department" shall mean the County department, entity, or organization responsible for the solicitation and/or administration of the contract.
E. "Default" shall mean any property tax obligation on the secured roll that has been deemed defaulted by operation of law pursuant to California Revenue and Taxation Code section 3436; or any property tax obligation on the unsecured roll that remains unpaid on the applicable delinquency date pursuant to California Revenue and Taxation Code section 2922; except for any property tax obligation dispute pending before the Assessment Appeals Board.
F. "Solicitation" shall mean the County's process to obtain bids or proposals for goods and services.
G. "Treasurer-Tax Collector" shall mean the Treasurer and Tax Collector of the County of Los Angeles. (Ord. No. 2009-0026 § 1 (part), 2009.)

### 2.206.030 Applicability.

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

### 2.206.040 Required solicitation and contract language.

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

### 2.206.050 Administration and compliance certification.

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

## EXHIBIT E

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

### 2.206.060 Exclusions/Exemptions.

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

1. Chief Executive Office delegated authority agreements under $\$ 50,000$;
2. A contract where federal or state law or a condition of a federal or state program mandates the use of a particular contractor;
3. A purchase made through a state or federal contract;
4. A contract where state or federal monies are used to fund service related programs, including but not limited to voucher programs, foster care, or other social programs that provide immediate direct assistance;
5. Purchase orders under a master agreement, where the Contractor was certified at the time the master agreement was entered into and at any subsequent renewal, extension and/or amendment to the master agreement
6. Purchase orders issued by Internal Services Department under \$100,000 that is not the result of a competitive bidding process.
7. Program agreements that utilize Board of Supervisors' discretionary funds;
8. National contracts established for the purchase of equipment and supplies for and by the National Association of Counties, U.S. Communities Government Purchasing Alliance, or any similar related group purchasing organization;
9. A monopoly purchase that is exclusive and proprietary to a specific manufacturer, distributor, reseller, and must match and inter-member with existing supplies, equipment or systems maintained by the county pursuant to the Los Angeles Purchasing Policy and Procedures Manual, section P-3700 or a successor provision;
10. A revolving fund (petty cash) purchase pursuant to the Los Angeles County Fiscal Manual, section 4.6 .0 or a successor provision;
11. A purchase card purchase pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, section P-2810 or a successor
provision;
12. A non-agreement purchase worth a value of less than $\$ 5,000$ pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, section A-0300 or a successor provision; or
13. A bona fide emergency purchase pursuant to the Los Angeles County Purchasing Policy and Procedures Manual section P-0900 or a successor provision;
14. Other contracts for mission critical goods and/or services where the Board of Supervisors determines that an exemption is justified.
B. Other laws. This chapter shall not be interpreted or applied to any Contractor in a manner inconsistent with the laws of the United States or California. (Ord. No. 2009-0026 § 1 (part), 2009.)

### 2.206.070 Enforcement and remedies.

A. The information furnished by each Contractor certifying that it is in compliance with this chapter shall be under penalty of perjury.
B. No Contractor shall willfully and knowingly make a false statement certifying compliance with this chapter for the purpose of obtaining or retaining a County contract.
C. For Contractor's violation of any provision of this chapter, the County department head responsible for administering the contract may do one or more of the following:

1. Recommend to the Board of Supervisors the termination of the contract; and/or,
2. Pursuant to chapter 2.202, seek the debarment of the contractor; and/or,
3. Recommend to the Board of Supervisors that an exemption is justified pursuant to Section 2.206.060.A. 14 of this chapter or payment deferral as provided pursuant to the California Revenue and Taxation Code. (Ord. No. 2009-0026 § 1 (part), 2009.)

### 2.206.080 Severability.

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

[^0]The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the ( Exhibits A-M, to clarify Performance Requirements, or estor
A. SCOPE OF WORK

| Required Service/Tasks | Performance Indicator | Deductions for Failure to Meet Performance Indicator* | Compliance | Comments |
| :---: | :---: | :---: | :---: | :---: |
| A. SCOPE OF WORK |  |  |  |  |
| 1. Fines by Regulatory and Governmental Agencies | Fined by a local, regional, State, or Federal regulatory or governmental agency as a result of the Contractor's negligence or failure to comply with any Federal, State, or local rules, regulations, or requirements. | $\$ 500$ per occurrence plus any fine(s) charged to the County by a regulatory or governmental agency | $\begin{aligned} & \square \mathrm{Yes} \\ & \square \mathrm{No} \\ & \square \mathrm{~N} / \mathrm{A} \end{aligned}$ |  |
| 2. Violation of the National Pollutant Discharge Elimination System | Discharge of debris into storm drains and/or gutter. | \$500 per occurrence plus any fines by regulatory and governmental agencies plus any remediation cost | $\begin{aligned} & \square \mathrm{Yes} \\ & \square \mathrm{No} \\ & \square \mathrm{~N} / \mathrm{A} \end{aligned}$ |  |
| B. REPORTS/DOCUMENTATIONS |  |  |  |  |
| 1. Daily/Weekly/Monthly/ Quarterly Reports | Submitted to Contract Manager daily/weekly/monthly report. | \$50 per day per report that is late or not submitted | $\begin{aligned} & \square \mathrm{Yes} \\ & \square \mathrm{No} \\ & \square \mathrm{~N} / \mathrm{A} \end{aligned}$ |  |
| 2. Special Reports As Needed | Filed within time frame requested. | \$50 per day per report that is late or not submitted | $\begin{aligned} & \square \mathrm{Yes} \\ & \square \mathrm{No} \\ & \square \mathrm{~N} / \mathrm{A} \end{aligned}$ |  |
| C. EMPLOYEES |  |  |  |  |
| 1. Contractor's Employee Criminal Background Investigation | Prior to the start of the contract and continuation of the contract, the contractor shall certify all employees who are in | \$100 per employee per day who is not certified as passing the background check | $\begin{aligned} & \square \mathrm{Yes} \\ & \square \mathrm{No} \\ & \square \mathrm{~N} / \mathrm{A} \end{aligned}$ |  |

[^1]EXHIBIT F
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 for Failure to Meet Performance Indicator* | Compliance | Comments |
| :---: | :---: | :---: | :---: | :---: |
|  | 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. <br> Employees who do not pass or are not certified shall be immediately removed. |  |  |  |
| 2. Employees Well Oriented To Job | Employees must have thorough knowledge of facility and its needs. | \$100 per error resulting from lack of orientation | $\begin{aligned} & \square \mathrm{Yes} \\ & \square \mathrm{No} \\ & \square \mathrm{~N} / \mathrm{A} \end{aligned}$ |  |
| 3. Staffing | Staffing levels are equal or exceed contract requirements. | \$100 per occurrence | $\begin{aligned} & \square \mathrm{Yes} \\ & \square \mathrm{No} \\ & \square \mathrm{~N} / \mathrm{A} \end{aligned}$ |  |
| 4. Photo I.D. Badges | Photo I.D. Badges worn by all employees on the job at all times. | \$50 per employee, per occurrence | $\begin{aligned} & \square \mathrm{Yes} \\ & \square \mathrm{No} \\ & \square \mathrm{~N} / \mathrm{A} \end{aligned}$ |  |
| 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 | $\begin{aligned} & \square \mathrm{Yes} \\ & \square \mathrm{No} \\ & \square \mathrm{~N} / \mathrm{A} \end{aligned}$ |  |
| D. SUPERVISOR/MANAGERS |  |  |  |  |
| 1. Change in Project Manager | Contractor shall notify the County in writing of any change in name or address of the | \$50 per occurrence | $\begin{aligned} & \square \mathrm{Yes} \\ & \square \mathrm{No} \\ & \square \mathrm{~N} / \mathrm{A} \end{aligned}$ |  |

*Deductions may be imposed in addition to the Liquidated Damages at the sole discretion of the Contract Manager.
The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the
 mitor of any part of this Contract.

## Required Service/Tasks

Performance
Indicator
Project Manager.

| Required Service/Tasks | Performance Indicator | Deductions for Failure to Meet Performance Indicator* | Compliance | Comments |
| :---: | :---: | :---: | :---: | :---: |
|  | Project Manager. |  |  |  |
| 2. Respond to complaints, requests, and discrepancies. | Respond within the time frame outlined in the Contract. | \$50 per complaint not responded to within the time frame outlined in the specifications | $\begin{aligned} & \square \mathrm{Yes} \\ & \square \mathrm{No} \\ & \square \mathrm{~N} / \mathrm{A} \end{aligned}$ |  |
| 3. Competent Supervisory Staff | Responsiveness to complaints and requests; maintain good work records, and acceptable level of service. | \$100 per occurrence | $\begin{aligned} & \square \mathrm{Yes} \\ & \square \mathrm{No} \\ & \square \mathrm{~N} / \mathrm{A} \end{aligned}$ |  |
| 4. Provide Adequate Supervision and Training | Contract specifications met. | \$50 per occurrence | $\begin{aligned} & \square \mathrm{Yes} \\ & \square \mathrm{No} \\ & \square \mathrm{~N} / \mathrm{A} \end{aligned}$ |  |
| 5. Project Safety Official | Project Safety Official who shall be thoroughly familiar with the Contractor's Injury and Illness Prevention Program and Code of Safe Practices. | \$200 per occurrence | $\begin{aligned} & \square \mathrm{Yes} \\ & \square \mathrm{No} \\ & \square \mathrm{~N} / \mathrm{A} \end{aligned}$ |  |
| 6. Supervisors speak and understand English | On-site supervisor can communicate in English with County Contract Manager. | \$200 per day for use of non-English-speaking supervisor; Immediate removal and replace with an English speaking employee. | $\begin{aligned} & \square \mathrm{Yes} \\ & \square \mathrm{No} \\ & \square \mathrm{~N} / \mathrm{A} \end{aligned}$ |  |
| E. CONTRACT ADMINSTRATION |  |  |  |  |
| 1. Insurance Certifications | Certifications submitted before implementation of contract and on a timely basis there-after. | \$200 per day; work/contract suspension; possible termination for default of | $\begin{aligned} & \square \mathrm{Yes} \\ & \square \mathrm{No} \\ & \square \mathrm{~N} / \mathrm{A} \end{aligned}$ |  |

[^2]PERFORMANCE REQUIREMENTS SUMMARY
The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the Requirements, or

| Required Service/Tasks | Performance Indicator | Deductions for Failure to Meet Performance Indicator* | Compliance | Comments |
| :---: | :---: | :---: | :---: | :---: |
|  |  | contract |  |  |
| 2. Record Retention \& Inspection/Audit Settlement | Maintain all required documents as specified in contract. | \$200 per occurrence | $\square \mathrm{Yes}$ $\square \mathrm{No}$ $\square \mathrm{N} / \mathrm{A}$ |  |
| 3. License and Certification | All license and certifications required to perform the work, if any. | \$200 per day; suspension; possible termination for default of contract | $\begin{aligned} & \square \mathrm{Yes} \\ & \square \mathrm{No} \\ & \square \mathrm{~N} / \mathrm{A} \end{aligned}$ |  |
| 4. 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; suspension; possible termination for default of contract | $\begin{aligned} & \square \mathrm{Yes} \\ & \square \mathrm{No} \\ & \square \mathrm{~N} / \mathrm{A} \end{aligned}$ |  |
| 5. Safety Requirements | Comply with all applicable State of California Occupational Safety and Health Administration (Cal/OSHA). | \$500 per occurrence | $\begin{aligned} & \square \mathrm{Yes} \\ & \square \mathrm{No} \\ & \square \mathrm{~N} / \mathrm{A} \end{aligned}$ |  |



LOCATION

| Location | Location Description | Sublocation | Sublocation Description |
| :---: | :---: | :---: | :---: |
| A203 | Alhambra-900 S. Fremont Ave.(3rd Floor) | 9282 | LDD SUBDIV MANAGE PROCESSING |
| A203 | Alhambra-900 S. Fremont Ave.(3rd Floor) | 9283 | LDD HIGHWAY REFERRALS |
| A203 | Alhambra-900 S. Fremont Ave.(3rd Floor) | 9290 | LDD SUBDIV PLAN CHECK ADM |
| A203 | Alhambra-900 S. Fremont Ave.(3rd Floor) | 9291 | LDD SUBDIV PLAN CHECK HYDROLOGY/WATER |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 7020 | Assistant Director Fred M. Rubin |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 7211 | PDD CITY SERVICES |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 7710 | OSD FACILITIES MGMT GROUP ADMIN. |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 7760 | OSD FACILITIES MGMT GROUP ADMIN. |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 8300 | SURVEY/MAPPING \& PROPERTY MANAGEMENT DIVISION |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 8380 | SURVEY/MAPPING OFFICE OPERATIONS - ADMINISTRATION |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 8381 | SURVEY/MAPPING PUBLIC COUNTER/FILE ROOM |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 8382 | SURVEY/MAPPING RECORD OF SURVEY |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 8383 | SURVEY/MAPPING DAM STUDIES/VERTICAL CONTROL |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 8390 | SURVEY/MAPPING FIELD OPERATIONS - ADMINISTRATION |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 8391 | SURVEY/MAPPING FIELD SUPPORT |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 8392 | SURVEY/MAPPING COMPUTER AIDED DESIGN \& DRAFTING |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 8400 | GMED - ADMINISTRATION |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 8420 | GMED GEOLOGY ADMIN |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 8422 | GMED GEOLOGY DEVELOPMENT REVIEW |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 8423 | GMED-GEOLOGY INVESTIGATIONS |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 8440 | GMED GEOTECHNICAL ENG/GRADING ADMIN |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 8441 | GMED SOILS REVIEW |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 8442 | GMED SOILS INVESTIGATIONS |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 8470 | GMED MATERIALS ANAL \& LAB ADMIN |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 8471 | GMED MATERIALS ANALYSIS |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 9201 | LDD TRANSPORTATION PLANNING |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 9251 | LDD ALIGN/INTERDEPT ENG COMMITTEE |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 9252 | LDD BRIDGE \& THOROUGHFARES |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 9900 | PRG ADMINISTRATION |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 9910 | PRG COMMUNICATIONS |
| A204 | Alhambra-900 S. Fremont Ave.(4th Floor) | 9920 | PRG EVENT COORDINATION |
| A205 | Alhambra-900 S. Fremont Ave.(5th Floor) | 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL |
| A205 | Alhambra-900 S. Fremont Ave.(5th Floor) | 7141 | ADM - OFFICE OF WATER RECYCLING |
| A205 | Alhambra-900 S. Fremont Ave.(5th Floor) | 9510 | AED - INSPECTIONS |
| A205 | Alhambra-900 S. Fremont Ave.(5th Floor) | 9600 | PMD I ADMINISTRATION |
| A205 | Alhambra-900 S. Fremont Ave.(5th Floor) | 9620 | PMD I HEALTH PROJECTS |
| A205 | Alhambra-900 S. Fremont Ave.(5th Floor) | 9630 | PMD I GENERAL PROJECTS |
| A205 | Alhambra-900 S. Fremont Ave.(5th Floor) | 9700 | PMD II ADMINISTRATION |
| A205 | Alhambra-900 S. Fremont Ave.(5th Floor) | 9710 | PMD II COURTS, PROBATION \& GENERAL |
| A205 | Alhambra-900 S. Fremont Ave.(5th Floor) | 9720 | PMD II EARTHQUAKE RECOVERY |
| A205 | Alhambra-900 S. Fremont Ave.(5th Floor) | 9730 | PMD II SHERIFF, FIRE \& GENERAL |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) | 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) | 8900 | DES ADMINISTRATION |


| Location | Location Description | Sublocation | Sublocation Description |
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| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) | 8920 | DES DRAINAGE DESIGN II ADMIN |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) | 8921 | DES DRAINAGE DESIGN II |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) | 8930 | DES STRUCTURES DESIGN I ADMIN |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) | 8931 | DES STRUCTURES DESIGN I/RETROFIT |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) | 8940 | DES STRUCTURES DESIGN II ADMIN |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) | 8941 | DES STRUCTURES DESIGN II |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) | 8950 | DES MECHANICAL ENGINEERING ADMIN |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) | 8951 | DES MECHANICAL ENGINEERING |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) | 8960 | DES DRAINAGE DESIGN I ADMIN |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) | 8961 | DES DRAINAGE DESIGN I |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) | 8970 | DES HIGHWAY DESIGN I ADMIN |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) | 8972 | DES HIGHWAY DESIGN I |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) | 8980 | DES HIGHWAY DESIGN II ADMIN |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) | 8981 | DES HIGHWAY DESIGN II |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) | 8990 | DES HIGHWAY DESIGN III ADMIN |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) | 8991 | DES HIGHWAY DESIGN III |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 5732 | CHIEF INFORMATION OFFICE- DATABASE / FINANCIAL -ADMIN |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 7121 | FIN FINANCIAL MANAGEMENT BRANCH |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 7122 | IAG INTERNAL AUDIT GROUP |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8000 | FIS ADMINISTRATION |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8010 | FIS EXP MANAGEMENT ADM |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8011 | FIS COST ACCOUNTING |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8012 | FIS TRANS PROCESS \& PROPERTY |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8020 | FIS ACCOUNTS PAY ADMIN |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8021 | FIS CONTRACTS \& UTILITY PAYMENTS |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8022 | FIS PURCHASE ORDER |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8024 | FIS CAPITAL PROJECTS |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8025 | FIS-PO Payments - Invoice Control Team |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8030 | FIS REVENUE MANAGEMENT ADMIN |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8031 | FIS CASHIER |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8032 | FIS RECONCILIATION |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8033 | FIS TRUST \& REVENUE |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8050 | FIS ACCOUNTING SYS ADMIN |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8051 | FIS-Records Retention |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8052 | FIS-FAS Reconciliation |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8053 | FIS-FAS Assistance Unit |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8060 | FIS ACCOUNTS RECEIVABLE ADMIN |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8061 | FIS SPECIAL ACCOUNTING |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8062 | FIS BILLING UNIT |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 8064 | FIS CUSTOMER SERVICE |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 9300 | BFM ADMINISTRATION |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 9310 | BFM BUDGET/FUND GROUP I |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 9320 | BFM BUDGET/FUND GROUP II |

LOCATION

| Location | Location Description | Sublocation | Sublocation Description |
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| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | 9330 | BFM BUDGET/FUND GROUP \||I |
| A207 | Alhambra-900 S. Fremont Ave. (7th Floor) | F360 | ITD FLEET MANAGEMENT |
| A207 | Alhambra-900 S. Fremont Ave.(7th Floor) | F369 | ITD-FLEET SERVICES |
| A208 | Alhambra-900 S. Fremont Ave. (8th Floor) | 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9000 | CON ADMINISTRATION |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9001 | CON SECRETARIAL |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9002 | CON DIVISION OPERATIONS |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9010 | CON CONTRACT ADMIN |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9011 | CON SPECIFICATIONS |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9012 | CON ENVIRONMENTAL |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9015 | CON UTILITY COORDINATION |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9020 | CON CONTRACT INSPECTION I |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9021 | CON HIGHWAY INSPECTION SOUTH |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9025 | CON BRIDGE \& STRUCTURE INSPECTION |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9030 | CON CONTRACT INSPECTION II |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9036 | CON OFFICE ENGINEERING II |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9040 | CON CONTRACT INSPECTION III |
| A208 | Alhambra-900 S. Fremont Ave. (8th Floor) | 9041 | CON HIGHWAY INSPECTION EAST |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9042 | CON OFFICE ENGINEERING III |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9046 | CON OFFICE ENGINEERING III |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9056 | CON PERMIT OFFICE NO. 6 |
| A208 | Alhambra-900 S. Fremont Ave. (8th Floor) | 9260 | LDD PERMITS \& SUBDIVISIONS - ADM |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9500 | AED ADMINISTRATION |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9510 | AED CONSTRUCTION INSPECTION |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9520 | AED DESIGN REVIEWIAE DESIGN SERV |
| A208 | Alhambra-900 S. Fremont Ave.(8th Floor) | 9540 | AED CONTRACT ADMINISTRATION |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 5713 | CHIEF INFORMATION OFFICE-HELP DESK |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 7031 | STRATEGOC PLANNING GROUP |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 7230 | PDD TRANSIT OPERATIONS ADMIN |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 7231 | PDD PARATRANSIT |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 7232 | PDD FIXED ROUTES \& SUPPORT SERVICE |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 7233 | PDD TRANSIT ZONES \& NEW PROGRAMS |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 7234 | PDD FUND MANAGE \& RECREATIONAL TRANSIT |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 7700 | OSD ADMINISTRATION |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 8100 | ASD ADMINISTRATION |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 8120 | ASD PRODUCTIVITY/ADMINISTRATIVE CONTROLS |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 8122 | ASD INFORMATION MANAGEMENT |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 8125 | ASD LEGISLATION \& GRANTS/ADA COORDINATION |
| A209 | Alhambra-900 S. Fremont Ave. (9th Floor) | 8127 | ASD-CONTRACTING SERVICES |
| A209 | Alhambra-900 S. Fremont Ave. (9th Floor) | 8128 | ASD CONTRACTOR COMPLIANCE/MONITORING |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 8130 | ASD MANAGEMENT SUPPORT |
| A209 | Alhambra-900 S. Fremont Ave. (9th Floor) | 8131 | ASD PROCUREMENT |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 8250 | HRD TRAINING \& DEVELOPMENT |


| Location | Location Description | Sublocation | Sublocation Description |
| :---: | :---: | :---: | :---: |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 8590 | BSD EDAPTS |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 9250 | LDD GRAFFITI MANAGEMENT |
| A209 | Alhambra-900 S. Fremont Ave. (9th Floor) | 9900 | PRG ADMINISTRATION |
| A209 | Alhambra-900 S. Fremont Ave. (9th Floor) | 9910 | PRG COMMUNICATIONS |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 9920 | PRG - EVENT COORDINATION |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 9930 | PRG - PUBLIC EDUCATION |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8300 | SUR/M\&PM ADMINISTRATION |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8310 | SUR/M\&PM MAPPING \& GIS SERVICES |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8315 | SUR/M\&PM MAPPING SUPPORT UNIT |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8316 | SUR/M\&PM PRECISE DATABASE UNIT |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8319 | SUR/M\&PM GIS SERVICES \& SPECIALTY MAPPING |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8320 | SUR/M\&PM PROJECT MANAGEMENT ADMIN |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8321 | SUR/M\&PM RIGHT OF WAY INVEST \& CONTROL PROJ |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8330 | SUR/M\&PM CLAIMS \& LITIGATION ADMIN |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8331 | SUR/M\&PM CLAIMS |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8332 | SUR/M\&PM LITIGATION |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8340 | SUR/M\&PM RIGHT OF WAY ENGINEERING ADMIN |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8342 | SUR/M\&PM-Engineering Unit I |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8343 | SUR/M\&PM-Engineering Unit II |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8345 | SUR/M\&PM-Engineering Unit IV |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8346 | SUR/M\&PM-Engineering Unit V |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8350 | SUR/M\&PM ACQUISITION \& REVENUE PROP ADMIN |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8351 | SUR/M\&PM ACQUISITION I |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8354 | SUR/M\&PM REVENUE PROPERTIES |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8360 | SUR/M\&PM VALUATION ADMINISTRATION |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8361 | SUR/M\&PM VALUATION I |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8370 | SUR/M\&PM TITLE \& ESCROW ADMIN |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8371 | SUR/M\&PM TITLE I |
| A210 | Alhambra-900 S. Fremont Ave.(10th Floor) | 8372 | SUR/M\&PM TITLE II |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 5730 | CHIEF INFORMATION OFFICE - SYSTEMS AND APPLICATIONS - ADMIN |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7200 | PDD ADMINISTRATION |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7210 | PDD CITY SERVICES ADMIN |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7211 | PDD CITY SERVICES |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7220 | PDD PROJECT BUDGET \& COOR ADMIN |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7221 | PDD PROJECT MANAGEMENT |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7222 | PDD PROJECT BUDGET |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7230 | PDD TRANSIT OPERATIONS ADMIN |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7240 | PDD FEDERAL PROGRAMS ADMIN |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7241 | PDD FEDERAL RAILROAD \& LEGISLATION COOR |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7242 | PDD STATE MTA \& BIKEWAY COOR |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7243 | PDD DISASTER \& CDC COORINATION |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7250 | PDD ENVIRONMENTAL PLANNING \& ASSESS |


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| :---: | :---: | :---: | :---: |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7251 | PDD FLOOD CONTROL BENEFIT ASSESS |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7252 | PDD COUNTY IMPROVEMENT ASSESS |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7253 | PDD ENVIRONMENTAL PLANNING |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7270 | PDD GRANTS MANAGEMENT |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7300 | WMD ADMINISTRATION |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7310 | WMD WATERSHED ENG MAP \& FEMA |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7320 | WMD RESEARCH, LEGISLATION \& FUNDING |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7350 | WMD WATERSHED MGMT SANTA CLARA RIVER/A |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7360 | WMD WATERSHED MGMT SAN GABRIEL RIVER |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7370 | WMD WATERSHED MGMT LOS ANGELES RIVER |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7380 | WMD WATERSHED MGMT BALLONA/MALIBU/DOMING |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 7390 | WMD NPDES |
| A211 | Alhambra-900 S. Fremont Ave.(11th Floor) | 9920 | PRG EVENT COORDINATIONS |
| A212 | Alhambra-900 S. Fremont Ave. (12th Floor) | 5700 | CHIEF INFORMATION OFFICE-ADMIN |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 5701 | CIO /ITD - SECURITY OFFICER |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 5710 | CIO / ITD - OPERATIONS \& INFRASTRUCTURE-ADMIN |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 5712 | CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 5713 | CHIEF INFORMATION OFFICE-HELP DESK |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 5714 | CHIEF INFORMATION OFFICE- DISPATCH |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 5720 | CIO /ITD - TECHNOLOGY PLANNING \& GOVERNANCE -ADMIN |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 5721 | CIO / ITD - PROJECT MANAGEMENT |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 5723 | CIO / ITD - CONTRACTS |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 5724 | CIO /ITD - PROCUREMENT \& BUDGET |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 5730 | CIO / ITD - SYSTEM \& APPLICATIONS - ADMIN |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 5731 | CIO / ITD PERMITS \& LAND / ASSET MGMT / HUMAN RES / WEB SRVS |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 5732 | CHIEF INFORMATION OFFICE- DATABASE / FINANCIAL -ADMIN |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 5732 | CHIEF INFORMATION OFFICE- DATABASE / FINANCIAL -ADMIN |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 5733 | CIO / ITD ENGINEERING SYSTEM ADMIN / GIS / CADD |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 7001 | ADM DIRECTOR PUBLIC WORKS |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 7010 | ADM ASSISTANT DIRECTOR WILLIAMS |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 7020 | Assistant Director, John Kelly |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 7021 | CWCG CENTRL WORK CONTROLS |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 7030 | Assistant Director, Mark Pestrella |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 7110 | ADM DEPUTY DIRECTOR DECHELLIS |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 7120 | Deputy Director, Diane Lee |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 7130 | ADM DEPUTY DIRECTOR B. SASAKI |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 7140 | Deputy Director, Bill Winter |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 7150 | ADM DEPUTY DIRECTOR KELLY |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 7160 | Deputy Director, Dennis Hunter |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 9900 | PRG ADMINISTRATION |
| A212 | Alhambra-900 S. Fremont Ave.(12th Floor) | 9910 | PRG COMMUNICATIONS |
| A212 | Alhambra-900 S. Fremont Ave. (12th Floor) | 9920 | PRG EVENT COORDINATION |
| A213 | Alhambra-900 S. Fremont Ave. 91803 (HQ | 8031 | FIS CASHIER |


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| A213 | Alhambra - 900 S. Fremont Ave. 91803 (HO | 8122 | ASD INFORMATION MANAGEMENT |
| A213 | Alhambra-900 S. Fremont Ave. 91803 (HO | 9700 | PMD II - Project Management II - Administration |
| A214 | Alhambra-900 S. Fremont Ave.(Cafeteria) | 7760 | OSD FACILITIES MGMT GROUP ADMIN. |
| A214 | Alhambra-900 S. Fremont Ave.(Cafeteria) | 8100 | ASD ADMINISTRATION |
| A215 | Alhambra-900 S. Fremont Ave.(Penthouse) | 5711 | CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT |
| A215 | Alhambra-900 S. Fremont Ave.(Penthouse) | 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL |
| A215 | Alhambra-900 S. Fremont Ave.(Penthouse) | 7710 | OSD FACILITIES MGMT GROUP ADMIN. |
| A215 | Alhambra-900 S. Fremont Ave.(Penthouse) | 7760 | OSD FACILITIES MGMT GROUP ADMIN. |
| A215 | Alhambra-900 S. Fremont Ave.(Penthouse) | 7800 | WATER RESOURCES DIVISION |
| A216 | Alhambra-900 S. Fremont Ave. (ITD Baseme | 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 7010 | ITD STORAGE - ADM ASSISTANT DIR WILLIAMS |
| A216 | Alhambra-900 S. Fremont Ave. (ITD Baseme | 7020 | ADM-Assistant Director Fred M. Rubin |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 7021 | ITD STORAGE - CENTRAL WORK CONTROLS GRP |
| A216 | Alhambra-900 S. Fremont Ave. (ITD Baseme | 7030 | ADM-Assistant Director - Mr. Efstathiou |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 7110 | ITD STORAGE - ADM DEPUTY DIR DECHELLIS |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 7120 | ADM-Deputy Director - Diane Lee |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 7121 | ITD STORAGE - FINANCIAL MGMT GROUP |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 7122 | ITD STORAGE - INTERNAL AUDIT GROUP |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 7130 | ITD STORAGE - ADM DEPUTY DIR B. SASAKI |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 7131 | ITD STORAGE - DISASTER SERVICES GROUP |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 7140 | ADM-Deputy Director Mark Pestrella |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 7150 | ITD STORAGE - ADM DEPU DIR KELLY |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 7160 | ADM-Deputy Director - Vacant (Williams) |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 7200 | ITD STORAGE - PROGRAM DEVELOPMENT DIV |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 7300 | ITD STORAGE - WATERSHED MGMT DIV |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 7400 | ITD STORAGE - AVIATION DIV |
| A216 | Alhambra-900 S. Fremont Ave. (ITD Baseme | 7710 | ITD STORAGE - OSD FACILITIES MGMT |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 7760 | ITD STORAGE - OSD FACILITIES MGMT |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 7800 | ITD STORAGE - WATER RESOURCES DIV |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 7900 | ITD STORAGE - ENVIRONMENTAL PROGRAMS DIV |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 8000 | ITD STORAGE - FISCAL DIV |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 8100 | ITD STORAGE - ADMINISTATIVE SERVICES DIV |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 8200 | ITD STORAGE - PERSONNEL \& PUBLIC AFFAIRS |
| A216 | Alhambra-900 S. Fremont Ave. (ITD Baseme | 8300 | ITD STORAGE - MAPPING \& PROPERTY MGMT |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 8300 | ITD STORAGE - SURVEY/MAPPING \& PROPERTY MANAGEMENT |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 8400 | ITD STORAGE - GEO MATERIALS ENGIN |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 8500 | ITD STORAGE - BUILDING \& SAFEFY DIV |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 8600 | ITD STORAGE - ROAD MAINT DIV |
| A216 | Alhambra-900 S. Fremont Ave. (ITD Baseme | 8700 | ITD STORAGE - FLOOD MAINT DIV |
| A216 | Alhambra-900 S. Fremont Ave. (ITD Baseme | 8800 | ITD STORAGE - WATERWORKS DIVISION |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 8900 | ITD STORAGE - DESIGN DIV |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 9000 | ITD STORAGE - CONSTRUCTION DIV |
| A216 | Alhambra-900 S. Fremont Ave. (ITD Baseme | 9100 | ITD STORAGE - TRAFFIC \& LIGHTING DIV |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 9200 | ITD STORAGE - LAND DEVELOPMENT DIV |

LOCATION

| Location | Location Description | Sublocation | Sublocation Description |
| :---: | :---: | :---: | :---: |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 9300 | ITD STORAGE - BUDGET/FUND MGMT DIV |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 9400 | ITD STORAGE - SEWER MAINT DIVISION |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Baseme | 9500 | ITD STORAGE - ARCHITECTURAL ENGINEERING |
| A216 | Alhambra-900 S. Fremont Ave. (ITD Baseme | 9600 | ITD STORAGE - PROJECT MGMT I |
| A216 | Alhambra-900 S. Fremont Ave. (ITD Baseme | 9700 | ITD STORAGE - PROJECT MGMT II |
| A217 | Alhambra-900 S. Fremont Ave.(W side of C | 5731 | Conference Rm. A |
| A217 | Alhambra-900 S. Fremont Ave.(W side of C | 8122 | ASD INFORMATION MANAGEMENT |
| A218 | Alhambra-900 S. Fremont Ave.(Motorpool) | F370 | ITD EQUIPMENT POOL HEADQUARTERS |
| A219 | Alhambra-900 S. Fremont Ave.(Annex 1st F | 5711 | CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT |
| A219 | Alhambra-900 S. Fremont Ave.(Annex 1st F | 8310 | SUR/M\&PM MAPPING \& GIS SERVICES ADMIN |
| A219 | Alhambra-900 S. Fremont Ave.(Annex 1st F | 9100 | T\&L - ADMINISTRATION |
| A220 | Alhambra-900 S. Fremont Ave.(Annex 2nd I | 5732 | CHIEF INFORMATION OFFICE-DATABASE / FINANCIAL -ADMIN |
| A220 | Alhambra-900 S. Fremont Ave.(Annex 2nd 1 | 5734 | CHIEF INFORMATION OFFICE- BUSINESS SUPPORT GROUP |
| A220 | Alhambra-900 S. Fremont Ave.(Annex 2nd I | 7021 | CWCG CENTRL WORK CONTROLS |
| A220 | Alhambra-900 S. Fremont Ave.(Annex 2nd | 7031 | STRATEGOC PLANNING GROUP |
| A220 | Alhambra-900 S. Fremont Ave.(Annex 2nd I | 7700 | OSD ADMINISTRATION |
| A220 | Alhambra-900 S. Fremont Ave.(Annex 2nd I | 8130 | ASD MAT'L MGMT ADM |
| A220 | Alhambra-900 S. Fremont Ave.(Annex 2nd f | 8131 | ASD PROCUREMENT |
| A220 | Alhambra-900 S. Fremont Ave.(Annex 2nd 1 | 8600 | RMD ADMINISTRATION |
| A220 | Alhambra-900 S. Fremont Ave.(Annex 2nd 1 | 8660 | RMD OFFICE ENGINEERING |
| A220 | Alhambra-900 S. Fremont Ave.(Annex 2nd 1 | 8670 | RMD FIELD ENGINEERING |
| A220 | Alhambra-900 S. Fremont Ave. (Annex 2nd | 8700 | FMD ADMINISTRATION |
| A220 | Alhambra-900 S. Fremont Ave. (Annex 2nd f | 8701 | FMD HEADQUARTERS STAFF SUPPORT/SECRETARR |
| A220 | Alhambra-900 S. Fremont Ave.(Annex 2nd f | 9250 | LDD GRAFFITI MANAGEMENT |
| A221 | Alhambra-900 S. Fremont Ave. (Annex 3rd F | 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL |
| A221 | Alhambra-900 S. Fremont Ave.(Annex 3rd F | 7900 | EPD ADMINISTRATION |
| A221 | Alhambra-900 S. Fremont Ave.(Annex 3rd F | 7910 | EPD-Industrial Waste/Underground Tank/SW |
| A221 | Alhambra-900 S. Fremont Ave.(Annex 3rd F | 7911 | EPD INDUSTRIAL WASTE |
| A221 | Alhambra-900 S. Fremont Ave.(Annex 3rd F | 7912 | EPD UNDERGROUND TANKS |
| A221 | Alhambra-900 S. Fremont Ave. (Annex 3rd F | 7913 | EPD INSPECTION |
| A221 | Alhambra-900 S. Fremont Ave.(Annex 3rd F | 7920 | EPD-Landfills-Administration |
| A221 | Alhambra-900 S. Fremont Ave.(Annex 3rd F | 7922 | EPD-Landfills/SWIMS/DMS |
| A221 | Alhambra-900 S. Fremont Ave. (Annex 3rd F | 7923 | EPD Programs - CT/ATAS/POLICY/LEG |
| A221 | Alhambra-900 S. Fremont Ave.(Annex 3rd F | 7940 | EPD-Programs - Administration |
| A221 | Alhambra-900 S. Fremont Ave. (Annex 3rd F | 7941 | EPD-Environmental Affairs |
| A221 | Alhambra-900 S. Fremont Ave. (Annex 3rd F | 7943 | EPD-Programs-Bags/EPS |
| A221 | Alhambra-900 S. Fremont Ave.(Annex 3rd F | 7950 | EPD - Commercial Franchise |
| A221 | Alhambra-900 S. Fremont Ave. (Annex 3rd F | 7961 | EPD-Garbage Disposal Districts |
| A221 | Alhambra-900 S. Fremont Ave.(Annex 3rd F | 7962 | EPD - Franchise |
| A221 | Alhambra-900 S. Fremont Ave.(Annex 3rd F | 7966 | EPD-Programs-DRP/SBRP/SG/TIRE |
| A221 | Alhambra-900 S. Fremont Ave.(Annex 3rd F | 9900 | PRG ADMINISTRATION |
| A221 | Alhambra-900 S. Fremont Ave.(Annex 3rd F | 9920 | PRG EVENT COORDINATION |
| A221 | Alhambra-900 S. Fremont Ave.(Annex 3rd F | 9930 | PRG PUBLIC EDUCATION |
| A222 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL |


| Location | Location Description | Sublocation | Sublocation Description |
| :---: | :---: | :---: | :---: |
| A222 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 7400 | AVI ADMINISTRATION |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Blds | 8800 | WW DIVISION - ADMINISTRATION |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 8810 | WW ADMINISTRATION \& BUDGETING |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldd | 8811 | WW DESIGN \& PROJECT MANAGEMENT- ADMIN |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Blds | 8812 | WW MAPPING \& RIGHT OF WAY |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 8813 | WW NEW WATER SERVICE PLAN CHECK |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 8814 | WW NORTH MAINTENANCE AREA ADMIN |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldd | 8815 | WW BILLING/BUDGETING/PROCUREMENT |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 8817 | WW WATER QUALITY ADMINISTRATION |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 8821 | WW WATER QUALITY MAINT \& OPERATION |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 8822 | WW PROJECT MANAGEMENT |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldd | 8824 | WW CAPITAL DESIGN |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 8825 | WW SPECIAL PROJ/BILLING/BUDGETING/MAPPI |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9100 | T\&L ADMINISTRATION |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9110 | T\&L TRAFFIC SYSTEMS ADM |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9111 | T\&L TRAFFIC SYSTEMS UNIT 1 |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9112 | T\&L TRAFFIC SYSTEMS UNIT 2 |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9113 | T\&L TRAFFIC SYSTEMS UNIT 3 |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Blds | 9120 | T\&L TRAFFIC DESIGN ADMINISTRATION |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Blds | 9121 | T\&L TRAFFIC DESIGN UNIT I |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9122 | T\&L TRAFFIC DESIGN UNIT 2 |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9123 | T\&L TRAFFIC DESIGN UNIT 3 |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9124 | T\&L TRAFFIC DESIGN UNIT 4 |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9125 | T\&L DETOURS |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9130 | T\&L TRAFFIC INVEST ADMINISTRATION |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9131 | T\&L TRAFFIC INVEST I |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9132 | T\&L TRAFFIC INVESTII |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9140 | T\&L TRAFFIC STUDIES ADMIN |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9141 | T\&L TRAFFIC STUDIES I |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9142 | T\&L TRAFFIC STUDIES II |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9143 | T\&L ACCIDENT ANALYSIS \& COUNTS |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9150 | T\&L STREET LIGHTING ADMINIS |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9151 | T\&L MAPPING \& BUDGET |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Blds | 9152 | T\&L LIGHTING DESIGN |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9160 | T\&L - TRAFFIC ADMINISTRATION |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9300 | BFM ADMINISTRATION |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9400 | SM SEWER ADMIN |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9410 | SM ADMIN \& OFFICE SUPP |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9410 | SM Administration \& Office Support |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9420 | SM FIELD OPER \& MAINT ADMIN |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9430 | SM OPERATIONS \& ENGINEERING - ADMIN |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9431 | SM PROCUREMENT, CLAIMS \& AP |
| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg | 9432 | SM DIRECT ASSESS RECORDS MAINT \& AR |



| Location | Location Description | Sublocation | Sublocation Description |
| :---: | :---: | :---: | :---: |
| C600 | Commerce - 2535 Commerce Way | 7900 | EPD ADMINISTRATION |
| C600 | Commerce - 2535 Commerce Way | 8582 | BSD EAST LOS ANGELES DISTRICT OFFICE |
| C700 | Compton-901 W. Alondra BI | 7400 | AVI COMPTON AIRPORT |
| C701 | Compton - Compton Crk near Greenleaf | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| C800 | Covina - 5100 Barranca Ave. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| C801 | Covina - 5400 Citrus Av | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| C802 | Covina - Walnut Crk above Puente Ave. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| C900 | Culver City-CHP Station 6300 Bristol | 9160 | T\&L - TRAFFIC ADMINISTRATION |
| C901 | Culver - 11200 West Culver Dr. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| C950 | Cypress - 4229 Garnet Ave. | 7813 | WRD-INSTRUMENTATION SUPPORT |
| D200 | Diamond Bar - 21418 Fountain Springs | 9441 | SM EAST \& CENTRAL PUMPING OPERATIONS |
| D400 | Dominguez - 19115 S. Reyes Ave. | 7813 | WRD-INSTRUMENTATION SUPPORT |
| D400 | Dominguez - 19115 S. Reyes Ave. | 7870 | WRD FINANCIAL/PROJECT MANAGEMENT |
| D601 | Downey - San Gabriel Rvr blw Florence | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| D602 | Downey-11282 S. Garfield Ave. (Hollydale Y | 7230 | PDD TRANSIT OPERATIONS ADMINISTRATION |
| D602 | Downey-11282 S. Garfield Ave. (Hollydale Y | 8132 | ASD WAREHOUSING |
| D602 | Downey-11282 S. Garfield Ave.(Hollydale Y | 8393 | SURVEY/MAPPING HOLLYDALE YARD |
| D602 | Downey-11282 S. Garfield Ave.(Hollydale Y | 8640 | RMD MD 4 ADMINISTRATION |
| D602 | Downey-11282 S. Garfield Ave.(Hollydale Y | 8643 | RMD BRIDGE MAINT FIELD |
| D602 | Downey-11282 S. Garfield Ave.(Hollydale Y | 8647 | RMD BRIDGE MAINT ENG \& INSPECTION |
| D602 | Downey-11282 S. Garfield Ave.(Hollydale Y | 8649 | RMD TREE OPERATIONS |
| D602 | Downey-11282 S. Garfield Ave.(Hollydale Y | 8664 | RMD OFFICE ENGINEERING |
| D602 | Downey-11282 S. Garfield Ave. (Hollydale Y | 8674 | RMD FIELD ENGINEERING |
| D602 | Downey-11282 S. Garfield Ave.(Hollydale Y | 8931 | DES STRUCTURES DESIGN I/RETROFIT |
| D602 | Downey-11282 S. Garfield Ave. (Hollydale Y | 9054 | Land Development PERMIT OFFICE 4 |
| D602 | Downey-11282 S. Garfield Ave. (Hollydale Y | F364 | ITD HOLLYDALE SHOP |
| D602 | Downey-11282 S. Garfield Ave.(Hollydale Y | F367 | ITD BODY SHOP |
| D602 | Downey-11282 S. Garfield Ave.(Hollydale Y | F368 | ITD NEW EQUIPMENT |
| D603 | Downey-11111 Brookshire Ave-City Hall Ph | 5711 | CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT |
| D800 | Duarte - Bradbury Chnnl belw Central | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| D801 | Duarte - 1600 Huntington Dr. | 8581 | BSD SAN GABRIAL VALLEY DISTRICT OFFICE |
| D802 | Duarte - San Gabriel Rvr @ Foothill B | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| E100 | Eagle Rock - 1201 West Blue Hill Rd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| E200 | E Los Angeles - 5119 E. Beverly Blvd. | 8582 | BSD EAST LOS ANGELES DISTRICT OFFICE |
| E300 | Echo Park - LA Rvr above Arroyo Seco | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| E500 | El Monte - Rio Hondo below Azusa Rd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| E501 | El Monte - Southland 3653 S. Rockwell Ave | 7230 | PDD - TRANSIT OPERATIONS VEHICLE |
| E502 | El Monte - San Gabriel River @ Parkwa | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| E503 | El Monte - San Gabriel Rvr @ Valley B | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| E504 | El Monte - 4233 N. Santa Anita | 7400 | AVI EL MONTE AIRPORT |
| E700 | El Segundo-231 Center St. | 7813 | WRD-INSTRUMENTATION SUPPORT |
| E701 | El Segundo-199 E. El Segundo (FMD Arer | 7813 | WRD-INSTRUMENTATION SUPPORT |
| E702 | El Segundo - 2155 E. El Segundo Blvd. | 7840 | WRD FACILITIES OPERATIONS ADMIN |
| E702 | El Segundo-2155 E. El Segundo Blvd. | 8733 | FMD - SUB YARD 83RD ST |


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| :---: | :---: | :---: | :---: |
| E703 | El Segundo-1935 S. Hughes Way | 5711 | CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT |
| F001 | Florence-2864 Mountain View Ave. | 9021 | CON-Hwy Inspection South |
| F300 | Fernwood - Topanga Cny \& Fernwd Pacfc | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| G400 | Glendale - Brand Park Station 449 | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| G401 | Glendale - Verdugo Wash @ Estelle Ave | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| G402 | Glendale - Below Victory Blve \& Allen | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| G500 | Giendora - Big Dalton Dam | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| G500 | Glendora - Big Dalton Dam | 8722 | FMD - LONGDEN YARD |
| G500 | Glendora - Big Dalton Dam | 8724 | FMD - SAN DIMAS YARD |
| G501 | Glendora - Glndra Mtn Rd \& Big Dalton | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| G502 | Glendora - East end of Saga St. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| G503 | Glendora-161 N. Valencia St. | 8618 | RMD ROAD DIV 518 |
| G700 | Gorman - 15 N , exit Gorman Rd, 200 yd | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| G701 | Gorman - 49530 Gorman Post Rd | 8656 | RMD ROAD DIV 556 |
| G800 | Gardena - 1717 162nd St., | 5711 | CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT |
| H100 | Hacienda Heights - 3073 Turnbull Cyn | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| H500 | Hawthorne-4455 W 126th St,City Hall Telep | 5711 | CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT |
| H800 | Hollywood Hills 90068 | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| 1200 | Industry - San Jose Creek 91745 | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| 1600 | Irwindale - 4600 Irwindale Ave. 91706 | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| 1601 | Irwindale-5050 N. Irwindale | 8581 | B\&S-SAN GABRIEL VALLEY DISTRICT OFFICE |
| 1602 | Irwindale-160 E. Longden Ave(Longden Mai | 7021 | CWCG CENTRAL WORK CONTROLS |
| 1602 | Irwindale-160 E. Longden Ave(Longden Mai | 7823 | WRD HYDROLOGIC DEVELOPMENT AND RECORDS |
| 1602 | Irwindale-160 E. Longden Ave(Longden Mai | 7832 | WRD DAMS INVESTIGATION |
| 1602 | Irwindale-160 E. Longden Ave(Longden Mai | 8132 | ASD WAREHOUSING |
| 1602 | Irwindale-160 E. Longden Ave(Longden Mai | 8394 | SURVEY/MAPPING LONGDEN YARD |
| 1602 | Irwindale-160 E. Longden Ave(Longden Mai | 8720 | FMD EAST MAINT AREA ADMIN |
| 1602 | Irwindale-160 E. Longden Ave(Longden Ma | 8721 | FMD SUPPORT SERVICES |
| 1602 | Irwindale-160 E. Longden Ave(Longden Mal | 8722 | FMD MAINT MAIN YARD LONGDEN |
| 1602 | Irwindale-160 E. Longden Ave(Longden Ma | 8722 | FMD MORRIS DAM |
| 1602 | Irwindale-160 E. Longden Ave(Longden Ma | 9032 | CON FLOOD INSPECTION EAST |
| 1602 | Irwindale-160 E. Longden Ave(Longden Ma | 9034 | CON SAFETY UNDERGROUND CREW |
| 1602 | Irwindale-160 E. Longden Ave(Longden Ma | 9042 | CON FLOOD INSPECTION EAST |
| 1602 | Irwindale-160 E. Longden Ave(Longden Mai | 9268 | Underground Encroachments |
| 1603 | Irwindale/SM East Yard - 2849 S. Myrt | 9424 | SM COLLECTION SYSTEM EAST |
| 1603 | Irwindale/SM East Yard-2849 S. Myrt | 9441 | SM EAST \& CENTRAL PUMPING OPERATIONS |
| 1604 | Irwindale - San Gabriel Canyon Spread | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| 1605 | Irwindale-Sn Gabriel Rv belw Sta. Fe Dam | 7840 | WRD - FACILITIES OPERATIONS ADMIN |
| 1606 | Irwindale - Sta Fe Chnnl belw Sta Fe | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| 1607 | Irwindale - North End Santa Fe Dam | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| 1608 | Irwindale-16102 Arrow Hwy | 5711 | CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT |
| 1800 | Inglewood- 1 Manchester Blvd City Hall Net | 5711 | CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT |
| L000 | Flintridge - City of La Canada | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L001 | La Canada-Flintridge -1327 Foothill B | 8581 | BSD SAN GABRIEL VALLEY DISTRICT OFFICE |


| Location | Location Description | Sublocation | Sublocation Description |
| :---: | :---: | :---: | :---: |
| L002 | Flintridge - 701 Saint Katherine Dr. | 7840 | WRD - INSTRUMENTATION SUPPORT |
| L050 | La Crescenta - 4628 Briggs St | 8713 | FMD MAINT SUB YARD PICKENS |
| L051 | La Crescenta - 3916 Dunsmore | 8614 | RMD ROAD DIV 514 |
| L100 | La Habra Heights - 1271 Hacienda Blvd | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L128 | Hall of Justice-315 North Spring Street | 9700 | PMD II - Project Management II - Administration |
| L150 | La Mirada - 14758 Alondra Blvd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L151 | La Mirada-13700 S. La Mirada Blvd. | 8572 | BSD SOUTH WHITTIER DISTRICT OFFICE |
| L200 | La Mirada Hills - 16105 E. Alicante R | 9441 | SM EAST \& CENTRAL PUMPING OPERATIONS |
| L250 | La Puente-16005 E. Central Ave. | 7900 | EPD ADMINISTRATION |
| L250 | La Puente - 16005 E. Central Ave. | 8578 | BSD LA PUENTE DISTRICT OFFICE |
| L251 | La Puente - 14959 E. Proctor | 8616 | RMD ROAD DIV 116/416 |
| L300 | La Tuna Canyon Rd. Between 8500 \& 9200 | 7840 | WRD FACILITIES OPERATIONS ADMIN |
| L350 | La Verne - 1615 McKinley Ave. | 7400 | AVI BRACKETT FIELD |
| L351 | La Verne-Puddngstne Divrsn @ Sn Dms W | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L352 | LaVerne - 3331 San Dimas Canyon Rd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L352 | LaVerne - 3331 San Dimas Canyon Rd. | 8722 | FMD SAN DIMAS DAM |
| L352 | LaVerne - 3331 San Dimas Canyon Rd. | 8724 | FMD - SAN DIMAS YARD |
| L353 | La Verne - 1800 San Dimas Canyon | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L400 | Lake Hughes - 17201 Elizabeth Lake Rd | 9444 | SM WASTEWATER TREATMENT PLANT OPERATION |
| L401 | Lake Hughes - 42220 N. Lake Hughes Rd | 8659 | RMD MOUNTAIN OPER - CAMP MENDENHAL |
| L450 | Lakewood - 5050 N. Clarke Ave | 8572 | BSD SOUTH WHITTIER DISTRICT OFFICE |
| L500 | Lancaster - 50000 N. 190th St. West | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L501 | Lancaster - 45122 70th St. East | 8655 | RMD ROAD DIV 555 |
| L502 | Lancaster - 11337 East Avenue C | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L503 | Lancaster - Ave. E, bet 110th \& 120th | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L504 | Lancaster - 1224 East Avenue E | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L505 | Lancaster - 4555 W . Ave G | 7400 | AVI FOX AIRFIELD |
| L506 | Lancaster - 17341 E. Avenue J | 8655 | RMD ROAD DIV 555 |
| L507 | Lancaster - 6612 East Avenue K | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L508 | Lancaster - 335A E. Avenue K-6 | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L508 | Lancaster - 335A E. Avenue K-6 | 7900 | EPD ADMINISTRATION |
| L508 | Lancaster - 335A E. Avenue K-6 | 8577 | BSD ANTELOPE VALLEY DISTRICT OFFICE |
| L509 | Lancaster - 260 East Ave. K-8 | 8820 | WW NORTH MAINT OPERATIONS |
| L509 | Lancaster - 260 East Ave. K-8 | 8853 | WW NORTH PUMPING OPERATIONS |
| L510 | Lancaster - CHP Station 2041 West Ave | 9160 | T\&L - TRAFFIC ADMINISTRATION |
| L511 | Lancaster/SM N. Yd-45712 N. Divisio | 9423 | SM COLLECTION SYSTEM NORTH |
| L511 | Lancaster/SM N. Yd-45712 N. Divisio | 9442 | SM SOUTH PUMPING OPERATIONS |
| L511 | Lancaster/SM N. Yd - 45712 N. Divisio | 9443 | SM North-West Pumping \& Treatment Plant Mech Operations |
| L512 | Lancaster - 16856 E. Ave. G (G168) | 7840 | WRD FACILITIES OPERATIONS ADMIN |
| L513 | Lancaster-335 East Avenue I | 9600 | PMD I - Project Management I- Administration |
| L550 | Lawndale - 4055 W. Marine Av | 8632 | RMD ROAD DIV 232/432 |
| L551 | Lawndale, 14717 S. Burin Ave., 90260 | 8589 | BSD- Southwest District Office |
| L600 | Lewis Ranch - Valyermo E. of Pallet C | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L650 | Littlerock - 8505 E . Avenue T | 8658 | RMD ROAD DIV 558 |

LOCATION

| Location | Location Description | Sublocation | Sublocation Description |
| :---: | :---: | :---: | :---: |
| L700 | Lomita - 24320 S. Narbonne Ave. | 7900 | EPD ADMINISTRATION |
| L700 | Lomita - 24320 S. Narbonne Ave. | 7913 | EPD INSPECTION |
| L700 | Lomita - 24320 S. Narbonne Ave. | 7943 | EPD PROG DEVELOP GROUP II |
| L700 | Lomita - 24320 S. Narbonne Ave. | 8574 | BSD LOMITA DISTRICT OFFICE ONLY |
| L701 | Lomita - 24200 Walnut St., CA 90717 | 7840 | WRD FACILITIES OPERATIONS ADMIN |
| L702 | Lomita - 24309 Walnut St. | 8632 | RMD ROAD DIV 232/432 |
| L750 | Long Beach, S. of 226th St. | 7813 | WRD-INSTRUMENTATION SUPPORT |
| L751 | Long Beach - 17th St. \& San Francisco | 7813 | WRD-INSTRUMENTATION SUPPORT |
| L752 | Long Beach - 1450 W. 9th St. | 7813 | WRD-INSTRUMENTATION SUPPORT |
| L753 | Long Beach - 21718 So. Alameda St. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L754 | Long Beach - Anheim Rd \& Studebker Rd | 7813 | WRD-INSTRUMENTATION SUPPORT |
| L755 | Long Beach - 5871 Appian Way 90803 ( FM | 7813 | WRD-INSTRUMENTATION SUPPORT |
| L756 | Long Beach - 222 Claremont Ave. 90803 (F | 7813 | WRD-INSTRUMENTATION SUPPORT |
| L757 | Long Beach - Coyote Crk @ Spring St | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L758 | Long Beach - 1100 Deforest Ave. | 7813 | WRD-INSTRUMENTATION SUPPORT |
| L759 | Long Beach - 500 W. Del Amo Blvd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L760 | Long Beach - 1810 N. Gaviota Ave. | 7813 | WRD-INSTRUMENTATION SUPPORT |
| L760 | Long Beach - 1810 N. Gaviota Ave. | 7870 | WRD FINANCIAL/PROJECT MANAGEMENT |
| L760 | Long Beach - 1810 N. Gaviota Ave. | 8731 | FMD HAMILTON BOWL PUMPING PLANT |
| L761 | Long Beach - 600 S. Golden Shores | 7813 | WRD-INSTRUMENTATION SUPPORT |
| L762 | Long Beach - 950 W. Hill St. | 7813 | WRD-INSTRUMENTATION SUPPORT |
| L763 | Long Beach - 881 Iroquois Av | 7813 | WRD-INSTRUMENTATION SUPPORT |
| L763 | Long Beach - 881 Iroquois Av | 7846 | WRD SEAWATER BARRIER OPERATIONS |
| L763 | Long Beach - 881 Iroquois Av | 7870 | WRD FINANCIAL/PROJECT MANAGEMENT |
| L763 | Long Beach - 881 Iroquois Av | 8731 | FMD ALAMITOS YD SUPPORT SERVICES |
| L763 | Long Beach - 881 Iroquois Av | 8734 | FMD ALAMITOS YARD |
| L764 | Long Beach - LA River @ Wardlow | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L765 | N. Long Beach - LA River below Del Am | 8731 | FMD DOMINGUEZ PUMPING PLANT |
| L766 | Long Beach - 190 West Market St. | 7813 | WRD-INSTRUMENTATION SUPPORT |
| L767 | Long Beach - 5425 Ocean Blvd. 90803 (FM | 7813 | WRD-INSTRUMENTATION SUPPORT |
| L768 | Long Beach - 7200 Spring St. | 7813 | WRD-INSTRUMENTATION SUPPORT |
| L769 | Long Beach - 502 W . Willow | 9030 | CON CONTRACT INSPECTION II |
| L770 | Long Beach - 801 Termino Ave. 90804 | 9023 | CON - Termino Ave Drain |
| L800 | Los Alamitos - 3300 Cerritos Ave. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L850 | Los Angeles - WLCAC 800 E .111 th PI. | 7230 | PDD - TRANSIT OPERATIONS VEHICLE |
| L851 | Los Angeles/SM S. Yard - 1129 E. 59th | 9422 | SM COLLECTION SYSTEM SOUTH |
| L851 | Los Angeles/SM S. Yard - 1129 E. 59th | 9442 | SM SOUTH PUMPING OPERATIONS |
| L852 | Los Angeles -5520 W. 83rd St. | 8733 | FMD MAINT SUB YARD 83RD |
| L853 | Westchester - 5530 W .83 rd St. | 8132 | ASD WAREHOUSING |
| L853 | Westchester - 5530 W .83 rd St. | 8630 | RMD MD 3 ADMINISTRATION |
| L853 | Westchester - 5530 W .83 rd St. | 8631 | RMD TREE OPERATIONS |
| L853 | Los Angeles - 5530 W. 83rd St. | 8633 | RMD ROAD DIV 233/333/433 |
| L853 | Westchester - 5530 W .83 rd St. | 8663 | RMD OFFICE ENGINEERING |
| L853 | Westchester-5530 W. 83rd St. | 8673 | RMD FIELD ENGINEERING |

## LOCATION

| Location | Location Description | Sublocation | Sublocation Description |
| :---: | :---: | :---: | :---: |
| L853 | Westchester - 5530 W. 83rd St. | 9263 | Permit Office No. 3 |
| L853 | Westchester - 5530 W. 83rd St. | F363 | ITD WESTCHESTER SHOP |
| L854 | Los Angeles - 2120 E. 90th St. | 8641 | RMD ROAD DIV 141/241 |
| L855 | Los Angeles-1525 Alcazar Street(Alcazar Y | 5711 | CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT |
| L855 | Los Angeles-1525 Alcazar Street(Alcazar Y | 7131 | DSG DISASTER SERVICES GROUP |
| L855 | Los Angeles-1525 Alcazar Street(Alcazar Y | 7711 | OSD MAINTENANCE \& REPAIR SERVICE |
| L855 | Los Angeles-1525 Alcazar Street(Alcazar Y | 7716 | OSD PLUMBING SHOP |
| L855 | Los Angeles-1525 Alcazar Street(Alcazar Y | 7717 | OSD HVAC SHOP |
| L855 | Los Angeles-1525 Alcazar Street(Alcazar Y: | 7718 | OSD CARPENTER \& LOCKSMITH |
| L855 | Los Angeles-1525 Alcazar Street(Alcazar Y: | 7720 | OSD TECHNICAL SERVICES ADMINIS |
| L855 | Los Angeles-1525 Alcazar Street(Alcazar Y: | 7721 | OSD CIVIL ENGINEERING |
| L855 | Los Angeles-1525 Alcazar Street(Alcazar Y: | 7722 | OSD SIGNING \& MARKING |
| L855 | Los Angeles-1525 Alcazar Street(Alcazar Y: | 7723 | OSD ELECTRICAL ENGINEERING |
| L855 | Los Angeles-1525 Alcazar Street(Alcazar Y | 7724 | OSD ELECTRICAL UNIT |
| L855 | Los Angeles-1525 Alcazar Street(Alcazar Y: | 8132 | ASD WAREHOUSING |
| $\llcorner 855$ | Los Angeles-1525 Alcazar Street(Alcazar Y: | F370 | ITD TRANSPORTATION |
| L856 | Los Angeles-1537 Alcazar Street(Lab) | 5711 | CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT |
| L856 | Los Angeles-1537 Alcazar Street(Lab) | 8132 | ASD WAREHOUSING |
| L856 | Los Angeles-1537 Alcazar Street(Lab) | 8470 | GMED MATERIALS ANAL \& LAB ADMIN |
| L856 | Los Angeles-1537 Alcazar Street(Lab) | 8473 | GMED MATL QA/PLANT INSPECTION |
| L856 | Los Angeles-1537 Alcazar Street(Lab) | 8474 | GMED FIELD TESTING \& SAMPLING |
| L856 | Los Angeles-1537 Alcazar Street(Lab) | 8475 | GMED GEOTECHNICAL LAB |
| L856 | Los Angeles-1537 Alcazar Street(Lab) | 8476 | GMED GENERAL TESTING LAB |
| L857 | Los Angeles-2275 Alcazar Street | 7710 | OSD FACILITIES MGMT GROUP ADMIN. |
| L857 | Los Angeles-2275 Alcazar Street | 7711 | OSD MAINTENANCE \& REPAIR SERVICE |
| L857 | Los Angeles-2275 Alcazar Street | 7715 | OSD PAINTING |
| L857 | Los Angeles-2275 Alcazar Street | 7716 | OSD PLUMBING SHOP |
| L857 | Los Angeles-2275 Alcazar Street | 7717 | OSD HVAC SHOP |
| L857 | Los Angeles-2275 Alcazar Street | 7718 | OSD CARPENTER \& LOCKSMITH |
| L857 | Los Angeles-2275 Alcazar Street | 7719 | OSD-Welding And Sheet Metal |
| L857 | Los Angeles-2275 Alcazar Street | 8132 | ASD WAREHOUSING |
| $\llcorner 857$ | Los Angeles-2275 Alcazar Street | F366 | ITD CENTRAL YARD SHOP |
| L858 | Los Angeles - 410 Ducommun St. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L859 | Los Angeles - 1660 Eastlake Ave. | 7601 | SD-Equipment Shop |
| L860 | Los Angeles - Park \& Rec 360 West El Seg | 7230 | PDD - TRANSIT OPERATIONS VEHICLE |
| L861 | Los Angeles - 4304 Eugene St. | 8642 | RMD ROAD DIV 142 |
| L862 | Los Angeles - Southland 3201 S.Hooper | 7230 | PDD - TRANSIT OPERATIONS VEHICLE |
| L863 | LA - 10000 W. Pco Rvra BI, Hillcrst Club | 7840 | WRD - FACILITIES OPERATIONS ADMIN |
| L864 | Los Angeles - 701 Stone Canyon Rd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L865 | Los Angeles - 4030 Tujunga Ave. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| L866 | Los Angeles - PCA 4975 Valley Blvd | 7230 | PDD - TRANSIT OPERATIONS VEHICLE |
| L867 | Los Angeles - 855 N Vermont Avenue | 7840 | WRD FACILITIES OPERATIONS ADMIN |
| $\llcorner 868$ | Los Angeles - 1320 West Imperial Highway | 8574 | BSD LOMITA DISTRICT OFFICE ONLY |
| L868 | Los Angeles - 1320 West Imperial Highway | 8589 | BSD- Southwest District Office |


| Location | Location Description | Sublocation | Sublocation Description |
| :---: | :---: | :---: | :---: |
| L869 | Los Angeles - 4801 East 3rd St | 7910 | EPD-Industrial Waste/Underground Tank/SW |
| L869 | Los Angeles - 4801 East 3rd St | 8582 | BSD EAST LOS ANGELES DISTRICT OFFICE |
| L870 | Los Angeles - 777 W. Washington Blvd | 9160 | T\&L - TRAFFIC ADMINISTRATION |
| L871 | Los Angeles- 3445 Medford St. 90063 | 7230 | PDD - TRANSIT OPERATIONS VEHICLE |
| $\underline{L 872}$ | Los Angeles-12915 Jarvis Ave, 90061 | 7230 | PDD - TRANSIT OPERATIONS VEHICLE |
| L874 | Los Angeles, 7600 Graham Ave, CA 9001 (! | 7230 | PDD TRANSIT OPERATIONS ADMIN |
| L875 | Los Angeles -12021 S. Wilmington Ave. (M) | 9600 | PMD I ADMINISTRATION |
| L876 | Los Angeles - 1320 North Eastern Avenue ( | 7111 | ITD Telecommunication |
| L877 | Los Angeles- Trans Core 626 Wilshire B\| 8 | 5711 | CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT |
| L878 | Los Angeles-4532 Whittier Blvd., Suite 200 | 9041 | CON-Highway Inspection East |
| L879 | Los Angeles-1200 North State Street. Roor | 9600 | PMD I - Project Management I - Administration |
| L900 | West Bank L.A. River/105 Fwy. | 7813 | WRD-INSTRUMENTATION SUPPORT |
| L901 | Los Angeles-1060 N. Eastern Ave. | 9700 | PMD II - Project Management II - Administration |
| M000 | Malibu - 23533 W. Civic Center | 8818 | WW SOUTH MAINT AREA ADMIN |
| M000 | Malibu - 23533 W. Civic Center | 8819 | WW SOUTH MAINT OPERATIONS |
| M000 | Malibu - 23533 W. Civic Center | 8851 | WW PUMPING OPERATIONS ADMIN |
| M000 | Malibu - 23533 W. Civic Center | 8852 | WW SOUTH PUMPING OPERATIONS |
| M000 | Malibu - 23533 W. Civic Center | 9444 | SM WASTEWATER TREATMENT PLANT OPERATION |
| M001 | Malibu - Los Angeles County 90265 | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| M002 | Malibu - 3863 Malibu Country Rd. | 9442 | SM SOUTH PUMPING OPERATIONS |
| M002 | Malibu - 3863 Malibu Country Rd. | 9444 | SM MALIBU MESA WASTEWATER TREATMENT |
| M003 | Malibu - 6338 Paseo Canyon Dr. | 9444 | SM TRANCAS WASTEWATER TREATMENT |
| M004 | Malibu - 20545 Roca Chica Dr. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| M005 | Malibu - 3800 Topanga Canyon | 8818 | WW SOUTH MAINT AREA ADMIN |
| M005 | Malibu - 3800 Topanga Canyon | 8819 | WW SOUTH MAINT OPERATIONS |
| M006 | Malibu - 3620 Vista Pacifica St. | 9444 | SM WASTEWATER TREATMENT PLANT OPERATION |
| M007 | Malibu - 3637 Winter Canyon Rd. | 8636 | RMD ROAD DIV 336 |
| M008 | Marina Del Rey - 4216 Admiralty Way | 9030 | CON-Contract Administration II |
| M100 | Manhattan Beach - 1611 Manhattan Bch | 7813 | WRD-INSTRUMENTATION SUPPORT |
| M600 | Monrovia - 1300 N. Canyon Blvd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| M601 | Monrovia - 475 North Canyon Blvd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| M602 | Monrovia - 2230 N. Santa Anita Av | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| M602 | Monrovia - 2230 N. Santa Anita Av | 8722 | FMD SUPPORT SERVICES SANTA ANITA DAM |
| M603 | Monrovia - West Fork, San Gabriel Cyn | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| M603 | Monrovia - West Fork, San Gabriel Cyn | 8722 | FMD COGSWELL DAM |
| M650 | Montebello - Rt side of Buff Rd \& Min | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| M651 | Montebello - Rio Hondo above Sn Gabrl | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| M652 | Montebello - 353 S. Van Norman Rd | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| M652 | Montebello - 353 S. Van Norman Rd | 8732 | FMD RIO HONDO SPREADING GROUNDS |
| M652 | Montebello - 353 S. Van Norman Rd | 8736 | FMD RIO HONDO SPREADING GROUNDS |
| M700 | Monte Nido - Malibu Crk belw Cold Cre | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| M750 | Mtry Pk-4700 Ramona BI. SH,Ctret Law Bur | 9250 | LDD GRAFFITI MANAGEMENT |
| M751 | Mtry Prk - 1601 Corporate Center Dr-CHP | 9160 | T\&L - TRAFFIC ADMINISTRATION |
| N200 | Newhall - San Fernando Rd@ 15th St. | 7840 | WRD - FACILITY OPERATIONS ADMIN |

LOCATION


## LOCATION

| Location | Location Description | Sublocation | Sublocation Description |
| :---: | :---: | :---: | :---: |
| S700 | South Gate-5525 E. Imperial Hwy (Imperial | 8731 | FMD SUPPORT SERVICES |
| S700 | South Gate-5525 E. Imperial Hwy (Imperial | 8732 | FMD MAINT MAIN YARD IMPERIAL |
| S700 | South Gate-5525 E. Imperial Hwy(Imperial I | 9032 | CON FLOOD INSPECTION EAST |
| S701 | South Gate - LA River below Firestone | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| S702 | South Gate - Rio Hndo above Stewart G | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| S800 | Sunland -809 Big Tujunga Canyon Rd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| S800 | Sunland - 809 Big Tujunga Canyon Rd. | 8700 | FMD BIG TUJUNGA DAM |
| S800 | Sunland - 809 Big Tujunga Canyon Rd. | 8711 | FMD HANSEN SPREADING GROUNDS |
| S800 | Sunland -809 Big Tujunga Canyon Rd. | 9043 | CON - Big Tujunga Dam |
| S801 | Sunland - North end of Haines Canyon | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| S850 | Sun Valley - Arleta Avenue 91352 | 7840 | WRD FACILITIES OPERATIONS ADMIN |
| S851 | Sun Valley - 10010 Glenoaks Blvd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| S851 | Sun Valley - 10010 Glenoaks Blvd. | 8711 | FMD HANSEN SPREADING GROUNDS |
| S852 | Sun Valley-10179 Glenoaks Blvd(Hansen M | 7832 | WRD DAMS INVESTIGATION |
| S852 | Sun Valley-10179 Glenoaks Blvd(Hansen M | 8132 | ASD WAREHOUSING |
| S852 | Sun Valley-10179 Glenoaks Blvd(Hansen M | 8710 | FMD WEST MAINT AREA ADMIN |
| S852 | Sun Valley-10179 Glenoaks Blvd(Hansen M | 8711 | FMD SUPPORT SERVICES |
| S852 | Sun Valley-10179 Glenoaks Blvd(Hansen M | 8712 | FMD MAIN YARD HANSEN |
| S853 | San Fernando-Big Tujunga Spreading Gr-9 | 7840 | WRD FACILITIES OPERATIONS ADMIN |
| S853 | San Fernando-Big Tujunga Spreading Gr-9 | 8711 | FMD BIG TUJUNGA SPREADING GROUNDS |
| S854 | Sun Valley - 12450 Sheldon St. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| S855 | Sun Valley - 8133 Vineland Ave | 7310 | WMD-Watershed Data Management |
| S900 | Sylmar - Gladstone Ave. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| S901 | Sylmar - 14445 Olive View Drive | 9500 | AED - ADMINISTRATION |
| S902 | Sylmar-13400 Bucher Ave, 91342 | 7840 | WRD FACILITIES OPERATIONS ADMIN |
| 5950 | Studio City, L.A. River at Tujunga Ave., 916 | 7310 | WMD WATERSHED ENG MAP \& FEMA |
| T100 | Temple City - 5213 Encinita Ave. | 8619 | RMD ROAD DIV 519 |
| T100 | Temple City - 5213 Encinita Ave. | 9042 | CON FLOOD INSPECTION EAST |
| T101 | Temple City - 10760 Grand Ave. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| T102 | Temple City - 9701 Las Tunas Drive | 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL |
| T102 | Temple City - 9701 Las Tunas Drive | 8581 | BSD SAN GABRIEL VALLEY DISTRICT OFFICE |
| T500 | Topanga Canyon - 2 mi N of Topanga Cy | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| T600 | Torrance - 1000 W . Carson | 9620 | PMD I HEALTH PROJECTS |
| T601 | Torrance - 23500 Hawthorne Ave. | 7813 | WRD-INSTRUMENTATION SUPPORT |
| T602 | Torrance -S.of Sharynne Lane \& Doris | 7813 | WRD-INSTRUMENTATION SUPPORT |
| T603 | Torrance -19700 Hamilton Ave-CHP Station | 9160 | T\&L - TRAFFIC ADMINISTRATION |
| U100 | Universal City - 100 Universal City P | 8586 | BSD UNIVERSAL DISTRICT OFFICE |
| V000 | Valencia - 28755 Castiac Canyon Rd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| V001 | Valencia - 23757 W. Valencia Blvd. | 7900 | EPD ADMINISTRATION |
| V001 | Valencia - 23757 W. Valencia Blvd. | 7910 | EPD-Industrial Waste/Underground Tank/SW |
| V001 | Valencia -23757 W. Valencia Blvd. | 8583 | BSD SANTA CLARITA VALLEY DISTRICT OFFICE |
| V001 | Valencia - 23757 W. Valencia Blvd. | 9262 | Permit Office No. 2 |
| V001 | Valencia - 23757 W. Valencia Blvd. | 9265 | Permit Office No. 5 |
| V002 | Valencia - 28648 The Old Rd -CHP Station | 9160 | T\&L - TRAFFIC ADMINISTRATION |

EXHIBIT G



R400


| 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL | Cindy Nguyen |
| :--- | :--- | :--- |
| 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL | Cindy Nguyen |
| 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL | Cindy Nguyen |
| 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL | Cindy Nguyen |
| 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL | Cindy Nguyen |
| 5715 | CHIEF INFORMATION OFFICE-INVENTORY CONTROL | Cindy Nguyen |
| 5720 | CIO /ITD - TECHNOLOGY PLANNING \& GOVERNANCE -ADMIN | Cindy Nguyen |
| 5721 | CIO /ITD - PROJECT MANAGEMENT | Cindy Nguyen |
| 5723 | CIO /ITD - CONTRACTS | Cindy Nguyen |
| 5724 | CIO /ITD - PROCUREMENT \& BUDGET | Cindy Nguyen |
| 5730 | CHIEF INFORMATION OFFICE - SYSTEMS AND APPLICATIONS - ADMIN | Cindy Nguyen |
| 5730 | CIO /ITD - SYSTEM \& APPLICATIONS - ADMIN | Cindy Nguyen |
| 5731 | CIO /ITD PERMITS \& LAND / ASSET MGMT / HUMAN RES / WEB SRVS | Cindy Nguyen |
| 5731 | COnference Rm. A | Cindy Nguyen |
| 5732 | CHIEF INFORMATION OFFICE- DATABASE / FINANCIAL -ADMIN | Cindy Nguyen |
| 5732 | CHIEF INFORMATION OFFICE-DATABASE / FINANCIAL -ADMIN | Cindy Nguyen |
| 5732 | CHIEF INFORMATION OFFICE- DATABASE / FINANCIAL -ADMIN | Cindy Nguyen |
| 5732 | CHIEF INFORMATION OFFICE- DATABASE / FINANCIAL -ADMIN | Cindy Nguyen |
| 5733 | CIO / ITD ENGINEERING SYSTEM ADMIN / GIS / CADD | Cindy Nguyen |
| 5734 | CHIEF INFORMATION OFFICE- BUSINESS SUPPORT GROUP | Cindy Nguyen |
| 7001 | ADM DIRECTOR PUBLIC WORKS | Minerva Gonzalez |







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$\stackrel{\Gamma}{\underset{\sim}{x}}$ A211
PROPERTY CUSTODIAN BY SUB LOCATION FOR FIXED ASSET EQUIPMENT
Alnambra-900 S. Fremont Ave.(11th
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| AVI EL MONTE AIRPORT |
| AVI BRACKETT FIELD |
| AVI FOX AIRFIELD |
| AVI WHITEMAN AIRPORT |


Alhambra-900 S. Fremont Ave.(9th


## PROPERTY CUSTODIAN BY SUB LOCATION FOR FIXED ASSET EQUIPMENT


PROPERTY CUSTODIAN BY SUB LOCATION FOR FIXED ASSET EQUIPMENT

| E701 | El Segundo - 199 E . El Segundo (FMD Arena Pumping Plant) |
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| L.750 | Long Beach, S. of 226th St. |
| L751 | Long Beach - 17th St. \& San Francisco |
| L752 | Long Beach - 1450 W. 9th St. |
| L754 | Long Beach - Anheim Rd \& Studebker Rd |
| L755 | Long Beach - 5871 Appian Way 90803 FMD Appian Wy Pmp PInt) |
| $L 756$ | Long Beach - 222 Claremont Ave. 90803 (FMD Belmont Pmp PInt) |
| L758 | Long Beach - 1100 Deforest Ave. |
| L760 | Long Beach - 1810 N. Gaviota Ave. |
| L761 | Long Beach - 600 S. Golden Shores |
| $L 762$ | Long Beach - 950 W. Hill St. |
| L763 | Long Beach - 881 Iroquois Av |
| L766 | Long Beach - 190 West Market St. |
| L767 | Long Beach - 5425 Ocean Blvd. 90803 (FMD Alamitos Pmp Plnt) |
| L768 | Long Beach - 7200 Spring St. |
| L900 | West Bank L.A. River/105 Fwy. |
| M100 | Manhattan Beach - 1611 Manhattan Bch |
| Q300 | Paramount - 6301 72nd St. |
| Q401 | Pasadena - 2986 New York Dr. |
| Q503 | Pico Rivera - N. Slauson Ave. E/B Rio Hondo Channel |
| T601 | Torrance - 23500 Hawthorne Ave. |
| T602 | Torrance -S.of Sharynne Lane \& Doris |
| V700 | Venice - 314 Brooks Ave. |
| V701 | Venice-581 Washington St. |
| A202 | Alhambra-900 S. Fremont Ave. (2nd Floor) |
| A202 | Alhambra-900 S. Fremont Ave.(2nd Floor) |
| A202 | Alhambra-900 S. Fremont Ave.(2nd Floor) |
| A202 | Alhambra-900 S. Fremont Ave.(2nd Floor) |

EXHIBIT H

| WRD HYDROLOGIC DEVELOPMENT AND RECORDS | Patricia Murillo |
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| WRD HYDROLOGIC DEVELOPMENT AND RECORDS | Patricia Murillo |
| WRD HYDROLOGIC SYSTEMS INFO LIAISON | Patricia Murillo |
| WRD HYDROLOGIC DATA/EDP | Patricia Murillo |
| WRD DATA ACQUISITION/BLUE ROOM | Patricia Murillo |
| WRD DAM SAFETY ADMIN | Patricia Murillo |
| WRD PROJECT MANAGEMENT | Patricia Murillo |
| WRD PROGRAM DEVELOPMENT | Patricia Murillo |
| WRD DAMS INVESTIGATION | Patricia Murillo |
| WRD DAMS INVESTIGATION | Patricia Murillo |
| WRD - FACILITY OPERATIONS ADMIN | Patricia Murillo |
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## PROPERTY CUSTODIAN BY SUB LOCATION FOR FIXED ASSET EQUIPMENT


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| Claremont - 5000 Webb Canyon Rd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
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| Compton - Compton Crk near Greenleaf | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Covina - 5100 Barranca Ave. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Covina - 5400 Citrus Av | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Covina - Walnut Crk above Puente Ave. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Culver - 11200 West Culver Dr. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Downey - San Gabriel Rvr blw Florence | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Duarte - Bradbury Chnnl belw Central | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Duarte - San Gabriel Rvr @ Foothill B | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Eagle Rock - 1201 West Blue Hill Rd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Echo Park - LA Rvr above Arroyo Seco | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| El Monte - Rio Hondo below Azusa Rd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| EI Monte - San Gabriel River @ Parkwa | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| El Monte - San Gabriel Rvr @ Valley B | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| El Segundo - 2155 E. El Segundo Blvd. | 7840 | WRD FACILITIES OPERATIONS ADMIN |
| Fernwood - Topanga Cny \& Fernwd <br> Pacfc | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Glendale - Brand Park Station 449 | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Glendale - Verdugo Wash @ Estelle <br> Ave | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Glendale - Below Victory Blve \& Allen | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Glendora - Big Dalton Dam | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Glendora - GIndra Mtn Rd \& Big Dalton | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Glendora - East end of Saga St. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Gorman - 15 N, exit Gorman Rd, 200 yd | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Hacienda Heights - 3073 Turnbull Cyn | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Hollywood Hills 90068 | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Industry - San Jose Creek 91745 | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Irwindale - 4600 Irwindale Ave. 91706 | 7840 | WRD - FACILITY OPERATIONS ADMIN |



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## PROPERTY CUSTODIAN BY SUB LOCATION FOR FIXED ASSET EQUIPMENT

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PROPERTY CUSTODIAN BY SUB LOCATION FOR FIXED ASSET EQUIPMENT

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PROPERTY CUSTODIAN BY SUB LOCATION FOR FIXED ASSET EQUIPMENT

| Rosemead - 8809 Glendon Way | 7840 | WRD - FACILITY OPERATIONS ADMIN |
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| Rosemead - 9700 East Loftus St. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Rosemead-Rio Hondo Channel Below Garvey Ave. 91770 | 7840 | WRD FACILITIES OPERATIONS ADMIN |
| San Dimas - 1000 Block S. San Dimas A | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| San Gabriel - 8629 Duarte Rd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Santa Clarita-15 N, Rt on Magic Mtn P | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Santa Clarita - Soledad Canyon Rd. | 7840 | WRD FACILITIES OPERATIONS ADMIN |
| Saugus-150' N of 32300 N. Sn Frncsqto | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Sierra Madre - 900 Brookside Lane | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Sierra Madre - N. of 600 E. Sierra Ma | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Signal Hill - 2175 Cherry Ave. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| South Gate - LA River below Firestone | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| South Gate - Rio Hndo above Stewart G | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Sunland - 809 Big Tujunga Canyon Rd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Sunland - North end of Haines Canyon | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Sun Valley - Arleta Avenue 91352 | 7840 | WRD FACILITIES OPERATIONS ADMIN |
| Sun Valley - 10010 Glenoaks Blvd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| San Fernando-Big Tujunga Spreading Gr-9089 Laurel | 7840 | WRD FACILITIES OPERATIONS ADMIN |
| Sun Valley - 12450 Sheldon St. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Sylmar - Gladstone Ave. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Syimar-13400 Bucher Ave, 91342 | 7840 | WRD FACILITIES OPERATIONS ADMIN |
| Temple City - 10760 Grand Ave. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Topanga Canyon - 2 mi N of Topanga Cy | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Valencia - 28755 Castiac Canyon Rd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Valyermo - 8 mi up Big Rock Creek | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Valyermo - 30800 Valyermo Rd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| Ventura Cnty - Bell Canyon, 91304 | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| City of Watts - LA 96th @ Central (Watts Community) | 7840 | WRD FACILITIES OPERATIONS ADMIN |
| West Covina - 19500 Grand Ave. | 7840 | WRD - FACILITY OPERATIONS ADMIN |
| West Hills - 6780 Valley Circle Blvd. | 7840 | WRD - FACILITY OPERATIONS ADMIN |

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PROPERTY CUSTODIAN BY SUB LOCATION FOR FIXED ASSET EQUIPMENT
Whittier - 3888 Workman Mill

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| WRD - FACILITY OPERATIONS ADMIN |
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| WRD GROUNDWATER RECHARGE MAINT |
| WRD GROUNDWATER RECHARGE OPER |
| WRD FIELD OPERATIONS |
| WRD SEAWATER BARRIER OPERATIONS |
| WRD SEAWATER BARRIER OPERATIONS |
| WRD FINANCIAL/PROJECT MANAGEMENT |
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| WRD FINANCIALPRROJECT MANAGEMENT |
| ITD STORAGE - ENVIRONMENTAL PROGRAMS DIV |
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Page 18 of 39
PROPERTY CUSTODIAN BY SUB LOCATION FOR FIXED ASSET EQUIPMENT

| FIS-PO Payments - Invoice Control Team | Jennell E. Linan |
| :---: | :---: |
| FIS REVENUE MANAGEMENT ADMIN | Jennell E. Linan |
| FIS CASHIER | Jennell E. Linan |
| FIS CASHIER | Jennell E. Linan |
| FIS RECONCILIATION | Jennell E. Linan |
| FIS TRUST \& REVENUE | Jennell E. Linan |
| FIS ACCOUNTING SYS ADMIN | Jennell E. Linan |
| FIS-Records Retention | Jennell E. Linan |
| FIS-FAS Reconciliation | Jennell E. Linan |
| FIS-FAS Assistance Unit | Jennell E. Linan |
| FIS ACCOUNTS RECEIVABLE ADMIN | Jennell E. Linan |
| FIS SPECIAL ACCOUNTING | Jennell E. Linan |
| FIS BILLING UNIT | Jennell E. Linan |
| FIS CUSTOMER SERVICE | Jennell E. Linan |
| ASD ADMINISTRATION | Minerva Gonzalez |
| ASD ADMINISTRATION | Minerva Gonzalez |
| ITD STORAGE - ADMINISTATIVE SERVICES DIV | Cindy Nguyen |
| ASD PRODUCTIVITY/ADMINISTRATIVE CONTROLS | Minerva Gonzalez |
| ASD INFORMATION MANAGEMENT | Minerva Gonzalez |
| ASD INFORMATION MANAGEMENT | Minerva Gonzalez |

PROPERTY CUSTODIAN BY SUB LOCATION FOR FIXED ASSET EQUIPMENT


PROPERTY CUSTODIAN BY SUB LOCATION FOR FIXED ASSET EQUIPMENT

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| 8442 | GMED SOILS INVESTIGATIONS |
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| 8470 | GMED MATERIALS ANAL \& LAB ADMIN |
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| 8470 | GMED MATERIALS ANAL \& LAB ADMIN |
| 8471 | GMED MATERIALS ANALYSIS |
| 8473 | GMED MATL QA/PLANT INSPECTION |
| 8474 | GMED FIELD TESTING \& SAMPLING |
| 8475 | GMED GEOTECHNICAL LAB |
| 8476 | GMED GENERAL TESTING LAB |
| 8500 | BSD ADMINISTRATION |
| 8500 | ITD STORAGE - BUILDING \& SAFEFY DIV |
| 8510 | BSD SPECIAL ASSIGNMENTS ADMINISTRATION |
| 8511 | BSD SPECIAL ASSINGMENTS |
| 8520 | BSD MECHANICAL ENGINEERING ADMIN |
| 8521 | BSD MECHANICAL ENGINEERING |
| 8530 | BSD ELECTRICAL ENGINEERING ADMIN |
| 8531 | BSD ELECTRICAL ENGINEERING |
| 8540 | BSD STRUCTURAL ENGINEEING ADMIN |
| 8541 | BSD STRUCTURAL ENG BUILD PLAN CHECK |
| 8542 | BSD STRUCTURAL ENG RESEARCH |
| 8543 | BSD STRUCTURAL ENG HAZADOUS BUILDING |
| 8550 | BSD GRADING/DRAINAGE ADMINISTRATION |
| 851 | BSD GRADING/DRAINAGE | 8551

Alhambra-900 S. Fremont Ave.(4th A204

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PROPERTY CUSTODIAN BY SUB LOCATION FOR FIXED ASSET EQUIPMENT
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PROPERTY CUSTODIAN BY SUB LOCATION FOR FIXED ASSET EQUIPMENT

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| :---: | :---: | :---: | :---: | :---: |
| A203 | Alhambra-900 S. Fremont Ave.(3rd Floor) | 8560 | BSD PROPERTY REHAB ADMIN | Ian Philips |
| A203 | Alhambra-900 S. Fremont Ave.(3rd Floor) | 8561 | BSD PROPERTY REHABILITATION | Ian Philips |
| A700 | Artesia - 18747 Clarkdale Ave. | 8572 | BSD SOUTH WHITTIER DISTRICT OFFICE | Jim Shih |
| C400 | Cerritos - 18125 Bloomfield Ave. | 8572 | BSD SOUTH WHITTIER DISTRICT OFFICE | Jim Shih |
| L151 | La Mirada-13700 S. La Mirada Blvd. | 8572 | BSD SOUTH WHITTIER DISTRICT OFFICE | Miguel Garcia |
| L-450 | Lakewood-5050 N. Clarke Ave | 8572 | BSD SOUTH WHITTIER DISTRICT OFFICE | Jim Shih |
| S401 | Sta Fe Sprngs Ct Hall-11710 E.Telgrph | 8572 | BSD SOUTH WHITTIER DISTRICT OFFICE | Miguel Garcia |
| W800 | Whittier - 13523 Telegraph Rd. | 8572 | BSD SOUTH WHITTIER DISTRICT OFFICE | Miguel Garcia |
| A800 | Catalina - 215 Summer Ave., Avalon | 8574 | BSD LOMITA DISTRICT OFFICE ONLY | Kit Bagnell |
| L700 | Lomita - 24320 S. Narbonne Ave. | 8574 | BSD LOMITA DISTRICT OFFICE ONLY | Kit Bagnell |
| L868 | Los Angeles - 1320 West Imperial Highway | 8574 | BSD LOMITA DISTRICT OFFICE ONLY | Kit Bagnell |
| C301 | Carson-701 E. Carson St. | 8575 | BSD LOMITA DISTRICT OFFICE ONLY | Kit Bagnell |
| L508 | Lancaster - 335A E. Avenue K-6 | 8577 | BSD ANTELOPE VALLEY DISTRICT OFFICE | Francis Dominguez |
| L250 | La Puente - 16005 E. Central Ave. | 8578 | BSD LA PUENTE DISTRICT OFFICE | Mazen Dudar |
| A600 | Arcadia - 125 S. Baldwin | 8581 | BSD SAN GABRIEL VALLEY DISTRICT OFFICE | Fady Khalil |
| D801 | Duarte - 1600 Huntington Dr. | 8581 | BSD SAN GABRIAL VALLEY DISTRICT OFFICE | Fady Khalil |
| 1601 | Irwindale - 5050 N . Irwindale | 8581 | B\&S-SAN GABRIEL VALLEY DISTRICT OFFICE | Fady Khalil |
| L001 | La Canada-Flintridge-1327 Foothill B | 8581 | BSD SAN GABRIEL VALLEY DISTRICT OFFICE | Fady Khalil |
| T102 | Temple City - 9701 Las Tunas Drive | 8581 | BSD SAN GABRIEL VALLEY DISTRICT OFFICE | Fady Khalil |
| C600 | Commerce - 2535 Commerce Way | 8582 | BSD EAST LOS ANGELES DISTRICT OFFICE | Steve Lam |
| E200 | ELos Angeles -5119 E. Beverly Blvd. | 8582 | BSD EAST LOS ANGELES DISTRICT OFFICE | Steve Lam |
| L869 | Los Angeles - 4801 East 3rd St | 8582 | BSD EAST LOS ANGELES DISTRICT OFFICE | Steve Lam |
| V001 | Valencia - 23757 W. Valencia Blvd. | 8583 | BSD SANTA CLARITA VALLEY DISTRICT OFFICE | James Gustin |
| C100 | Calabasas - 26600 Agoura Rd., Ste 110 | 8585 | BSD CALABASAS DISTRICT OFFICE | Soheila Kalhor |
| U100 | Universal City - 100 Universal City P | 8586 | BSD UNIVERSAL DISTRICT OFFICE | Mark Young |
| A800 | Catalina-215 Summer Ave., Avalon | 8589 | BSD-Southwest District Office | Roy Itani |
| L551 | Lawndale, 14717 S. Burin Ave., 90260 | 8589 | BSD-Southwest District Office | Roy Itani |
| L868 | Los Angeles - 1320 West Imperial Highway | 8589 | BSD- Southwest District Office | Roy Itani |
| A203 | Alhambra-900 S. Fremont Ave.(3rd Floor) | 8590 | BSD EDAPTS | Kit Bagnell |
| A209 | Alhambra-900 S. Fremont Ave.(9th Floor) | 8590 | BSD EDAPTS | Kit Bagnell |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Basement Storage) | 8600 | ITD STORAGE - ROAD MAINT DIV | Cindy Nguyen |

PROPERTY CUSTODIAN BY SUB LOCATION FOR FIXED ASSET EQUIPMENT



PROPERTY CUSTODIAN BY SUB LOCATION FOR FIXED ASSET EQUIPMENT

| FMD PACOIMA DAM | Martin Blanco |
| :---: | :---: |
| FMD MAIN YARD HANSEN | Martin Blanco |
| FMD MAINT SUB YARD PICKENS | Martin Blanco |
| FMD MAINT SUB YARD SANTA CLARA | Martin Blanco |
| FMD EAST MAINT AREA ADMIN | Ryan Romo |
| FMD SUPPORT SERVICES | Ryan Romo |
| FMD MORRIS DAM | Martin Blanco |
| FMD SAN GABRIEL DAM | Ryan Romo |
| FMD SAN GABRIEL DAM | Ryan Romo |
| FMD - LONGDEN YARD | Martin Blanco |
| FMD MAINT MAIN YARD LONGDEN | Martin Blanco |
| FMD MORRIS DAM | Martin Blanco |
| FMD SAN DIMAS DAM | Martin Blanco |
| FMD SUPPORT SERVICES SANTA ANITA DAM | Martin Blanco |
| FMD COGSWELL DAM | Martin Blanco |
| FMD PUDDINGSTONE DAM | Martin Blanco |
| FMD DEVIL'S GATE DAM | Ryan Romo |
| FMD MAINT SUB YARD EATON | Martin Blanco |
| FMD - SAN DIMAS YARD | Martin Blanco |
| FMD - SAN DIMAS YARD | Martin Blanco |
| FMD - SAN DIMAS YARD | Martin Blanco |
| FMD SOUTH MAINT AREA ADMIN | Martin Blanco |
| FMD HAMILTON BOWL PUMPING PLANT | Martin Blanco |
| FMD ALAMITOS YD SUPPORT SERVICES | Martin Blanco |
| FMD DOMINGUEZ PUMPING PLANT | Martin Blanco |

PROPERTY CUSTODIAN BY SUB LOCATION FOR FIXED ASSET EQUIPMENT
Redondo Beach - 615 Anita St.
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| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg 4th Fl.) |
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| A223 | Alhambra-1000 S. Fremont Ave.(Braun Bldg 4th FI.) |
| M000 | Malibu-23533 W. Civic Center |
| M000 | Malibu-23533 W. Civic Center |
| L509 | Lancaster - 260 East Ave. K-8 |
| A200 | Alhambra-900 S. Fremont Ave. (Basement) |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) |
| A216 | Alhambra-900 S. Fremont Ave.(ITD Basement Storage) |
| A200 | Alhambra-900 S. Fremont Ave. (Basement) |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) |
| A206 | Alhambra-900 S. Fremont Ave.(6th Floor) |
| B102 | Baldwin Park - 14747 E. Ramona Blvd. |
| D602 | Downey-11282 S. Garfield Ave. (Hollydale Yard) |
| Q206 | Paimdale - 38126 N. Sierra Highway |
| A206 | Alhambra-900 S Fremont Ave.(6th Floor) |
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\section*{CON - Big Tujunga Dam}

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PROPERTY CUSTODIAN BY SUB LOCATION FOR FIXED ASSET EQUIPMENT
Alhambra-1000 S. Fremont Ave.(Braun
Bldg 4th Fl.)
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\text { Floor) }\end{array}\) & 9310 \\
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Alhambra-900 S. Fremont Ave.(7th \(\quad 9\)
Floor) \(\quad 9320 \quad\) BFM BUDGET/FUND GROUP II
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Denise Mitchell
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PROPERTY CUSTODIAN BY SUB LOCATION FOR FIXED ASSET EQUIPMENT
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\] &  &  \\
\hline A212 & Alhambra-900 S. Fremont Ave.(12th Floor) & 9920 & PRG EVENT COORDINATION & Stephen Deita \\
\hline A221 & Alhambra-900 S. Fremont Ave.(Annex 3rd Floor) & 9920 & PRG EVENT COORDINATION & Stephen Deita \\
\hline A209 & Alhambra-900 S. Fremont Ave.(9th Floor) & 9930 & PRG - PUBLIC EDUCATION & Stephen Deita \\
\hline A221 & Alhambra-900 S. Fremont Ave.(Annex 3rd Floor) & 9930 & PRG PUBLIC EDUCATION & Stephen Deita \\
\hline L876 & Los Angeles - 1320 North Eastern Avenue (Eastern Location) & 7111 & ITD Telecommunication & Cindy Nguyen \\
\hline L874 & Los Angeles, 7600 Graham Ave, CA 9001 (Roosevelt Park) & 7230 & PDD TRANSIT OPERATIONS ADMIN & Renato Reyes \\
\hline S950 & Studio City, L.A. River at Tujunga Ave., 91602 (TMDL) & 7310 & WMD WATERSHED ENG MAP \& FEMA & Timothy Marino \\
\hline L859 & Los Angeles - 1660 Eastlake Ave. & 7601 & SD-Equipment Shop & David Farrell \\
\hline A207 & Alhambra-900 S. Fremont Ave.(7th Floor) & F360 & ITD FLEET MANAGEMENT & Andy Navarro \\
\hline B102 & Baldwin Park - 14747 E. Ramona Blvd. & F361 & ITD BALDWIN PARK SHOP & Jeff Hensley \\
\hline A251 & Altadena-252 W. Mountain View St. & F362 & ITD ALTADENA SHOP & David Blessing \\
\hline L853 & Westchester - 5530 W. 83rd St. & F363 & ITD WESTCHESTER SHOP & Gonzalo Carlos \\
\hline D602 & Downey-11282 S. Garfield Ave.(Hollydale Yard) & F364 & ITD HOLLYDALE SHOP & Dean Fazioli \\
\hline Q206 & Palmdale-38126 N. Sierra Highway & F365 & ITD PALMDALE SHOP & Jeff Davis \\
\hline L857 & Los Angeles-2275 Alcazar Street & F366 & ITD CENTRAL YARD SHOP & Roger Knight \\
\hline D602 & Downey-11282 S. Garfield Ave.(Hollydale Yard) & F367 & ITD BODY SHOP & Kraig Arvidson \\
\hline D602 & Downey-11282 S. Garfield Ave.(Hollydale Yard) & F368 & ITD NEW EQUIPMENT & Andy Navarro \\
\hline A207 & Alhambra-900 S. Fremont Ave.(7th Floor) & F369 & ITD-FLEET SERVICES & Andy Navarro \\
\hline A218 & Alhambra-900 S. Fremont Ave.(Motorpool) & F370 & ITD EQUIPMENT POOL HEADQUARTERS & Andy Navarro \\
\hline L855 & Los Angeles-1525 Alcazar Street(Alcazar Yard) & F370 & ITD TRANSPORTATION & Richard Preston \\
\hline S353 & Santa Clarita- 22234 Placerita Cyn Rd 91321 & 0722 & Operational Services Division- Placerita Yard & Mia Espinoza-Hernandez \\
\hline
\end{tabular}
PROPERTY CUSTODIAN BY SUB LOCATION FOR S\&S EQUIPMENT
\begin{tabular}{|c|c|c|c|c|}
\hline A200 & Alhambra-900 S. Fremont Ave.(Basement) & 5700 & CHIEF INFORMATION OFFICE- ADMIN & Cindy Nguyen \\
\hline A212 & Alhambra-900 S. Fremont Ave.(12th Floor) & 5700 & CHIEF INFORMATION OFFICE- ADMIN & Cindy Nguyen \\
\hline A212 & Alhambra-900 S. Fremont Ave. (12th Floor) & 5701 & CIO / ITD - SECURITY OFFICER & Cindy Nguyen \\
\hline A212 & Alhambra-900 S. Fremont Ave.(12th Floor) & 5710 & CIO / ITD - OPERATIONS \& INFRASTRUCTURE-ADMIN & Cindy Nguyen \\
\hline A200 & Alhambra-900 S. Fremont Ave.(Basement) & 5711 & CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline A215 & Alhambra-900 S. Fremont Âve.(Penthouse) & 5711 & CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline A219 & Alhambra-900 S. Fremont Ave.(Annex 1st Floor) & 5711 & CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline A412 & Mt. Wilson, Top of Mount Wilson & 5711 & CIO-INFRASTRUCTURE / TELECOM / NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline 1608 & Irwindale-16102 Arrow Hwy & 5711 & CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline L855 & Los Angeles-1525 Alcazar Street(Alcazar Yard) & 5711 & CIO-INFRASTRUCTURE / TELECOM / NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline L856 & Los Angeles-1537 Alcazar Street(Lab) & 5711 & CIO-INFRASTRUCTURE / TELECOM / NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline A003 & Acton-525 Forest View Rd & 5711 & CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline A004 & Acton-33025 N. Crown Valley Rd & 5711 & CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline A607 & Arcadia-240 W. Huntington Drive (City Hall Conference Room) & 5711 & CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline B500 & Beverly Hills - 345 Foothill Road & 5711 & CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline C352 & Castaic - 29552 Hasley Canyon Rd. & 5711 & CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline D603 & Downey-11111 Brookshire Ave-City Hall Phone Closet Cage 3FIr & 5711 & CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline E703 & El Segundo-1935 S. Hughes Way & 5711 & CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline G800 & Gardena-1717 162nd St., & 5711 & CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline H500 & Hawthorne-4455 W 126th St,City Hall Telephone Room- Basement & 5711 & CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline 1800 & Inglewood- 1 Manchester Blvd City Hall Network closet 3rd FI & 5711 & CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline L877 & Los Angeles- Trans Core 626 Wilshire Bl (8th Flr Breakroom) & 5711 & CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline 0800 & Orange-2200 N Glassell St. & 5711 & CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline Q405 & Pasadena-100 N Garfield (City Hall Basement) & 5711 & CIO-INFRASTRUCTURE / TELECOM / NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline R400 & Rowland Heights- 1525 S. Nogales St- Fire Station & 5711 & CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline W500 & West Hollywood- 8300 Santa Monica BI City Hall 2FI PW Sec & 5711 & CIO-INFRASTRUCTURE / TELECOM / NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline A200 & Alhambra-900 S. Fremont Ave.(Basement) & 5712 & CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline A212 & Alhambra-900 S. Fremont Ave.(12th Floor) & 5712 & CIO-INFRASTRUCTURE / TELECOM /NETWORK / SERVER SUPPORT & Cindy Nguyen \\
\hline A201 & Alhambra-900 S. Fremont Ave.(1st Floor) & 5713 & CHIEF INFORMATION OFFICE-HELP DESK & Cindy Nguyen \\
\hline A209 & Alhambra-900 S. Fremont Ave.(9th Floor) & 5713 & CHIEF INFORMATION OFFICE-HELP DESK & Cindy Nguyen \\
\hline A212 & Alhambra-900 S. Fremont Ave.(12th Floor) & 5713 & CHIEF INFORMATION OFFICE-HELP DESK & Cindy Nguyen \\
\hline A202 & Alhambra-900 S. Fremont Ave.(2nd Floor) & 5714 & CHIEF INFORMATION OFFICE- DISPATCH & Cindy Nguyen \\
\hline A212 & Alhambra-900 S. Fremont Ave.(12th Floor) & 5714 & CHIEF INFORMATION OFFICE-DISPATCH & Cindy Nguyen \\
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PROPERTY CUSTODIAN BY SUB LOCATION FOR S\&S EQUIPMENT
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\hline A200 & Alh ambra-900 S. Fremont Ave.(Basement) & 5715 & CHIEF INFORMATION OFFICE-INVENTORY CONTROL & Cindy Nguyen \\
\hline A202 & Alhambra-900 S. Fremont Ave.(2nd Floor) & 5715 & CHIEF INFORMATION OFFICE-INVENTORY CONTROL & Cindy Nguyen \\
\hline A203 & Alhambra-900 S. Fremont Ave.(3rd Floor) & 5715 & CHIEF INFORMATION OFFICE-INVENTORY CONTROL & Cindy Nguyen \\
\hline A204 & Alhambra-900 S. Fremont Ave.(4th Floor) & 5715 & CHIEF INFORMATION OFFICE-INVENTORY CONTROL & Cindy Nguyen \\
\hline A205 & Alhambra-900 S. Fremont Ave.(5th Floor) & 5715 & CHIEF INFORMATION OFFICE-INVENTORY CONTROL & Cindy Nguyen \\
\hline A206 & Alhambra-900 S. Fremont Ave.(6th Floor) & 5715 & CHIEF INFORMATION OFFICE-INVENTORY CONTROL & Cindy Nguyen \\
\hline A207 & Alhambra-900 S. Fremont Ave.(7th Floor) & 5715 & CHIEF INFORMATION OFFICE-INVENTORY CONTROL & Cindy Nguyen \\
\hline A208 & Alhambra-900 S. Fremont Ave.(8th Floor) & 5715 & CHIEF INFORMATION OFFICE-INVENTORY CONTROL & Cindy Nguyen \\
\hline A209 & Alhambra-900 S. Fremont Ave.(9th Floor) & 5715 & CHIEF INFORMATION OFFICE-INVENTORY CONTROL & Cindy Nguyen \\
\hline A210 & Alhambra-900 S. Fremont Ave.(10th Floor) & 5715 & CHIEF INFORMATION OFFICE-INVENTORY CONTROL & Cindy Nguyen \\
\hline A211 & Alhambra-900 S. Fremont Ave.(11th Floor) & 5715 & CHIEF INFORMATION OFFICE-INVENTORY CONTROL & Cindy Nguyen \\
\hline A212 & Alhambra-900 S. Fremont Ave.(12th Floor) & 5715 & CHIEF INFORMATION OFFICE-INVENTORY CONTROL & Cindy Nguyen \\
\hline A215 & Alhambra-900 S. Fremont Ave.(Penthouse) & 5715 & CHIEF INFORMATION OFFICE-INVENTORY CONTROL & Cindy Nguyen \\
\hline A216 & Alhambra-900 S. Fremont Ave.(ITD Basement Storage) & \[
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\] & CHIEF INFORMATION OFFICE-INVENTORY CONTROL & Cindy Nguyen \\
\hline A221 & Alhambra-900 S. Fremont Ave.(Annex 3rd
Floor) & 5715 \% & CHIEF INFORMATION OFFICE-INVENTORY CONTROL & Cindy Nguyen \\
\hline A222. & Alhambra-1000 S. Fremont Ave.(Braun Bldg 1st FI.) & \[
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\] & CHIEF INFORMATION OFFICE-INVENTORY CONTROL & Cindy Nguyen \\
\hline A223 & Alhambra-1000 S. Fremont Ave.(Braun Bldg 4th Fl.) & 5715 & CHIEF INFORMATION OFFICE-INVENTORY CONTROL & Cindy Nguyen \\
\hline T102 & Temple City - 9701 Las Tunas Drive & 5715 ! & CHIEF INFORMATION OFFFICE-INVENTORY CONTROL & Cindy Nguyen \\
\hline A212 & Alhambra-900 S. Fremont Ave.(12th Floor) & 5720 . & CIO /ITD - TECHNOLOGY PLANNING \& GOVERNANCE -ADMIN & Cindy Nguyen \\
\hline A212 & Alhambra-900 S. Fremont Ave.(12th Floor) & 5721 & CIO / ITD - PROJECT MANAGEMENT & Cindy Nguyen \\
\hline A212 & Alhambra-900 S. Fremont Ave.(12th Floor) & 5723 3 & CIO /ITD-CONTRACTS & Cindy Nguyen \\
\hline A212 & Alhambra-900 S. Fremont A ve.(12th Floor) & 5724 & CIO /ITD - PROCUREMENT \& BUDGET & Cindy Nguyen \\
\hline A211 & Alhambra-900 S. Fremont Ave.(11th Floor) & 5730 & CHIEF INFORMATION OFFICE - SYSTEMS AND APPLICATIONS - ADMIN & Cindy Nguyen \\
\hline A212 & Alhambra-900 S. Fremont Ave.(12th Floor) & 5730 & CIO /ITD - SYSTEM \& APPLICATIONS - ADMIN & Cindy Nguyen \\
\hline A212 & Alhambra-900 S. Fremont Ave.(12th Floor) & 5731 & CIO / ITD PERMITS \& LAND / ASSET MGMT / HUMAN RES / WEB SRVS & Cindy Nguyen \\
\hline A217 & Alhambra-900 S. Fremont Ave.(W side of Court
Yard) & 5731 & Conference Rm. A & Cindy Nguyen \\
\hline A207 & Alhambra-900 S. Fremont Ave.(7th Floor) & 5732 & CHIEF INFORMATION OFFICE- DATABASE / FINANCIAL -ADMIN & Cindy Nguyen \\
\hline A212 & Alhambra-900 S. Fremont Ave. (12th Floor) & 5732 & CHIEF INFORMATION OFFICE- DATABASE / FINANCIAL -ADMIN & Cindy Nguyen \\
\hline A212 & Alhambra-900 S. Fremont Ave.(12th Floor) & 5732 & CHIEF INFORMATION OFFICE- DATABASE / FINANCIAL -ADMIN & Cindy Nguyen \\
\hline A220 & Alhambra-900 S. Fremont Ave.(Annex 2nd Floor) & 5732 & CHIEF INFORMATION OFFICE- DATABASE / FINANCIAL -ADMIN & Cindy Nguyen \\
\hline A212 & Alhambra-900 S. Fremont Ave.(12th Floor) & 5733 & CIO / ITD ENGINEERING SYSTEM ADMIN / GIS / CADD & Cindy Nguyen \\
\hline A220 & Alhambra-900 S. Fremont Ave. (Annex 2nd
Floor) & 5734 & CHIEF INFORMATION OFFICE- BUSINESS SUPPORT GROUP & Cindy Nguyen \\
\hline A212 & Alhambra-900 S. Fremont Ave.(12th Floor) & 7001 & ADM DIRECTOR PUBLIC WORKS & Minerva Gonzalez \\
\hline A212 & Alhambra-900 S. Fremont Ave.(12th Floor) & 7010 & ADM ASSISTANT DIRECTOR WILLIAMS & Minerva Gonzalez \\
\hline A216 & Alhambra-900 S. Fremont Ave.(ITD Basement Storage) & 7010 & ITD STORAGE - ADM ASSISTANT DIR WILLIAMS & Cindy Nguyen \\
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PROPERTY CUSTODIAN BY SUB LOCATION FOR S\&S EQUIPMENT

PROPERTY CUSTODIAN BY SUB LOCATION FOR S\&S EQUIPMENT
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\hline A211 & Alhambra-900 S. Fremont Ave. (11th Floor) & 7300 & WMD ADMINISTRATION & Luis Cuevas (Office Equipment \& Vehicles, Computers) / Timothy Marino (Water Sampling Only) \\
\hline A216 & Alhambra-900 S. Fremont Ave.(ITD Basement Storage) & 7300 & ITD STORAGE - WATERSHED MGMT DIV & Cindy Nguyen \\
\hline A211 & Alhambra-900 S. Fremont Ave.(11th Floor) & 7310 & WMD WATERSHED ENG MAP \& FEMA & Luis Cuevas (Office Equipment \& Vehicles,Computers) / Timothy Marino (Water Sampling Only) \\
\hline Q401 & Pasadena - 2986 New York Dr. 91107 (FMD Eaton Yard) & 7310 & WMD-Watershed Data Management & Luis Cuevas /AI Lipana (Water Sampling Only) \\
\hline S855 & Sun Valley - 8133 Vineland Ave & 7310 & WMD-Watershed Data Management & Luis Cuevas (Office Equipment \& Vehicles, Computers) / Timothy Marino (Water Sampling Only) \\
\hline A211 & Alhambra-900 S. Fremont Ave.'(11th Floor) & 7320 & WMD RESEARCH, LEGISLATION \& FUNDING & Luis Cuevas (Office Equipment \& Vehicles, Computers) / Timothy Marino (Water Sampling Only) \\
\hline A211 & Alhambra-900 S. Fremont Ave.(11th Floor) & 7350 & WMD WATERSHED MGMT SANTA CLARA RIVER/A & Luis Cuevas (Office Equipment \& Vehicles, Computers) / Timothy Marino (Water Sampling Only) \\
\hline A211 & Alhambra-900 S. Fremont Ave.(11th Floor) & 7360 & WMD WATERSHED MGMT SAN GABRIEL RIVER & Luis Cuevas (Office Equipment \& Vehicles, Computers) / Timothy Marino (Water Sampling Only) \\
\hline A21 & Alhambra-900 S. Fremont Ave.(11th Floor) & 7370 & WMD WATERSHED MGMT LOS ANGELES RIVER & Luis Cuevas (Office Equipment \& Vehicles,Computers) / Timothy Marino (Water Sampling Only) \\
\hline A211 & Alhambra-900 S. Fremont Ave.(11th Floor) & 7380 & WMD WATERSHED MGMT BALLONAMALIBU/DOMING & Luis Cuevas (Office Equipment \& Vehicles, Computers) / Timothy Marino (Water Sampling Only) \\
\hline A211
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s \\
Alhambra-900 S. Fremont Ave, (11th Floor)
\end{tabular} & 7380
7390 & WMD NPDES & Luis Cuevas (Office Equipment \& Vehicles, Computers) / Timothy Marino (Water Sampling Only) \\
\hline A202 & Alhambra-900 S. Fremont Ave.(2nd Floor) & 7400 & AVI ADMINISTRATION & Ara Martirosyan \\
\hline A216 & Alhambra-900 S. Fremont Ave.(ITD Basement Storage) & 7400 & ITD STORAGE - AVIATION DIV & Ara Martirosyan \\
\hline A222 & Alhambra-1000 S. Fremont Av̇e. (Braun Bldg 1st Fl.) & 7400 & AVI ADMINISTRATION & Ara Martirosyan \\
\hline C700 & Compton-901 W. Alondra Bi & 7400 & AVI COMPTON AIRPORT & Ara Martirosyan \\
\hline E504 & El Monte-4233 N. Santa Anita & 7400 & AVI EL MONTE AIRPORT & Ara Martirosyan \\
\hline L350 & La Verne - 1615 McKinley Ave. & 7400 & AVI BRACKETT FIELD & Ara Martirosyan \\
\hline L505 & Lancaster - 4555 W. Ave G & 7400 & AVI FOX AIRFIELD & Ara Martirosyan \\
\hline 0501 & Pacoima - 12653 Osborne St. & 7400 & AVI WHITEMAN AIRPORT & Ara Martirosyan \\
\hline A209 & Alhambra-900 S. Fremont Ave.(9th Floor) & 7700 & OSD ADMINISTRATION & Mary Wong \\
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PROPERTY CUSTODIAN BY SUB LOCATION FOR S\＆S EQUIPMENT
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\hline enelen sojues &  & 0962 &  & OOZV \\
\hline  &  & ヤてLL &  & 002S \\
\hline puouloty aulej．07 &  & －ZLL & Ph uofeg）＇py ukipoom hlisz－euapesed & CObO \\
\hline puowuply өuled．\({ }^{\text {a }}\) & IINก 7VOIV」0ヨ & －ZLL & （pueh Jezerjv） & ¢S87 \\
\hline puowपग！ & ［E） & －ZLL &  & 002V \\
\hline puoulo！y өu！e．jo7 &  & EZLL &  & ¢S87 \\
\hline Zepueuxat e！\({ }^{\text {a }}\) &  & ZZLL &  & 9020 \\
\hline zepueuser e！\({ }^{\text {W }}\) & SNIXYZVW 8 ONINDIS OSO & ZZLL & （pıe入 Jezej） & S¢87 \\
\hline zepueuxer eln &  & ZZLL &  & 1019 \\
\hline zepueuseh e！\({ }^{\text {a }}\) & 9Nİ甘ヨコNIONヨ 7IへЮ aso & LZLL & （pıe入 dezerjv） & ¢987 \\
\hline zəpueǜn e！ &  & OZLL & （pJeh Jezerjv） & ¢987 \\
\hline Hayona əəuay &  & 612L &  & 9020 \\
\hline  &  & 612L &  & L987 \\
\hline  &  & \(61.2 L\) &  & 2018 \\
\hline मә＞วกа әөuөy & H & 8LLL &  & 4987 \\
\hline मeyगna eeuey & HLIWSYOO7 8 ẏıNヨdyVO OSO & 81LL &  & ¢¢87 \\
\hline मexona eauey & dOHS JVAH OSO & LbLL & jeent dezeगv s clz－se｜e6ub sol & 2987 \\
\hline मexona eauey & dOHS JVAH OSO & LLLL & （ple入 Jezeja） & ¢¢87 \\
\hline मexpna eauay & dOHS 5NIqwnld OSO & 91LL &  & 2587 \\
\hline Haxpna əauay & dOHS SNIaWก7d OSO & 91LL &  & S¢87 \\
\hline Heyona eauay & SNİNIVd OSO & G1LL &  & 2587 \\
\hline  &  & LLLL & 1əons Jezeolv s & L987 \\
\hline  &  & LILL &  & 9987 \\
\hline Heæวnव әauay & NIWOV dnOY & ObLL &  & 2587 \\
\hline  & LWOW SヨlıIIIIOV」 OSO－ヨovyols ani & OVLL &  & 912 \\
\hline ereten sojuej &  & OLLL & （esnoपtued）en l puowelj s 006－edqueylv & SILV \\
\hline ejelen sojuej & NIWOV dnOYO 1 WSW S \(31 \perp 1710 \forall \pm\) OSO & OVL2 &  & bozv \\
\hline ejelen sopeo & NIWOV dnOYO \(\perp\) WSW S 3 I \(\perp 1710 \forall \pm\) aso & OLLL &  & ZOZV \\
\hline eraien sojues & NIWOV dnOVO LWSW S 3 ILITIO \(\forall \pm\) aso & OLLL &  & OOZV \\
\hline 6uoM KJew & NOIIVZISINIWOV OSO & 0024 &  & OZZV \\
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PROPERTY CUSTODIAN BY SUB LOCATION FOR S\&S EQUIPMENT

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\hline  &  & 0ヤ8L &  & 91．bV \\
\hline  & NIWQ S SNOIIV & 078L &  & SIVV \\
\hline Ol！！nW e！o！\({ }^{\text {a }}\) d &  & 0782 &  & ヤレヤV \\
\hline O！！！INW E！э！ & NIWQ S SNOIIV8ヨdO 入ఎ171כ & 078L &  & としヤV \\
\hline O\｜！！NW E！o！fed & NIWQ SNOI \(1 \forall 8 \exists d \mathrm{O}\) 人 \(17110 \forall J-a y M\) & 0ヤ8L &  & でヤV \\
\hline Ol！！InW e！onjed &  & 078L &  & 1上VV \\
\hline O！！！nW e！o！ned &  & Ot8 &  & OLヤV \\
\hline O\｜！nW e！o！\({ }^{\text {a }}\)－ & NIWQ SNOIIV8ヨdO 入 \(\perp 1712 \forall J-a y M\) & Ot8L &  & 60ャV \\
\hline O！！！nW E！outed &  & 0782 &  & 80ヤV \\
\hline Ol！unw eloup &  & 078 &  & LODV \\
\hline Ol！ & NIWOV SNOILV8ヨdO \(2 \perp 1710 \forall J\)－\(¢ 8 M\) & 0ヤ8L &  & 90ヤV \\
\hline Ol！！nW e！o！ded &  & 0ヤ8L & exe7｜els & GOヤV \\
\hline O｜l！nW e！o！ned &  & 078L & py ojoqeseus－1s．j」 lutn s｜6uv & ャOヤV \\
\hline Ollunw e！o！ded &  & 0782 &  & とOヤV \\
\hline O！！JnW E！o！ned &  & Ot8L &  & ZOtV \\
\hline OlldnW e！outed &  & 0ち8L &  & 10tV \\
\hline  &  & Oち8L &  & 00ヤV \\
\hline  &  & OちBL &  & OSEV \\
\hline O｜l！nW e！o！fed &  & Oヤ8L & year刀 \ieqesoos－euepeliv & OSZV \\
\hline OI！！nW E！o！ded & NIWCV SNOILVYヨdO 人LI7IOV」 वצM & 0ヤ8L &  & ZOZV \\
\hline OI！！\({ }^{\text {anw e！o！fed }}\) & NIWGV SNOIIV8ヨdO dılר1つV」－ & 0ヤ8L & py \｜euroj 90Zt－s\｜！ & 101＊ \\
\hline O｜l！INW E！כ！ &  & \(078 L\) & py uoKueכ op！puoss－uotov & ZOOV \\
\hline ol！！inW e！o！\({ }^{\text {a }}\) d &  & 0ヤ8L & py uokuej estsest & LOOV \\
\hline O｜！！JW E！o！fed &  & て\＆8L & u！ew uasueh）p＾1g syeouels 6LLOL－Kenen uns & Z98S \\
\hline Ol！InW e！omped & NOIIVOILSヨANI SW甘C ald & て¢8L &  & Z091 \\
\hline  & INヨWdO7ヨヘヨロ WV890yd वצM & Z\＆8L &  & 202V \\
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\hline O！！JNW E！o！jed & NINOV 入 \(\perp \exists \exists V\) W WVG \(\ 8 M\) & 0¢8L &  & ZOZV \\
\hline  &  & 9281 &  & ZOZV \\
\hline O｜！ 1 NW E！¢！ &  & 928L &  & ZOZV \\
\hline OilinW Eloujed & NOSIVI7 OJNI SWЗ LSAS כI厂O70 & ヤて8L &  & ZOZV \\
\hline  &  & ๕Z8L & J口 yı0入 Men 9862－euepesed & 1070 \\
\hline Ol！nWN e！o！ped &  & £て8L &  & 2091 \\
\hline O｜lun／e！ &  & £28L & （Jooly puz）＇onv puouesd＇S 006－edqueylv & 202V \\
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\hline  &  & LZ8L & （Jooly puz）＇env puowed」 S 006－esqueutV & ZOZV \\
\hline O！！INW E！ग！\({ }^{\text {a }}\) &  & OZ8L & （Joola puz）env tuoues」 S 006－ejqueulv & ZOZV \\
\hline O｜l！ & İOddnS NOIIV & \＆18L &  & LOLA \\
\hline  &  & \＆18L &  & \(002 \wedge\) \\
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\begin{tabular}{|c|c|c|c|c|}
\hline  & H2 & & & \(\because: \%\) \\
\hline S701 & South Gate - LA River below Firestone & 7840 & WRD - FACILITY OPERATIONS ADMIN & Patricia Murillo \\
\hline S702 & South Gate - Rio Hndo above Stewart G & 7840 & WRD - FACILITY OPERATIONS ADMIN & Patricia Murillo \\
\hline S800 & Sunland - 809 Big Tujunga Canyon Rd. & 7840 & WRD - FACILITY OPERATIONS ADMIN & Patricia Murillo \\
\hline S801 & Sunland - North end of Haines Canyon & 7840 & WRD - FACILITY OPERATIONS ADMIN & Patricia Murillo \\
\hline S850 & Sun Valley - Arleta Avenue 91352 & 7840 & WRD FACILITIES OPERATIONS ADMIN & Patricia Murillo \\
\hline S851 & Sun Valley - 10010 Glenoaks BIvd. & 7840 & WRD - FACILITY OPERATIONS ADMIN & Patricia Murillo \\
\hline S853 & San Fernando-Big Tujunga Spreading Gr-9089
Laurel & 7840 & WRD FACILITIES OPERATIONS ADMIN & Patricia Murillo \\
\hline S854 & Sun Valley - 12450 Sheidon St. & 7840 & WRD - FACILITY OPERATIONS ADMIN & Patricia Murillo \\
\hline S900 & Sylmar - Gladstone Ave. & 7840 & WRD - FACILITY OPERATIONS ADMIN & Patricia Murillo \\
\hline S902 & Sylmar-13400 Bucher Ave, 91342 & 7840 & WRD FACILITIES OPERATIONS ADMIN & Patricia Murillo \\
\hline T101 & Temple City - 10760 Grand Ave. & 7840 & WRD - FACILITY OPERATIONS ADMIN & Patricia Murillo \\
\hline T500 & Topanga Canyon - 2 mi N of Topanga Cy & 7840 & WRD - FACILITY OPERATIONS ADMIN & Patricia Murillo \\
\hline V000 & Valencia - 28755 Castiac Canyon Rd. & 7840 & WRD - FACILITY OPERATIONS ADMIN & Patricia Murillo \\
\hline V400 & Valyermo - 8 mi up Big Rock Creek & 7840 & WRD - FACILITY OPERATIONS ADMIN & Patricia Murillo \\
\hline V401 & Valyermo - 30800 Valyermo Rd. & 7840 & WRD - FACILITY OPERATIONS ADMIN & Patricia Murillo \\
\hline V900 & Ventura Cnty - Bell Canyon, 91304 & 7840 & WRD - FACILITY OPERATIONS ADMIN & Patricia Murillo \\
\hline W200 & Community)
\(\qquad\) & 7840 & WRD FACILITIES OPERATIONS ADMIN & Patricia Murillo \\
\hline W300 & West Covina - 19500 Grand Ave. & 7840 & WRD - FACILITY OPERATIONS ADMIN & Patricia Murillo \\
\hline W350 & West Hills - 6780 Valley Circle Blvd. & 7840 & WRD - FACILITY OPERATIONS ADMIN & Patricia Murillo \\
\hline W802 & Whittier - 3888 Workman Mill Rd. 90601 (Rose Hills Memori) & 7840 & WRD - FACILITY OPERATIONS ADMIN & Patricia Murillo \\
\hline A202 & Alhambra-900 S. Fremont Ave.(2nd Floor) & 7842 & WRD GROUNDWATER RECHARGE MAINT & Patricia Murillo \\
\hline A202 & Alhambra-900 S. Fremont Ave.(2nd Floor) & 7843 & WRD GROUNDWATER RECHARGE OPER & Patricia Murillo \\
\hline A202 & Alhambra-900 S. Fremont Ave. (2nd Floor) & 7844 & WRD FIELD OPERATIONS & Patricia Murillo \\
\hline A202 & Alhambra-900 S. Fremont Ave.(2nd Floor) & 7846 & WRD SEAWATER BARRIER OPERATIONS & Patricia Murillo \\
\hline L763 & Long Beach - 881 Iroquois Av & 7846 & WRD SEAWATER BARRIER OPERATIONS & Patricia Murillo \\
\hline A202 & Alhambra-900 S. Fremont Ave.(2nd Floor) & 7870 & WRD FINANCIAL/PROJECT MANAGEMENT & Patricia Murillo \\
\hline D400 & Dominguez - 19115 S. Reyes Ave. & 7870 & WRD FINANCIAL/PROJECT MANAGEMENT & Patricia Murillo \\
\hline L760 & Long Beach - 1810 N. Gaviota Ave. & 7870 & WRD FINANCIAL/PROJECT MANAGEMENT & Patricia Murillo \\
\hline L763 & Long Beach - 881 Iroquois AV & 7870 & WRD FINANCIAL/PROJECT MANAGEMENT & Patricia Murillo \\
\hline A216 & Alhambra-900 S. Fremont Ave.(ITD Basement Storage) & 7900 & ITD STORAGE - ENVIRONMENTAL PROGRAMS DIV & Cindy Nguyen \\
\hline A221 & \begin{tabular}{l}
Floor) \\
Alhambra-900 S. Fremont Ave.(Annex 3rd
\end{tabular} & 7900 & EPD ADMINISTRATION & David Perez \\
\hline A600 & Arcadia-125S. Baldwin & 7900 & EPD ADMINISTRATION & David Perez \\
\hline C600 & Commerce - 2535 Commerce Way & 7900 & EPD ADMINISTRATION & David Perez \\
\hline L250 & La Puente - 16005 E. Central Ave. & 7900 & EPD ADMINISTRATION & David Perez \\
\hline L508 & Lancaster - 335A E. Avenue K-6 & 7900 & EPD ADMINISTRATION & David Perez \\
\hline L700 & Lomita -24320 S. Narbonne Ave. & 7900 & EPD ADMINISTRATION & David Perez \\
\hline Q205 & Palmdale - 38250 N. Seurra Hwy. & 7900 & EPD ADMINISTRATION & David Perez \\
\hline V001 & Valencia-23757 W. Valencia Blvd. & 7900 & EPD ADMINISTRATION & David Perez \\
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\hline V001 & Valencia -23757 W. Valencia Blvd. & 7910 & EPD-Industrial Waste/Underground Tank/SW & David Perez \\
\hline A221 & Alhambra-900 S. Fremont Ave. (Annex 3rd Floor) & 7910 & EPD-Industrial Waste/Underground Tank/SW & David Perez \\
\hline L869 & Los Angeles - 4801 East 3rd St & 7910 & EPD-Industrial Waste/Underground Tank/SW & David Perez \\
\hline A221 & Alhambra-900 S. Fremont Ave.(Annex 3rd Floor) & 7911 & EPD INDUSTRIAL WASTE & David Perez \\
\hline A600 & Arcadia - 125 S. Baldwin & 7911 & EPD INDUSTRIAL WASTE & David Perez \\
\hline A221 & Alhambra-900 S. Fremont Ave.(Annex 3rd Floor) & 7912 & EPD UNDERGROUND TANKS & David Perez \\
\hline A221 & Alhambra-900 S. Fremont Ave. (Annex 3rd Floor) & 7913 & EPD INSPECTION & David Perez \\
\hline A600 & Arcadia - 125 S. Baldwin & 7913 & EPD INSPECTION & David Perez \\
\hline L700 & Lomita - 24320 S. Narbonne Ave. & 7913 & EPD INSPECTION & David Perez \\
\hline Q205 & Palmdale - 38250 N. Seurra Hwy. & 7913 & EPD INSPECTION & David Perez \\
\hline W800 & Whittier - 13523 Telegraph Rd. & 7913 & EPD INSPECTION & David Perez \\
\hline A221 & Alhambra-900 S. Fremont Ave.(Annex 3rd Floor) & 7920 & EPD-Landfills-Administration & David Perez \\
\hline A221 & Alhambra-900 S. Fremont Ave.(Annex 3rd Floor) & 7922 & EPD-Landfills/SWIMS/DMS & David Perez \\
\hline A221 & Alhambra-900 S. Fremont Ave.(Annex 3rd Floor) & 7923 & EPD Programs - CT/ATAS/POLICY/LEG & David Perez \\
\hline A221 & Alhambra-900 S. Fremont Ave.(Annex 3rd Floor) & 7940 & EPD-Programs - Administration & David Perez \\
\hline A600 & Arcadia-125 S. Baldwin & 7940 & EPD PROGRAM DEVELOPMENT ADMINISTRATION & David Perez \\
\hline A221 & Alhambra-900 S. Fremont Ave. (Annex 3rd Floor) & 7941 & EPD-Environmental Affairs & David Perez \\
\hline A221 & Alhambra-900 S. Fremont Ave.(Annex 3rd Floor) & 7943 & EPD-Programs-Bags/EPS & David Perez \\
\hline L700 & Lomita - 24320 S. Narbonne Ave. & 7943 & EPD PROG DEVELOP GROUP || & David Perez \\
\hline A221 & Alhambra-900 S. Fremont Ave. (Annex 3rd Floor) & 7950 & EPD - Commercial Franchise & David Perez \\
\hline A221 & Alhambra-900 S. Fremont Ave.(Annex 3rd Floor) & 7961 & EPD-Garbage Disposal Districts & David Perez \\
\hline A221 & Alhambra-900 S. Fremont Ave.(Annex 3rd Floor) & 7962 & EPD - Franchise & David Perez \\
\hline A221 & Alhambra-900 S. Fremont Ave.(Annex 3rd Floor) & 7966 & EPD-Programs-DRP/SBRP/SG/TIRE & David Perez \\
\hline A207 & Alhambra-900 S. Fremont Ave.(7th Floor) & 8000 & FIS ADMINISTRATION & Jennell E. Linan \\
\hline A216 & Alhambra-900 S. Fremont Ave.(ITD Basement Storage) & 8000 & ITD STORAGE - FISCAL DIV & Cindy Nguyen \\
\hline A207 & Alhambra-900 S. Fremont Ave.(7th Floor) & 8010 & FIS EXP MANAGEMENT ADM & Jennell E. Linan \\
\hline A207 & Alhambra-900 S. Fremont Ave.(7th Floor) & 8011 & FIS COST ACCOUNTING & Jennell E. Linan \\
\hline A207 & Alhambra-900 S. Fremont Ave.(7th Floor) & 8012 & FIS TRANS PROCESS \& PROPERTY & Jennell E. Linan \\
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Jennell E. Linan \\
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\hline Minerva Gonzalez \\
\hline Minerva Gonzalez \\
\hline Cindy Nguyen \\
\hline Minerva Gonzalez \\
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\hline Minerva Gonzalez \\
\hline Minerva Gonzalez \\
\hline Elizabeth Estrada \\
\hline Ebony Smith \\
\hline Ebony Smith \\
\hline Minerva Gonzalez \\
\hline Elizabeth Estrada \\
\hline Eizaberva Gonzalez \\
\hline Minerva Gonzalez \\
\hline Minerva Gonzalez \\
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PROPERTY CUSTODIAN BY SUB LOCATION FOR S\&S EQUIPMENT

PROPERTY CUSTODIAN BY SUB LOCATION FOR S\&S EQUIPMENT

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Marilyn Lee \\
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\hline Jeffrey Owens \\
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\end{tabular} Jeffrey Owens Jeffrey Owens Jeffrey Owens
Eddie Ly Cindy Nguyen
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GMED GENERAL TESTING LAB
BSDADMINISTRATION
ITD STORAGE - BUILDING \& SAFEFY DIV
ITD STORAGE - BUILDNG SPECIAL ASSIGNMENTS ADMINISTR
BSD MECHANICAL ENGINEERING ADMIN BSDDELECTRICALENGINEERING ADMIN \begin{tabular}{l} 
BSD STRUCTURAL ENGINEEING ADMIN \\
BSD STRUCTURAL ENG BUILD PLAN CHECK \\
BSD STRUCTURLENG RESEARCH \\
BSD STRUCTURAL ENG HAZADOUS BUILDING \\
\hline BSD GRADIG/DRAINAGE ADMINISTRATION \\
\hline BSD GRADING/DRAINAGE
\end{tabular} BSD PROPERTY REHAB ADMI
 Alhambra-900 S. Fremont Ave.(3rd Floor) Alhambra-900 S. Fremont Ave. (3rd Floor) Alhambra-900 S. Fremont Ave.(3rd Floor)
Alhambra-900 S. Fremont Ave.(3rd Floor) Alhambra-9000 S. Fremonnt Ave.e. (3rd Floor) Alhambra-900 S. Fremont Ave.(3rd Floor) Ceritos - 18125 Bloomfield Ave Ceritios - 18125 Bloomfield Ave. Sta Fe Sprngs Ct Hall-11710 E.Telgroh Catalina - 215 Summer Ave., Avalon Lomita - 24320 S. Narbonne Ave. Los Angeles - 1320 West Imperial Highway Lancaster - 335A E. Avenue K-6 La Puente - 16005 E. Central Ave. Duarte - 1600 Huntington Dr Irwindale -5050 N . I Iwindale La Canada-Fintridge - 1327 Foothill B Temple City - 2701 Las Tunas Drive E Los Angeles - 5119 E. Beverly Blva.



PROPERTY CUSTODIAN BY SUB LOCATION FOR S\&S EQUIPMENT
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\hline 8655 & RMD ROAD DIV 555 & Quang Luong \\
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\hline 8656 & RMD ROAD DIV 556 & Quang Luong \\
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\hline 8657 & RMD ROAD DIV 557 & Quang Luong \\
\hline 8658 & RMD ROAD DIV 558 & Quang Luong \\
\hline 8658 & RMD ROAD DIV 558 - JACSON LAKE & Quang Luong \\
\hline 8659 & RMD - MOUNTAIN OPERATIONS & Quang Luong \\
\hline 8659 & RMD MOUNTAIN OPER - CAMP MENDENHAL & Quang Luong \\
\hline 8659 & RMD MOUNTAIN OPERATIONS & Quang Luong \\
\hline 8660 & RMD OFFICE ENGINEERING & Wanda Lau-Quon \\
\hline 8661 & RMD OFFICE ENGINEERING & Marian Tadrous \\
\hline 8663 & RMD OFFICE ENGINEERING & Jeff Donaldson \\
\hline 8664 & RMD OFFICE ENGINEERING & Brian Le \\
\hline 8665 & RMD OFFICE ENGINEERING & Quang Luong \\
\hline 8670 & RMD FIELD ENGINEERING & Wanda Lau-Quon \\
\hline 8671 & RMD FIELD ENGINEERING & Marian Tadrous \\
\hline 8673 & RMD FIELD ENGINEERING & Jeff Donaldson \\
\hline 8674 & RMD FIELD ENGINEERING & Brian Le \\
\hline 8675 & RMD FIELD ENGINEERING & Quang Luong \\
\hline 8700 & ITD STORAGE - FLOOD MAINT DIV & Cindy Nguyen \\
\hline 8700 & FMD ADMINISTRATION & Martin Blanco \\
\hline 8700 & FMD BIG TUJUNGA DAM & Eric Reiter \\
\hline 8701 & FMD HEADQUARTERS STAFF SUPPORT/SECRETARR & Martin Blanco \\
\hline 8710 & FMD WEST MAINT AREA ADMIN & Eric Reiter \\
\hline 8711 & FMD HANSEN SPREADING GROUNDS & Eric Reiter \\
\hline 8711 & FMD HANSEN SPREADING GROUNDS & Eric Reiter \\
\hline 8711 & FMD SUPPORT SERVICES & Eric Reiter \\
\hline 8711 & FMD BIG TUJUNGA SPREADING GROUNDS & Eric Reiter \\
\hline 8712 & FMD PACOIMA DAM & Eric Reiter \\
\hline 8712 & FMD MAIN YARD HANSEN & Eric Reiter \\
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\section*{WW DIVISION - ADMINISTRATION}

\section*{WW MAPPING \& RIGHT OF WAY}

WW ADMINISTRATION \& BUDGETING
WW DESIGN \& PROJECT MANAGEMENT- ADMIN
Julia Hpauyam
Julia Hpauyam

Julia Hpauyam
Julia Hpauyam
\begin{tabular}{l} 
Julia Hpauyam \\
\hline Favela Samuel \\
Favela Samuel \\
Favela Samuel \\
\hline Favela Samuel \\
\hline Ron Devera
\end{tabular}
Julia Hpauyam
Julia Hpauyam

Julia Hpauyam
Julia Hpauyam





PROPERTY CUSTODIAN BY SUB LOCATION FOR S\&S EQUIPMENT
\begin{tabular}{|c|c|c|c|c|}
\hline , & & & & \\
\hline L851 & Los Angeles/SM S. Yard - 1129 E. 59th & 9422 & SM COLLECTION SYSTEM SOUTH & Capice Simms \\
\hline L511 & Lancaster/SM N. Yd-45712 N. Divisio & 9423 & SM COLLECTION SYSTEM NORTH & Michael Duncan \\
\hline 1603 & Irwindale/SM East Yard-2849 S. Myrt & 9424 & SM COLLECTION SYSTEM EAST & Jim Vives \\
\hline S351 & Santa Clarita -21190 Ctr Pointe Parkway & 9425 & SM COLLECTION SYSTEM - SANTA CLARA YARD & Stephen Vincent \\
\hline A223 & ```
Alhambra-1000 S. Fremont Ave.(Braun Bldg 4th Fl.)
``` & 9430 & SM OPERATIONS \& ENGINEERING - ADMIN & Gohar Tsolakyan \\
\hline A223 & Alhambra-1000 S. Fremont Ave.(Braun Bldg 4th
Fl.) & 9431 & SM PROCUREMENT, CLAIMS \& AP & Gohar Tsolakyan \\
\hline A223 & \(\qquad\)
FI.) & 9432 & SM DIRECT ASSESS RECORDS MAINT \& AR & Gohar Tsolakyan \\
\hline A223 & Alhambra-1000 S. Fremont Ave.(Braun Bldg 4th
F.).) & 9433 & SM ACCUMULATIVE CAPITAL OUTLAY/COND ASSE & Gohar Tsolakyan \\
\hline A223 & FI.)
\(\qquad\) & 9435 & SM OPERATION MAPS \& AS BUILT DRAWINGS & Gohar Tsolakyan \\
\hline A223 & Alhambra-1000 S. Fremont Ave.(Braun Bldg 4th FI.) & 9440 & SM TREATMENT \& PUMP OPERATIONS ADMIN & Gohar Tsolakyan \\
\hline S400 & Sta Fe Springs/SM Ctr Yd-12015 Shoema & 9440 & SM TREATMENT \& PUMP OPERATIONS ADMIN & Gohar Tsolakyan \\
\hline D200 & Diamond Bar-21418 Fountain Springs & 9441 & SM EAST \& CENTRAL PUMPING OPERATIONS & Nancy Mansour \\
\hline 1603 & Irwindale/SM East Yard - 2849 S. Myrt & 9441 & SM EAST \& CENTRAL PUMPING OPERATIONS & Nancy Mansour \\
\hline L200 & La Mirada Hills - 16105 E. Alicante R & 9441 & SM EAST \& CENTRAL PUMPING OPERATIONS & Nancy Mansour \\
\hline S400 & Sta Fe Springs/SM Ctr Yd-12015 Shoema & 9441 & SM EAST \& CENTRAL PUMPING OPERATIONS & Nancy Mansour \\
\hline L511 & Lancaster/SM N. Yd-45712 N. Divisio & 9442 & SM SOUTH PUMPING OPERATIONS & Nancy Mansour \\
\hline L851 & Los Angeles/SM S. Yard-1129 E. 59th & 9442 & SM SOUTH PUMPING OPERATIONS & Nancy Mansour \\
\hline M002 & Malibu - 3863 Malibu Country Rd. & 9442 & SM SOUTH PUMPING OPERATIONS & Nancy Mansour \\
\hline 1511 & Lancaster/SM N. Yd-45712 N. Divisio & 9443 & SM North-West Pumping \& Treatment Plant Mech Operations & Nancy Mansour \\
\hline L400 & Lake Hughes - 17201 Elizabeth Lake Rd & 9444 & SM WASTEWATER TREATMENT PLANT OPERATION & Nancy Mansour \\
\hline M000 & Malibu-23533 W. Civic Center & 9444 & SM WASTEWATER TREATMENT PLANT OPERATION & Nancy Mansour \\
\hline M002 & Malibu - 3863 Malibu Country Rd. & 9444 & SM MALIBU MESA WASTEWATER TREATMENT & Nancy Mansour \\
\hline M003 & Malibu-6338 Paseo Canyon Dr. & 9444 & SM TRANCAS WASTEWATER TREATMENT & Nancy Mansour \\
\hline M006 & Malibu - 3620 Vista Pacifica St. & 9444 & SM WASTEWATER TREATMENT PLANT OPERATION & Nancy Mansour \\
\hline A208 & Alhambra-900 S. Fremont Ave.(8th Floor) & 9500 & AED ADMINISTRATION & Cindy Ma \\
\hline A216 & Alhambra-900 S. Fremont Ave.(ITD Basement
Storage) & 9500 & ITD STORAGE - ARCHITECTURAL ENGINEERING & Cindy Nguyen \\
\hline S901 & Sylmar - 14445 Olive View Drive & 9500 & AED - ADMINISTRATION & Cindy Ma \\
\hline A205 & Alhambra-900 S. Fremont Ave.(5th Floor) & 9510 & AED - INSPECTIONS & Cindy Ma \\
\hline A208 & Alhambra-900 S. Fremont Ave.(8th Floor) & 9510 & AED CONSTRUCTION INSPECTION & Cindy Ma \\
\hline A208 & Alhambra-900 S. Fremont Ave.(8th Floor) & 9520 & AED DESIGN REVIEWIAE DESIGN SERV & Cindy Ma \\
\hline A208 & Alhambra-900 S. Fremont Ave.(8th Floor) & 9540 & AED CONTRACT ADMINISTRATION & Cindy Ma \\
\hline A205 & Alhambra-900 S. Fremont Ave.(5th Floor) & 9600 & PMD IADMINISTRATION & Nayeli Alcazar \\
\hline A216 & Alhambra-900 S. Fremont Ave.(ITD Basement
Storage) & 9600 & ITD STORAGE - PROJECT MGMTI & Cindy Nguyen \\
\hline \(L 875\) & Los Angeles -12021 S. Wilmington Ave. (MLK) & 9600 & PMD I ADMINISTRATION & Nayeli Alcazar \\
\hline
\end{tabular}
PROPERTY CUSTODIAN BY SUB LOCATION FOR S\&S EQUIPMENT
PROPERTY CUSTODIAN BY SUB LOCATION FOR S\&S EQUIPMENT


ANNUAL EQUIPMENT INVENTORY REPORTS AND DATA FILE RECORD LAYOUT
\begin{tabular}{|c|c|}
\hline \multicolumn{2}{|l|}{DEPARTMENT INVENTORY REPORT - ITEMS FOUND:} \\
\hline \multicolumn{2}{|l|}{1. FOREBOTH FIXED ASSET AND S\&SINVENTORY} \\
\hline FIELD DESCRIPTION & REMARKS \\
\hline \multicolumn{2}{|l|}{Property Tag Number} \\
\hline \multicolumn{2}{|l|}{Department Location} \\
\hline \multicolumn{2}{|l|}{Departmenl Sub Location} \\
\hline \multicolumn{2}{|l|}{Department Property Description} \\
\hline \multicolumn{2}{|l|}{Department Property Custodian} \\
\hline Missing or lllegible Property Tag & Enter Condition Code 1 \\
\hline Damaged/Inoperable ltems & Enter Condition Code 2 \\
\hline Inventory Location & Enter inventory location code \\
\hline \multicolumn{2}{|l|}{Responsible Division} \\
\hline \multicolumn{2}{|l|}{Contact Person} \\
\hline \multicolumn{2}{|l|}{Additional Location Information} \\
\hline Date Inventoried & "MMDDMYYY" format \\
\hline Inventoried By-Initials & Enter inventory taker's initials \\
\hline \multicolumn{2}{|l|}{EQUIPMENT DESCRIPTION OF ASSET DOES NOT MATCH DESCRIPTION ON THE DEPARTMENT UST:} \\
\hline \multicolumn{2}{|l|}{Property Tag Number} \\
\hline \multicolumn{2}{|l|}{Department Location} \\
\hline \multicolumn{2}{|l|}{Department Sub Location} \\
\hline \multicolumn{2}{|l|}{Department Property Description} \\
\hline \multicolumn{2}{|l|}{Department Property Custodian} \\
\hline Inaccurate Description Match & Enter description found \\
\hline \multicolumn{2}{|r|}{DUPLICATEITEM NUMBERS INVENTORIED:} \\
\hline \multicolumn{2}{|l|}{Property Tag Number} \\
\hline \multicolumn{2}{|l|}{Department Location} \\
\hline \multicolumn{2}{|l|}{Department Sub Location} \\
\hline \multicolumn{2}{|l|}{Department Property Description} \\
\hline \multicolumn{2}{|l|}{Department Property Custodian} \\
\hline Inventory Location & Enter inventory location \\
\hline New Description & Enter new description \\
\hline \multicolumn{2}{|r|}{ITEMS NOT FOUND REPORT:} \\
\hline \multicolumn{2}{|l|}{Property Tag Number} \\
\hline \multicolumn{2}{|l|}{Department Location} \\
\hline \multicolumn{2}{|l|}{Department Sub Location} \\
\hline \multicolumn{2}{|l|}{Department Property Description} \\
\hline \multicolumn{2}{|l|}{Department Property Custodian} \\
\hline & \\
\hline \multicolumn{2}{|l|}{2. FOR FIXEDASSET INVENTORY ONLY WH W \(\%\),} \\
\hline \multicolumn{2}{|r|}{FIXED ASSET ITEMS WITHOUT PROPERTY TAG NUMBERS} \\
\hline \multicolumn{2}{|l|}{Department Location} \\
\hline \multicolumn{2}{|l|}{Department Sub Location} \\
\hline \multicolumn{2}{|l|}{Department Property Description} \\
\hline \multicolumn{2}{|l|}{Department Property Custodian} \\
\hline Inventory Location & Enter inventory location \\
\hline Additional Information & Enter serial number, model number, etc \\
\hline
\end{tabular}
DEPARTMENT OF PUBLIC WORKS
Stock Inventory Warehouse Locations
\begin{tabular}{|c|c|c|c|c|c|c|c|}
\hline Warehouse Code & Warehouse Title & Address & city & Zip code & Warehouse Contact & Phone Number & Hours of Operation \\
\hline 01 & Baidwin Park Road Y & 14747 E. Ramona Bivd & Baldwin Park & 91706 & Chien Benny Chow & (626) 980-1297 & M-Fri 7:00 am to \(3: 30 \mathrm{pm}\) \\
\hline 02 & Altadena Fleet Yard & 252 W . Mountain View St. & Altadena & 91001 & Bran Arechiga & (626) 79477732 & \\
\hline 03 & Westene Ster Road Yard & & Los Angeles & 900 & Edward Thomas & (310) 649.5122 & M-Th \(6: 30\) am to \(0: 00 \mathrm{pm}\) (Alternate Fridays) \\
\hline 04 & Hollydale Road Yerd & 11282 S. Garfield Ave & Downey & 90242 & Richard Mora & (562) 862 -3578 & M.Th 6:30 am to 0 :000 pm (Alternate eridays \\
\hline 05 & Palmdale Road Yard & 38126 N Sierra HMy & Palmale & 93550 & Robbye Woif & (661) \(575-9018\) & M-Th 6:30 am to \(4: 00 \mathrm{pm}\) (Alternate Fridays \\
\hline 06 A & Automotive Central Warehouse & 1537 Alcazar St & Los Angeles & & Jimmy Gabriel & (626) 458.1755 & M-Th \(6: 30 \mathrm{am}\) to \(4: 00 \mathrm{pm}\) (Alterrate Priays) \\
\hline 06 & Central Warehouse & 1537 Alcazar St & Angeles & 190033 & Martha Gheifi & (626) 458 -1714 & M-Th 6:30 am to 4:00 pm (AAlternate Friday \\
\hline 16 & Femont Supply Room & 900 S Fremont & Alhambra & 91803 & Cindy Garcia & (626) 458 -7379 & M -Th 6:30 am to 4000 p \\
\hline 70 & Signai Shoo Warehouse & 1525 Alcazar St. & Los Angeles & 90033 & Frank Heraldez & (626)458-1700 & M-Th 6:30 am \(103: 30 \mathrm{pm}\) (Alternate Fridays) \\
\hline 81 & Imperial Flood Yard & 5525 E Imperial Hwy & South Gate & 90280 & Brgitie Wilison & (562) 562 -7319 & M-Th 6:30 am to \(0: 00 \mathrm{pm}\) (Alternate Fridays \\
\hline 82 & ongden Flood Yard & 160 E Longden Ave & inwindale & 91706 & Rudy Navarro & (626) 445 -8921 & M-Th 6:30 am to 4:00 pm (Alternate Fridays \\
\hline 83 & Hansen Flood Yard & 10179 Glenoaks BLvd & Sun Valley & 91352 & Manny Rodriguez & (818) 834-0590 & M-Frr \(6: 30\) am \(103: 00 \mathrm{pm}\) \\
\hline 98 & Malibu Waterworks Yard & 23533 W Civic Center Way & Malibu & 90265 & David Rivet & (310) 456-662 & M-Th 7:00 am to 4:30 pm \\
\hline & Lancaster Waterworks W & 260 E . Averue K -8 & ancaste & 93535 & Ramiro Rodrigur & (661) 940-0385 & M-Th 7:00 am to 4:30 P \\
\hline
\end{tabular}

\footnotetext{
Warehouse Manager Contact:
Hector Rodriguera
Work: (626) 458-1714
E-mail: herod@dpw.lacounty.gov
}
DEPARTMENT OF PUBLIC WORKS
Stock Inventory Items by Warehouse
\begin{tabular}{|c|c|c|c|c|}
\hline Warehouse Code & Warehouse Title & Address & Total Nos. Items Stocked & Total Nos. Units in Items \\
\hline 01 & Baldwin Park Road Yard & 14747 E. Ramona Blvd & 1,078 & 31,610 \\
\hline 02 & Altadena Fleet Yard & 252 W. Mountain View St. & 356 & 3,639 \\
\hline 03 & Westchester Road Y ard & 5530 W .83 rd St. & 1,084 & 18,911 \\
\hline 04 & Hollydale Road Yard & 11282 S. Garfield Ave & 1,040 & 70,072 \\
\hline 05 & Palmdale Road Y ard & 38126 N Sierra Hwy & 1,457 & 54,334 \\
\hline 05A & Automotive Warehouse & 1537 Alcazar St & 575 & 9,673 \\
\hline 06 & Central Warehouse & 1537 Alcazar St & 3,737 & 1,930,302 \\
\hline 16 & Fremont Supply Room & 900 S Fremont & 471 & 14,389 \\
\hline 70 & Central Yard Paint Shop & 1525 Alcazar St. & 126 & 1,314 \\
\hline 81 & Imperial Flood Yard & 5525 E Imperial Hwy & 560 & 26,254 \\
\hline 82 & Longden Flood Yard & 160 E Longden Ave & 645 & 28,888 \\
\hline 83 & Hansen Flood Yard & 10179 Glenoaks BLvd & 657 & 41.756 \\
\hline 98 & Malibu Waterworks Yard & 23533 W Civic Center Way & 1,464 & 21,338 \\
\hline 99 & Lancaster Waterworks Warehouse & 260 E. Avenue K-8 & 1,168 & 19,080 \\
\hline
\end{tabular}

DEPARTMENT OF PUBLIC WORKS Warehouse Inventory Vendor Count
\begin{tabular}{|c|c|c|c|c|c|}
\hline & Item Number & Location Code & Description & Card Number & Vendor Count \\
\hline 1 & & & & & \\
\hline 2 & & & & & \\
\hline 3 & & & & & \\
\hline 4 & & & & & \\
\hline 5 & & & & & \\
\hline 6 & & & & & \\
\hline 7 & & & & & \\
\hline 8 & & & & & \\
\hline 9 & & & & & \\
\hline 10 & & & & & \\
\hline 11 & & & & & \\
\hline 12 & & & & & \\
\hline 13 & & & & & \\
\hline 14 & & & & & \\
\hline 15 & & & & & \\
\hline 16 & & & & & \\
\hline 17 & & & & & \\
\hline 18 & & & & & \\
\hline 19 & & & & & \\
\hline 20 & & & & & \\
\hline 21 & & & & & \\
\hline 22 & & & & & \\
\hline 23 & & & & & \\
\hline 24 & & & & & \\
\hline 25 & & & & & \\
\hline 26 & & & & & \\
\hline 27 & & & & & \\
\hline 28 & & & & & \\
\hline 29 & & & & & \\
\hline 30 & & & & & \\
\hline 31 & & & & & \\
\hline 32 & & & & & \\
\hline 33 & & & & & \\
\hline 34 & & & & & \\
\hline 35 & & & & & \\
\hline 36 & & & & & \\
\hline 37 & & & & & \\
\hline 38 & & & & & \\
\hline 39 & & & & & \\
\hline 40 & & & & & \\
\hline 41 & & & & & \\
\hline 42 & & & & & \\
\hline 43 & & & & & \\
\hline 44 & & & & & \\
\hline 45 & & & & & \\
\hline 46 & & & & & \\
\hline 47 & & & & & \\
\hline 48 & & & & & \\
\hline 49 & & & & & \\
\hline 50 & & & & & \\
\hline
\end{tabular}

COMPUCOUNT
INVENTORY SERVICE
8949 Reseda Blvd. \#222
Northridge, CA 91324
(818) 437-8798

PROPOSAL
TO
PROVIDE
INVENTORY SERVICES

FOR

\section*{LOS ANGELES COUNTY}

\section*{DEPARTMENT OF PUBLIC WORKS}

RFP for Contract 2013-AN031
SUBMISSION DATE
November 18, 2013
ORIG/NAL

\title{
cOMPUCDUNT \\ ITUENTIRYY SERVICE \\ 8949 Reseda Blvd. Suite \#222 \\ Northridge, CA 91324 \\ Phone (818) 437-8798 Fax (818) 564-4268
}

November 18, 2013
Los Angeles County
Department of Public Works
Cashier
Mezzanine Floor
900 S. Fremont Ave.
Alhambra, Ca. 91803-1331

To Whom It May Concern:

Please find enclosed one original and four copies and one USB drive with two digital copies of Compucount Inventory Service's proposal to provide inventory services per the RFP for contract 2013AN031. Compucount is proud to have served the departments needs for these particular services for the last thirteen years. We look forward to continuing to supply you with the same high-quality service you have come to expect from us.

Thank you for affording this opportunity to bid on this project.

Should you have any questions, please do not hesitate to call me (818) 437-8798.



Jades B. Holmquist Jr.
General Partner
Contract Manager
Compucount Inventory Service
8949 Reseda Blvd. Suite 222
Northridge, CA. 91324
(818) 437-8798
jHolmquist@socal.rr.com

\title{
COMPUCOUNT \\ INVENTORY SERVICE PROPOSAL TO PERFORM INVENTORY SERVICES FOR THE LOS ANGELES COUNTY DEPARTMENT OF PUBLIC WORKS NOVEMBER 18, 2013
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\section*{SECTION I - PROPOSER'S CAPABILITIES}
\begin{tabular}{|c|c|c|}
\hline BACKGROUND: & & Compucount Inventory Service is located at 8949 Reseda Blvd. Suite \#222 in Northridge, CA 91324. Our services include financial inventories; scan inventories, fixed asset inventories, and variety of other related services. Our specialty is customizing our procedures to fit our client's specific inventory needs. We provide electronic files of inventory data and a wide variety of inventory reports. \\
\hline ORGANIZATION: & & Compucount Inventory Service is a partnership between James B. Holmquist Jr. and Samantha Moreno. \\
\hline EXPERIENCE: & - & The aforementioned partners have a combined total of more than thirty-seven years of experience in the inventory business. They have worked together for many years performing various inventory services. Many of these years were spent providing service to the Los Angeles County Department of Public Works. Comp \(U\) Count has developed a method for performing inventories utilizing the Motorola MT-2070 programmable scanner andlor the National Data Computer 2.5 handheld computer in conjunction with Microsoft Excel. \\
\hline STAFF/KEY PE & & The Project Manager for this account will be James B. Holmquist Jr. He has more than twenty five years of experience managing an inventory company. He has sixteen years of experience as the Project Manager for the Los Angeles County Department of Public Works Fixed Asset Equipment Inventory (1994/1995/and 2000 thru 2013), and thirteen years of experience as the Project Manager for the Los Angeles County Department of Public Works Service and Supplies Equipment Inventory (2001 thru 2013) In Addition, he has thirteen years of experience as the Project Manager for the Los Angeles County Department of Public Works Stock Items Inventory (2001 thru 2013). \\
\hline
\end{tabular}

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COMPUCOUNT \\ INVENTORY SERVICE \\ PROPOSAL TO PERFORM INVENTORY SERVICES FOR THE LOS ANGELES COUNTY DEPARTMENT OF PUBLIC WORKS November 18, 2013
}

Section I - Proposer's Capabilities (Cont.) :
KEY PERSONNEL ( con't \(^{\prime}\) ) :
Samantha Moreno will be the head inventory supervisor. Samantha has over ten years of experience providing inventory services for various companies. She has four years of experience as a Crew Supervisor. She has seven years hands-on experience working on the Los Angeles County Department of Public Works Fixed Asset Equipment Inventory (2007 thru 2013) and seven years of hands-on experience working on Los Angeles County Department of Public Works Service and Supplies Equipment Inventory (2007 thru 2013). Samantha also has seven years of hands-on experience working on the Los Angeles County Department of Public Works Stock Item Inventory (2007 thru 2013).

Nicholas Amandos will function as lead inventory crew member/Supervisor. He will also be responsible for processing inventory reports, and developing manuals. He has eleven years of experience as an inventory auditor, eight years of experience as a Crew Supervisor, and eleven years of hands-on experience working on the Los Angeles County Dept of Public Works Fixed Asset Equipment Inventory (2003-2013), eleven years of experience working on the Supplies and Service Equipment Inventory (2003-2013), and eleven years of experience working on the Stock Item Inventory (2003-2013).

Alfredo Tello will function as a crew member/Supervisor. He has more than nineteen years of experience in the inventory field and more than thirteen years of experience as a Crew Supervisor. Alfredo also has sixteen years handson experience working on the Los Angeles County Department of Public Works Fixed Asset Equipment Inventory (1994-1995 and 2001-2013), thirteen years of experience working on the Supplies and Service Equipment Inventory (2001-2013), and thirteen years of experience working on the Stock Item Inventory (2001-2013).

COMPUCOUNT
INVENTORY SERVICE
PROPOSAL TO PERFORM INVENTORY SERVICES FOR THE LOS ANGELES COUNTY DEPARTMENT OF PUBLIC WORKS November 18, 2013

\section*{Section I - Proposer's Capabilities (Con't):}

KEY PERSONNEL (con't) :
Marcus Hopkins will function as a crew member/Supervisor. He has more than fifteen years of experience in the inventory field and has ten years of experience as a Crew Supervisor. In addition, Marcus has fourteen years hands-on experience working on the Los Angeles County Department of Public Works Fixed Asset Equipment Inventory (2000-2013), thirteen years of experience working on the Supplies and Service Equipment Inventory (2001-2013), and thirteen years of experience working on the Stock Item Inventory (2001-2013).

Candy Hopkins will function as Scheduling Coordinator. She will be the primary contact between the County's Equipment Coordinators and Comp U Count Inventory Service crewmembers and Supervisors. She has sixteen years hands-on experience working on the Los Angeles County Dept of Public Works Fixed Asset Equipment Inventory (1994-1995 and 2000-2013), thirteen years of experience working on the Supplies and Service Equipment Inventory (2001-2013), and thirteen years of experience working on the Stock Item Inventory (2001-2013).

All additional crewmembers are required to pass a thorough training course before beginning their first assignment. In addition, all new employees are monitored extensively to ensure that accuracy is never compromised.

Resumes of the principal participants in this project can be found in the pages that follow.

FINANCIAL REFERENCES -

Wells Fargo Bank
Encino Main
15760 Ventura Blvd
Encino, CA 91436

\section*{James B. Holmquist Jr.}
> Owner

8949 Reseda Blvd. Suite 222
Northridge, Ca. 91324

\section*{EXPERIENCE}

\section*{March 1996- Present}

\section*{Compucount Inventory Service}

\section*{GENERAL PARTNER}
> Knowledge of all aspects of the business

May 1985- December 1995

\section*{ABCO INVENTORY \& COMPUTING SERVICE}

626 Glenwood Place
Burbank, CA. 91506

\section*{CONTRACT MANAGER}
\(>\) Principle duties included development and implementation of contract proposals for data entry/clerical services as well as inventory services. Successful contracts included PSI AM/PM mini markers (retail inventories and scan inventories), Kaiser Permanente Pharmacies (scan inventories), LACDPW Stock Items Inventory and Fixed Asset Inventories, Alliance Stores data processing and Music Plus (Show Industries) data processing of inventory data.

October 1981- May 1985
RGIS INVENTORY SPECIALISTS

\section*{8399 Topanga Canyon Blvd.}

West Hills, Ca. 91367

\section*{SUPERVISOR}
\(>\) Supervise auditing crews at inventory locations. Controlling workloads, and scheduling facilities for inventory. Assuring the appropriate staff is informed and overseeing the entire inventory process.

\section*{EDUCATION}

California State University Northridge
Bachelors of Science in Electrical Engineering

References are available upon request.

\section*{Samantha Moreno}
> Owner

8949 Reseda Blvd. Suite 222
Northridge, CA. 91324
(818) 437-0684
compucount@socal.rr.com

\section*{EXPERIENCE}

June 2003- Present COMPUCOUNT Inventory Service

Manager 2009-2013
> Ten years with company. Seven years of experience working with the LACDPW. Four years of Supervising the Stock Items Inventory, Supplies and Service Inventory and Fixed Asset Inventory. My duties included hiring and mentoring employees, assigning work and overseeing the inventory process.

\section*{EDUCATION}

2006-2008
Pierce College. Woodland Hills, Ca.

\section*{REFERENCES}

References are available upon request.

\section*{Candy Hopkins}


\section*{COMPUCOUNT \\ INVENTORY SERVICE \\ PROPOSAL TO PERFORM INVENTORY SERVICES FOR THE LOS ANGELES COUNTY DEPARTMENT OF PUBLIC WORKS November 18, 2013}

\section*{SECTION II - TASK 1 - FIXED ASSET INVENTORY WORK PLAN OF ACTION/APPROACH}
2.1 Compucount will provide all personnel, equipment, transportation, and forms necessary to perform the fixed asset equipment physical inventory on the approximately 3750 fixed asset items located throughout the county of Los Angeles as listed in Exhibit \(G\) of the Request for Proposal.
2.2 Compucount will co-ordinate inventory times, dates and locations (including current jobsites where equipment may be in use during the inventory) with the Property Custodians listed on Exhibit \(H\) of the Request for Proposal.
2.3 Compucount will supply a detailed Schedule of Work plan for performing the first year's FIXED ASSET EQUIPMENT INVENTORY within ten (10) days of the Board's approval of this contract. Schedules will be submitted as outlined in the RFP for subsequent years. Compucount anticipates the inventory will take approximately sixty days to complete. Compucount will notify all field office personnel (determined by the Property Custodians listed in Exhibit H) by phone and follow-up in writing with the dates designated for the physical inventory at a location. Comp U Count will request that all equipment not in use at jobsites be brought back to the main yard (or sub-yard). It is understood that the FIXED ASSET EQUIPMENT INVENTORY will only be conducted three times during the five-year contract. The first will be during 2013-2014 fiscal year the second during 2015-2016 fiscal year, and the third during the 2017-2018 fiscal year.
2.4 Items will be inventoried using the Motorola MT-2070 data collection device with built-in bar code scanner. Prior to each inventory, information from the data file supplied by the county will be downloaded to each MT-2070 to facilitate description comparison. The bar code tag on each item will be scanned, and the description of that iten will be compared to the description reported in the data file supplied by the County. If there is a discrepancy between the physical description of the item and the description listed in the County supplied list; the item will be listed (with all pertinent data) on a separate inventory exception report for "Inaccurate Description Match". The MT-2070 will then prompt the auditor with questions regarding the new description, legibility of bar code labels, operability of an item, and whether the property tag is missing or not.
2.5 Items that do not have a bar code tag (e.g. new equipment items that do not yet have a bar code label, or the bar code label is illegible or destroyed) will be entered into the MT-2070 system manually and the item will be identified on the inventory report as "Missing or Illegible Bar Code Label."

\title{
COMPUCOUNT \\ INVENTORY SERVICE \\ PROPOSAL TO PERFORM INVENTORY SERVICES FOR THE LOS ANGELES COUNTY DEPARTMENT OF PUBLIC WORKS November 18, 2013
}

\section*{SECTION II - TASK 1 - FIXED ASSET INVENTORY WORK PLAN OF ACTION/APPROACH}
2.6 During each year the FIXED ASSET EQUIPMENT INVENTORY is conducted, Compucount will replace the bar code label on approximately 600 pieces of fixed asset equipment. Compucount Auditors will completely remove the old tag and affix the correct corresponding new tag to the item. New bar code tags and a complete listing of the items whose tags must be replaced will be supplied by the County's Project Manager prior to start.
4.14 Any items that have a damaged or unreadable property tag will be identified on the inventory report as "Damaged or Illegible Property Tag."
4.14 Compucount Inventory takers will identify equipment items which are inoperable or in need of repair. If Compucount determines that the equipment is damaged beyond repair, the item will be identified on the inventory report under "Damaged/Inoperable."
2.9 If the physical location of an item is different from the location on the Public Works' Listing of Fixed Assets, Compucount will report the item as found, and will identify the new inventory location on the report under "Inventory Location."
2.10 If a fixed asset equipment number is inventoried more than once, Compucount will check the bar code label and the property tag number. If they agree, it will be assumed that the item was counted twice and the duplicate record will be removed. If the property tag number and the bar code label do not agree with the description on the Public Works' Listing of Fixed Assets, the item will be listed on a separate inventory exception report for "Duplicate Item Numbers", with the new description and inventory location entered accordingly.
2.11 Fixed asset equipment items that are not found, will be listed on a separate inventory exception report for "Items Not Found". No item will be listed as "Not Found" until every effort has been made to locate the missing fixed asset equipment. Specifically, Compucount will re-inventory the location site where the asset is currently recorded in Public Work's records. If the asset cannot be located at the original location, Compucount will work with the Property Custodian to determine which field offices and jobsites to inventory. Should all additional steps to locate the item fail, Compucount will have the responsible Coordinator complete a Department Report of Equipment Loss Form. Compucount will submit the completed Form to the Project Manager with the final inventory report. One hundred percent of the lost items will have the proper documentation.

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\section*{COMPUCOUNT \\ INVENTORY SERVICE \\ PROPOSAL TO PERFORM INVENTORY SERVICES FOR THE LOS ANGELES COUNTY DEPARTMENT OF PUBLIC WORKS \\ November 18, 2013}

\section*{SECTION II - TASK 1 - FIXED ASSET INVENTORY WORK PLAN OF ACTION/APPROACH}
2.12 Compucount will identify equipment items which appear to be fixed assets (estimated purchase price is over \(\$ 5,000.00\) ), but do not have a property tag number which can be matched to the Public Works' Fixed Asset Listing. Compucount will affix a colored tag to the item stating "NEEDS PROPERTY TAG". These items will then be listed on a separate inventory exception report for "Fixed Asset Equipment Items without Property Tag Numbers." Comp U Count will include the item's description, location, serial number, model/make, and any other identifying properties of the item.
2.13 All inventory data collected using the MT-2070's will be uploaded to an IBM compatible computer where all required reports and listings of still missing items will be generated.
4.14 Compucount will deliver the following data, in report format defined under ANNUAL EQUIPMENT INVENTORY UPDATE REPORT AND DATA FILE RECORD LAYOUT of the subject RFP (Exhibit J), using Microsoft Excel and sent through electronic mail or provided on a USB portable drive/Flash drive at the completion of the inventory process:
\begin{tabular}{ll} 
2.14.1 & \begin{tabular}{l} 
Department Inventory Report - Items Found \\
This list will contain all the assets on the Public \\
Works' listing that were found and will include the \\
following exceptions.
\end{tabular} \\
& A. Condition Code 1 - Missing or Illegible Bar Code \\
& B. Condition Code 2 - Damaged or Illegible Property
\end{tabular}

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\section*{SECTION II - TASK 1 - FIXED ASSET INVENTORY WORK PIAN OF ACTION/APPROACH}
2.14.4 Items Not Found - This is an exception report of items not found.
2.14.5 Fixed Asset Equipment Items Without Property Tag Numbers - This is an exception report of potential fixed asset equipment items without Property Tag Numbers.
4.14 Compucount will provide inventory records for each of the above reports in Microsoft Excel and will send it through electronic mail or provide a USB portable drive/Flash drive at the completion of the inventory process.
2.16 Compucount and the Public Works' Project Manager will arrange the delivery schedule of each data file.
2.17 Compucount will inventory all fixed asset equipment items at the Public Works' Headquarters building, field locations, and job sites listed in Exhibit \(G\). In addition, Compucount will inventory at County specified job sites if necessary.
2.18 In performing the inventory, Compucount personnel will:
2.18.1 Actually observe the item inventoried.
2.18.2 Verify that the equipment is in good operational condition.
2.18.3 Verify that the Property Tag number is in good condition and that the Property Tag number agrees with the description shown on the Public Works' Listing of Fixed Asset Equipment provided by Fiscal Division.
2.19 Compucount personnel will check inside trunks and truck beds of vehicles for other equipment items that may be stored there.
2.20 Résumés for each inventory specialist will be made available for review to the Department's Project Manager. Any employee deemed not acceptable by the County will be immediately replaced.
2.21 Compucount will ensure that normal operation of the Department will only be minimally disrupted during the inventory.

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\section*{SECTION II - TASK 1 - FIXED ASSET INVENTORY WORK PLAN OF ACTION/APPROACH}
2. 22 Compucount will report on a daily basis to the project manager the progress of the physical inventory so that delays beyond the scheduled completion date of each location can be determined and corrective steps can be taken at the earliest possible date.
2.23 Compucount will negotiate start dates with the Contract Manager. Compucount anticipates the need to start by June 1, 2014 for the first FIXED ASSET EQUIPMENT INVENTORY and will be completed no later than June 30, 2014. The second and third FIXED ASSET EQUIPMENT INVENTORIES will be completed by June 30,2016 and June 30, 2018 respectively. It is understood that the contract shall be for a period of five years, with the FIXED ASSET EQUIPMENT INVENTORY only being conducted three times.
2. 24 Compucount does and will observe all applicable Cal-OSHA safety requirements at all times. The Project Safety Official for this project will be Samantha Moreno, General Partner. She is thoroughly familiar with Compucount Inventory Service's Injury and Illness Prevention Program and Code of Safe Practices. Mrs. Moreno has the authority and responsibility to shut down an operation, if necessary.
4.14 Compucount does not anticipate using any sub-contractors for this particular project.
2.26 Key Staff committed to this task:

James Holmquist - Project Manager
Samantha Moreno - Head Supervisor
Marc Hopkins - Supervisor/Crew Member
Nicholas Amandos - Supervisor/Crew Member
A1fredo Tello - Supervisor/Crew Member
Candy Hopkins - Scheduling Coordinator
Stacy Schillaci - As Needed Crew Member
Jonathon Combs - As Needed Crew member
Additional Staff - Additional staff can be allocated if necessary

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\section*{SECTION III - WORK PLAN OF ACTION/APPROACH - Task 2 Services \& Supplies Equipment Inventory}
3.1. Compucount will provide all personnel, equipment, transportation, and forms necessary to perform the annual Supplies and Service Equipment physical inventory on the approximately 14,250 items located throughout the County of Los Angeles as listed in Exhibit \(I\) of the Request for Proposal.
3.2 Compucount will co-ordinate inventory times, dates and locations with the Property Custodians listed on Exhibit I of the Request for Proposal.
3.3 Compucount will supply a detailed Schedule of Work plan for performing the first year's SUPPLIES AND SERVICE EQUIPMENT INVENTORY within ten (10) days of the Board's approval of this contract. Schedules will be submitted as outlined in the RFP for subsequent years (by December 1). Compucount anticipates the inventory will take approximately sixty days to complete.
3.4 Items will be inventoried using Motorola MT-2070 data collection devices with built-in bar code scanners. Prior to each inventory, the data file supplied by the county will be downloaded to each MT-2070 to facilitate description comparison. The bar code tag on each item will be scanned, and the description of that item will be compared to the description reported in the data file supplied by the County. If there is a discrepancy between the physical description of the item and the description listed in the County supplied list; the item will be listed (with all pertinent data) on a separate inventory exception report for "Inaccurate Description Match". The MT-2070 will then prompt the auditor with questions regarding the legibility of bar code labels, operability of an item, whether the property tag is missing or not, as well as information regarding the responsible division and contact person.
3.5 Items which do not have a bar code tag (e.g. new equipment items that do not yet have a bar code label, or the bar code label is illegible or destroyed) will be entered into the system manually and the item will be identified on the inventory report as "Missing or Illegible Bar Code Label."
3.6 During the first year of the contract, Compucount will replace the bar code label on approximately 500 pieces of \(S \& S\) equipment. Comp \(U\) Count Auditors will completely remove the old tag and affix the correct corresponding new tag to the item. New bar code tags and a complete listing of the items whose tags must be replaced will be supplied by the County's Contract Manager. During the remaining years of the contract, Compucount will attach bar codes to up to 800 items identified prior to each inventory as missing a label.

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\section*{SECTION III - WORK PLAN OF ACTION/APPROACH - Task 2 Services \& Supplies Equipment Inventory}
3.7 Any items that have a damaged or unreadable property tag will be identified on the inventory report as "Damaged or Illegible Property Tag."
3.8 Compucount Inventory takers will identify equipment items which are inoperable or in need of repair. If Compucount determines that the equipment is damaged beyond repair, the item will be identified on the inventory report under "Damaged/Inoperable."
3.9 If the physical location of an item is different from the location on the Department's Listing of Service and Supplies Equipment Inventory, Compucount will report the item as found, and will identify the new inventory location on the report under "Inventory Location."
3.10 If an \(S \& S\) equipment number is inventoried more than once, Compucount will check the bar code label and the property tag number. If they agree, it will be assumed that the item was counted twice and the duplicate record will be removed. If the property tag number and the bar code label do not agree with the description on the Department's Listing of Services and Supplies Equipment Items, the item will be listed on a separate inventory exception report for "Duplicate Item Numbers", with the new description and inventory location entered accordingly.
3.11 Services and Supplies equipment items that are not found will be listed on a separate inventory exception report for "Items Not Found". No item will be listed as not found until every effort has been made to locate the missing S\&S equipment. Specifically, Compucount will re-inventory the location site where the asset is currently recorded in Public Work's records. If the asset cannot be located at the original location, Compucount will work with the Property Custodian to determine which field offices and jobsites to inventory. Should all additional steps to locate the item fail, Compucount will have the responsible Coordinator complete a Department Report of Equipment Loss Form. Comp U Count will submit the completed Form to the Project Manager with the final inventory report. One hundred percent of the lost items will have the proper documentation.
3.12 Compucount will identify equipment items which appear to be S\&S equipment inventory but do not have a property tag number which can be matched to the Department's S\&S Equipment Listing. This mainly concerns items with estimated purchase price of \(\$ 5,000.00\) or less, Compucount will affix a colored tag to the item stating "NEEDS PROPERTY TAG". These items will then be listed on a separate inventory exception report for "S\&S Equipment Items without Property Tag Numbers." Comp U Count will include the item's description, location, serial number, model/make, and any other identifying properties of the item.

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\section*{SECTION III - WORK PLAN OF ACTION/APPROACH - Task 2 Services \& Supplies Equipment Inventory}
3.13 All inventory data collected using the MT-2070s will be uploaded to an IBM compatible computer where all required reports and listings of still missing items will be generated.
3.14 Compucount will deliver the following data, in report format defined in Exhibit \(J\) under ANNUAL EQUIPMENT INVENTORY UPDATE REPORT AND RECORD LAYOUT of the subject RFP, using Microsoft Excel and will send it through electronic mail or provide a USB portable drive/Flash drive at the completion of the inventory process.

\subsection*{3.14.1 Department Inventory Report - Items Found}

This list will contain all the assets on the Public Works' listing that were found and will include the following exceptions.
A. Condition Code 1 - Missing or Illegible Bar Code Label.
B. Condition Code 2 - Damaged or Inoperable Item.
H. Inventory Location (if different from the listed location)
I. Responsible Division
J. Contact Person
K. Additional Location Information
3.14.2 Equipment Description of Asset Does Not Match Description on the Department List - This is an exception report of items found whose physical description does not match the description on the Public Works' Listing of Services and Supplies Equipment items.
3.14.3 Duplicate Item Numbers Inventoried - This is an exception report of duplicate item numbers as described in 3.10 above.
3.14.4 Items Not Found - This is an exception report of items not found.
3.15 Compucount will provide inventory records for each of the above reports in Microsoft Excel and will send it through electronic mail or provide a USB portable drive/Flash drive at the completion of the inventory process.

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\section*{SECTION III - WORK PLAN OF ACTION/APPROACH - Task 2 Services \& Supplies Equipment Inventory}
3.16 The delivery schedule of each data file will be arranged by Compucount and the Department's Contract Manager.
3.17 Compucount will inventory all Services and Supplies equipment items at the Department's Headquarters building, field locations, and job sites listed in Exhibit I of the RFP. In addition, Comp \(U\) Count will inventory at County specified job sites if necessary.
3.18 In performing the inventory, Compucount personnel will:
3.18.1 Actually observe the item inventoried.
3.18.2 Verify that the equipment is in good operational condition.
3.18.3 Verify that the Property Tag number is in good condition and that the Property Tag number agrees with the description shown on the Department's Listing of Services and Supplies Equipment provided by Fiscal Division.
3.19 Compucount will check inside trunks and truck beds of vehicles for other equipment items that may be stored there.
3.20 Résumés for each inventory specialist will be made available for review to the Department's Contract Manager. Any employee deemed not acceptable by the County will be immediately replaced.
3.21 Compucount will ensure that normal operation of the Department will only be minimally disrupted during the inventory.
3.22 Compucount will report on a daily basis to the contract manager the progress of the physical inventory so that delays beyond the scheduled completion date of each location can be determined and corrective steps can be taken at the earliest possible date.

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\section*{SECTION III - WORK PLAN OF ACTION/APPROACH - Task 2 Services \& Supplies Equipment
Inventory}
3.23 Compucount will negotiate start dates with the Project Manager. Compucount anticipates the need to start the first inventory by March 1, 2014. The first year's SERVICES and SUPPLIES EQUIPMENT INVENTORY will be completed no later than July 31, 2014. Subsequent years' completion dates will be March 31 for each year. Subsequent years' schedule will be submitted prior to December l each year. It is understood that the contract shall be for a period of one year, with subsequent four years upon mutual agreement between the Department and Comp \(U\) Count as outlined in the RFP.
3.24 Compucount does and will observe all applicable Cal-OSHA safety requirements at all times. The Project Safety Official for this project will be Samantha Moreno, General Partner. She is thoroughly familiar with Comp-U-Count Inventory Service's Injury and Illness Prevention Program and Code of Safe Practices. Mrs. Moreno has the authority and responsibility to shut down an operation, if necessary.
3.25 Compucount does not anticipate using any sub-contractors for this
particular project. particular project.
3.26 Key Staff committed to this task:

James Holmquist - Project Manager Samantha Moreno - Head Supervisor Marc Hopkins - Supervisor/Crew Member Nicholas Amandos - Supervisor/Crew Member Alfredo Tello - Supervisor/Crew Member Candy Hopkins - Scheduling Coordinator/ Property Custodian liaison Stacy Schillaci - As Needed Crew Member
Jonathon Combs - As Needed Crew member
Additional Staff - Additional staff can be allocated if necessary

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PROPOSAL TO PERFORM INVENTORY SERVICES FOR THE LOS ANGELES COUNTY DEPARTMENT OF PUBLIC WORKS November 18, 2013

\section*{SECTION IV - WORK PLAN OF ACTION/APPROACH - Task 3 - Stock Items Inventory}
4.1 Compucount will provide all personnel, equipment, and transportation necessary to perform the stock item physical inventory on the approximately 14, 400 items located at the fourteen facilities listed on Exhibit L and Exhibit \(K\) of the Request for Proposal. This includes all equipment necessary to weigh, gauge, measure, etc; and any necessary protective gear for our employees. Compucount will also supply all forms necessary with the exception of the individual inventory cards, which will be provided by the Department of Public Works.
4.2 Compucount will co-ordinate inventory times, dates and locations with the LA County Department of Public Works Contract Manager for this project. It is understood that the stock-item inventory for the first year term will begin in April 2014, and will be completed no later than May 31, 2014. It is also understood that the stock item inventory will begin in April and be completed by May 31 for subsequent years. The exact start dates for all years will be negotiated between Compucount Inventory Service and the Public Works' Contract Manager.
4.3 Compucount will supply a detailed Schedule of Work plan for performing the first year's stock item inventory within ten (I0) days of the Board's approval of this contract. Schedules will be submitted by February 1 for subsequent years. Prior to beginning the inventory, Compucount will make available to the Contract Manager, a résumé, for each inventory specialist. All employees will have experience counting automotive parts, tools, maintenance and construction materials, office supplies etc. In addition, all employees will be briefed on the different types of hazardous materials that may be encountered, and trained in how to inventory these materials safely.
4.4 Compucount Inventory Service will assign an On-Site Supervisor at every inventory. Compucount will inventory all items utilizing a team approach. Two-person teams will count and verify all stock items. Upon arrival at each site, Compucount Supervisor will set up a control station to monitor progress, and to track all inventory tags. The Supervisor will assign count areas to each team. Items will be counted by one team member, and then will be verified by the other team member. The correct count will be written on the inventory tag in the appropriate spaces provided. Half of the inventory tag will then be removed and collected by the inventory team upon completion of the assigned area. The inventory team will mark the shelf with a readily visible marker (colored dot), to provide a quick visible check of the inventory's progress. These half-tags will be brought to the control station and given to the Supervisor stationed there. The team will be assigned a new section to count and will continue until the inventory at the site is completed, or the counting is finished for the day.

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\section*{SECTION IV - WORK PLAN OF ACTION/APPROACH - Task 3 - Stock Items Inventory}

The Supervisor located at the control center will collect all half-tags from the teams, assure that all tags are accounted for (utilizing the Public Works' computer printout for that facility) and input the data from the inventory cards to a laptop computer. Fuel will not be inventoried.
4.5 In addition to the team count, Compucount will perform random audits of many items to further insure accuracy and recounts requested by The County's Contract Manager. Should the need arise, teams will be changed, retrained, or replaced as determined by the Project Manager and The County's Contract Manager. Compucount will mark finished areas with a bright colored sticker to provide a quick visible check of the inventory progress. Compucount will insure that normal operation of the Department is minimally disrupted during the inventory. Compucount's Project Manager will report to the Contract Manager on a daily basis to convey the progress of the inventory so that any delays beyond the scheduled completion date of each location can be determined and corrective steps taken at the earliest possible date.
4.6 Compucount will develop and provide for prior department approval hard copy documentation that will include, but not be limited to secured item tags for each inventoried item at each location, to account for any changes (i.e. emergency items issued) during the inventory process. Compucount will retain this data for 30 days following the completion of each count as a backup provision to the department.
4.7 Compucount will deliver to the Contract Manager a Microsoft Excel (trademark) compatible spreadsheet file on a portable storage device (e.g. compact disk, USB Flash drive etc) that will contain the result of each inventory count. The spreadsheet will contain the County's item number, description, location designation and the count performed by Compucount Inventory Service. The spreadsheet will be as specified in exhibit \(M\) of the subject RFP. The data from this file will be used to reconcile the inventory to the County's inventory records. This file will be delivered to the County's Project Manager at the end of each day's count at each location.
4.8 County staff will test inventory-related data input to ensure that the accuracy of the count is within acceptable parameters. The County will generate an error or variance list. Compucount will recount all errors on this list in the presence of Contract Manager (s) and Warehouse personnel. In most instances, the issues will be resolved prior to leaving the facility.
4.9 Compucount will report on a daily basis to the project manager the progress of the physical inventory so that delays beyond the scheduled completion date of each location can be determined and corrective steps can be taken at the earliest possible date.

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\section*{SECTION IV - WORK PLAN OF ACTION/APPROACH - Task 3- Stock Items Inventory}
4.10 Compucount does not anticipate the need to use sub-contractors for this project.
4.11 Compucount does and will observe all applicable Cal-OSHA safety requirements at all times. The Project Safety Official for this project will be Samantha Moreno, General Partner. She is thoroughly familiar with Compucount Inventory Service's Injury and Illness Prevention Program and Code of Safe Practices. Mrs. Moreno has the authority and responsibility to shut down an operation, if necessary.
4. 12 Upon request by the County Contract Manager, Compucount Inventory Service shall destroy any and all information obtained and stored at our office such as, electronic database, reports, etc pertaining to Public Works and obtained during the contract work.
4.13 Key Staff committed to this task:

James Holmquist - Project Manager
Samantha Moreno - Head Supervisor
Marc Hopkins - Supervisor/Crew Member
Nicholas Amandos - Supervisor/Crew Member
Alfredo Tello - Supervisor/Crew Member
Candy Hopkins - Scheduling Coordinator/ Property Custodian liaison
Stacy Schillaci - As Needed Crew Member
Jonathon Combs - As Needed Crew member
Additional Staff - Additional will be allocated when necessary
4.14 Number of Staff for each warehouse (Includes Supervisor/s) from list above: All Warehouses to be finished in one day except Warehouse 06 which will require 3 or 4 days.

Warehouse \# Proposed Number of Staff
6 to 8
4
6 to 8
6 to 8
8
15
4 to 5
4 to 5
3
4 to 5
4 to 5
4 to 5
8 to 10
6 to 8

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\section*{SECTION V - WORK PLAN OF ACTION APPROACH - PERSONNEL AND TRAINING}

All crewmembers are required to pass a criminal background check and thorough training course before beginning their first assignment. The training course includes a comprehensive instruction on use of the various data collection devices we use (Data computer, Scanners etc.) In addition, all new employees are mentored by experienced crewmembers until the work that they perform is accurate and satisfactory. In this way we help to ensure that accuracy is never compromised. New applicants are required to take a ten-key test prior to any formalized training on our machines. Candidates that do not demonstrate an ability to use a ten-key are not considered for employment.

Employment candidates are also screened for flexibility and willingness to travel and work unusual long hours. Those that cannot commit to this flexibility will not be considered for this project.

All current supervisors are instructed on how to deal with emergencies at Public Works facilities. In addition, all crewmembers have been instructed to contact Samantha Moreno - The Project Safety Official in the event of ANY emergency. If Samantha is not immediately reachable, crewmembers are instructed to contact James Holmquist, the Project Manager immediately. In all instances, every effort will be made to handle emergencies in a safe and timely manner.

\section*{SECTION VI - WORK PLAN OF ACTION APPROACH - Additional Work/Locations}

Should the Public Work's Contract Manager authorize additional work, including but not limited to adding work location area(s) when the need for such work arises out of unforeseen incidents or any other unanticipated need; Compucount Inventory Service will prepare and submit a written description of the work with an estimate of labor and materials.

Upon request by the Contract Manager, Compucount will provide a written quotation for any additional work/location(s), based on the rates quoted in Form PW-2 Schedule of Prices. Compucount will not begin any additional work until it is approved by the Director of Public Works and is added to the contract as a change order or amendment.

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\section*{SECTION VII - QUALITY ASSURANCE PROGRAM}

James Holmquist - General Partner of Compucount, and proposed project manager for this project will serve as the person with overall responsibility for the quality and accuracy of work performed. He will be responsible for dealing with any customer complaints that may arise. Quality procedures for each of the three "RFP Tasks" follow:
- Task 1 and Task 2 - Fixed Asset Equipment Inventory and Supplies \& Service Equipment inventory. Project Manager assigns all personnel to various facilities. Each person is given the required equipment necessary to perform the task. This includes but is not limited to: The Data Computer, a scanner, dots for marking the item when finished and a clipboard. In addition, printouts of the expected inventory items at any particular site (based on database supplied by the county) are given to each employee. As items are inventoried, auditors will highlight the items on the list they have inventoried and place a colored dot on the upper right hand corner of the barcode.
- When the auditor has finished the inventory at a site, the auditors are instructed to use this printout to see if there are items left that were not inventoried. Any item that is not highlighted will be brought to the attention of the appropriate Publics Works property custodian. Compucount Inventory Service auditors will work with the property custodian to determine if the item was overlooked or if it has been transferred to another site. The auditor will then inventory the item (if it was overlooked) or record the disposition of the item as reported by the Public Works custodian. The custodian's response to each item is then recorded in the appropriate place on the printout. Auditor will also quickly scan all items at the site to be sure that each item has a colored dot affixed to the barcode. If an item is missing the dot, the auditor will verify whether it was inventoried or not. All printouts are returned to our office, where Candy Hopkins, the scheduling coordinator, records all responses regarding missing items on a master list. This list is then used to assist in scheduling all follow-up appointments.
- Compucount Inventory Service's Project manager will review the printouts on a daily basis to ensure that all personnel are performing the tasks at hand competently. Also, the Project Manager reviews the data collected each day to make sure that all auditors are correctly recording all pertinent information.

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\section*{SECTION VII - QUALITY ASSURANCE PROGRAM}
- Task 3 - Stock Items Inventory. Project Manager assigns all personnel to various facilities. Each person is given the required equipment necessary to perform the task. This includes but is not limited to: a pencil, dots for marking the finished sections, and a clipboard. Site supervisor will assign sections to inventory teams. Supervisor will control collection of all inventory cards and verify that all are accounted for. Supervisor will also conduct random sample counts on each auditor to further insure accuracy. Teams may be reassigned or replaced if random checks reflect inaccuracy. On Site Supervisor will be available during the inventory to answer any questions that may arise.
- All forms and paperwork generated (including half tags collected during Stock Items Inventory) for this project will be stored at our office in Northridge, CA (See Section I). These records will be made available to the county upon request.

\section*{SECTION VIII - EQUIPMENT}

Compucount Inventory Service will use laptops running Microsoft Windows 7 to generate all reports associated with this project and communicate with all data collection devices used for this project. Task 1 and Task 2 will be conducted primarily using our new computerized scanners, the Motorola MT-2070. Each MT-2070 will be loaded with our proprietary software which will facilitate the collection of all the data requirements. The proprietary software allows for import of the County's Fixed Asset and Supplies and Service data file(s) which facilitates quick description comparison. Upon launching the proprietary software on the MT-2070, auditors are prompted to enter their Employee ID as well as all data required for this project. This includes but is not limited to End User, Location Code, Responsible Division, and Extra Location Information. The machine will then prompt auditor to scan the barcode for the item. If barcode is illegible or missing, the item number or serial number can be entered manually (Serial Numbers can be scanned also). The machine will then prompt the auditor to answer questions regarding barcode status, whether the description in the County's data file is accurate, and condition/operability of the item. Finally the machine will prompt for any additional notes that may be beneficial to future inventories or assist in locating the item. Description information for items not tagged or missing barcode will also be recorded. The record is then time and date stamped using the internal clock of the MT-2070. The next item and all additional items are entered in the same manner. Periodically, and upon completion of each inventory day, data from the MT-2070 is transmitted to proprietary software loaded on the laptop from which all required reports are generated.

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SUBCONTRACTORS
We do not anticipate the use of subcontractors for any part of this project.

\section*{INSURANCE}

Compucount Inventory Service is currently insured and will comply with all insurance requirements as set forth in the subject RFP. Documentation is currently on file with the Los Angeles County Department of Public Works.

\section*{CHILD SUPPORT COMPLIANCE PROGRAM}

Compucount Inventory Service fully complies with all applicable State and Federal reporting requirements relating to employment reporting for our employees and complies with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignment and will continue to maintain compliance during the term of any contract that may be awarded.

\section*{SAFELY SURENDERED BABY LAW}

Compucount Inventory Service notifies and provides 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.

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\section*{SECTION X}

REQUIRED FORMS

FORM PW-1
VERIFICATION OF PROPOSAL


SCHEDULE OF PRICES
FOR
INVENTORY SERVICES (2013-AN031)
The undersigned Proposer offers to perform the work described in the Request for Proposals (RFP) for the following price(s). The Proposer rate(s) (hourly, monthly, etc.) shall include all administrative costs, labor, supervision, materials, transportation, taxes, equipment, and supplies unless stated otherwise in the RFP. It is understood and agreed that where quantities, if any, are set forth in the Schedule of Prices, they are only estimates, and the unit prices quoted, if any, will apply to the actual quantities, whatever they may be.
\begin{tabular}{|c|c|c|c|c|}
\hline \% &  & . 1.4 - &  &  \\
\hline 1 & Fixed Asset Inventory (Task one) hourly rate shall include all supervision, personnel, material, and equipment costs required to inventory approximately 3,750 items per Scope of Work. Task one is to be performed biennial (every two years). & \[
\frac{28.00}{\text { Per Hour }}
\] & 850 HRS & \[
\$ 23,80
\] \\
\hline 2 & As-Needed Bar Coding for Fixed Asset Inventory (Task one). & \[
\$ \underset{\text { Per BAR CODE }}{ }
\] & 600 EACH & \$ 0.00 \\
\hline 3 & Service and Supplies Equipment Inventory (Task two) hourly rate shall include all personnel, supervision, material, and equipment costs required to inventory approximately 14,250 items per Scope of Work. Task two is to be performed annually. & \[
\frac{\$ 800}{\text { Per Hour }}
\] & 1,650 HRS & \[
\$ 46,20
\] \\
\hline 4 & As-Needed Bar Coding for Service and Supply Equipment Inventory (Task two). & \[
{ }_{\text {S O O O O O }}^{0}
\] & 800 EACH & \$ 0.00 \\
\hline 5 & Stock Inventory (Task three) hourly rate shall include all personnel, supervision, matenal, and equipment costs required to inventory per Scope of Work. Task three is to be performed annually. & \begin{tabular}{l}
\[
\$ \frac{28.00}{0}
\] \\
Per Hour
\end{tabular} & 1,000 HRS & \[
\$ 28,000
\] \\
\hline \multicolumn{4}{|r|}{\begin{tabular}{l}
TOTAL PROPOSED PRICE \\
(ITEM 1,2,3,4, AND 5)
\end{tabular}} & \[
\$ 98,00
\] \\
\hline \multicolumn{5}{|l|}{Compucount Inventory Service} \\
\hline \multicolumn{5}{|l|}{} \\
\hline \multicolumn{5}{|l|}{Partnea} \\
\hline \multicolumn{5}{|l|}{} \\
\hline \multicolumn{5}{|l|}{\begin{tabular}{l}
Proposen's Acore 58 \\
8949 RESEDA BLVD. SUTTE H2Z2 NORTHRIDGE, CA 913\$4
\end{tabular}} \\
\hline \multicolumn{4}{|l|}{\[
(818) 437-8798{ }^{\text {PN }}(818) \quad 564-4268
\]} &  \\
\hline
\end{tabular}

\section*{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.


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.

\section*{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.
\(\square\) My business is subject to a Collective Bargaining Agreement that expressly provides that it supersedes all provisions of the Program ATTACH THE AGREEMENT.

\section*{Part II: Certification of Compliance}

My business has and adheres to a wntten 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.

CONTRACTOR'S INDUSTRIAL SAFETY RECORD
2013-ANOB1
PROPOSED CONTRACT FOR:
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 pafticipated 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
 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
\begin{tabular}{|c|c|c|c|c|c|c|c|}
\hline & 2008 & 2009 & 2010 & 2011 & 2012 & Total & Current Year to Date \\
\hline 1. Number of contracts. & 20 & 24 & 22 & 27 & 21 & 114 & 17 \\
\hline 2 Total dollar amount of Contracts (in thousands of dollars). & 120 & 136 & 125 & 142 & 123 & 646 & 115 \\
\hline 3. Number of fatalities. & None & None & None & None & None & None & None \\
\hline 4. Number of lost workday cases. & None & None & None & Nore & None & Nere & None \\
\hline 5. Number of lost workday cases involving permanent transfer to another job or termination of employment. & \(\varnothing\) & \(\varnothing\) & \(\theta\) & 0 & \[
0
\] & \(\varnothing\) & \(\varnothing\) \\
\hline 6. Number of lost workdays. & \(\theta\) & \(\theta\) & \[
\theta
\] & \[
\varnothing
\] &  & \[
\theta
\] & 8 \\
\hline
\end{tabular}

\footnotetext{
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.

\section*{CONFLICT OF INTEREST CERTIFICATION}

of Compicount Inventory Service
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.


PROPOSERS REFERENCE LIST
PROPOSER NAME: Compucuvat Inventory Service
PROPOSED CONTRACT FOR: \(\qquad\) INVENTORY SERVICES
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.
\begin{tabular}{|l|l|}
\hline SERVICE: INES ATORET & SERVICE DATES: \\
\hline DEPTIDISTRICT.PUBLIC WORKS \\
\hline CONTACT: KAREN CHOI \\
\hline TELEPHONE: 626\() 458-6934\) \\
\hline FAX: \\
\hline E-MAIL: KCHOI Q deW. LACOUNTM. goV \\
\hline
\end{tabular}

\begin{tabular}{|l|l|}
\hline \begin{tabular}{l} 
SERVICE: \\
STOQVEFTTORY \\
ITEMS
\end{tabular} & SERVICE DATES: \\
\hline DEPTIISTRICT: PUBLIC WORKS \\
\hline CONTACT: MING LAM \\
\hline TELEPHONE: \((626) 458-6919\) \\
\hline FAX: \\
\hline E-MAIL: MLAM O CPU - LACOUNTY.GOV \\
\hline
\end{tabular}
B. OTHER GOVERNMENTAL AGENCIES AND PRIVATE COMPANIES

\begin{tabular}{|l|l|}
\hline SERVICE: & \\
\hline AGENCYIFIRM: ANEENTORY & SERVICE DATES: PRESENT \\
ZOO TO
\end{tabular}



PROPOSER'S REFERENCE LIST
PROPOSER NAME: \(\qquad\) Compucount Inventory Service PROPOSED CONTRACT FOR: \(\qquad\) INVENTORY SERVES
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 email addresses before listing. incorrect names, telephone and/or fax numbers, or email 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.
\begin{tabular}{|l|l|}
\hline SERVICE: & SERVICE DATES: \\
\hline DEPT/ DISTRICT: & \\
\hline CONTACT: & \\
\hline TELEPHONE: \\
\hline FAX: \\
\hline EMAIL: & \\
\hline
\end{tabular}
\begin{tabular}{|l|l|}
\hline SERVICE: & SERVICE DATES: \\
\hline DEPT/DISTRICT: & \\
\hline CONTACT: & \\
\hline TELEPHONE: \\
\hline FAX: \\
\hline E-MAIL: & \\
\hline
\end{tabular}
\begin{tabular}{|l|l|}
\hline SERVICE: & SERVICE DATES: \\
\hline DEPT/ DISTRICT: & \\
\hline CONTACT: \\
\hline TELEPHONE: \\
\hline FAX: \\
\hline EMAIL: \\
\hline
\end{tabular}
\begin{tabular}{|l|l|}
\hline SERVICE: & SERVICE DATES: \\
\hline DEPT/DISTRICT: & \\
\hline CONTACT: \\
\hline TELEPHONE: \\
\hline FAX: \\
\hline E-MAIL: \\
\hline
\end{tabular}
B. OTHER GOVERNMENTAL AGENCIES AND PRIVATE COMPANIES



\begin{tabular}{|l|l|}
\hline SERVICE: & SERVICE DATES: \\
\hline AGENCYI FIRM: & \\
\hline ADDRESS: \\
\hline CONTACT: \\
\hline TELEPHONE: \\
\hline FAX: \\
\hline EMAIL: \\
\hline
\end{tabular}

PROPOSER'S EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION


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.
\begin{tabular}{|l|l|ll|}
\hline 1. & \begin{tabular}{l} 
The proposer has a written policy statement prohibiting any discrimination in \\
all phases of employment.
\end{tabular} & \begin{tabular}{l} 
YES \\
\hline 2.
\end{tabular} \begin{tabular}{l} 
The proposer periodically conducts a self- analysis or utilization analysis of \\
its work force.
\end{tabular} & \begin{tabular}{l} 
NO
\end{tabular} \\
\hline 3. & \begin{tabular}{l} 
The proposer has a system for determining if its employment practices are \\
discriminatory against protected groups.
\end{tabular} & NO \\
\hline 4. & \begin{tabular}{l} 
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.
\end{tabular} & \begin{tabular}{l} 
YES
\end{tabular} & YES \\
\hline
\end{tabular}


\section*{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.
\begin{tabular}{|l|l|l|l|}
\hline \begin{tabular}{l} 
Name Under Which \\
Subcontractor Is Licensed
\end{tabular} & \begin{tabular}{l} 
License \\
Number
\end{tabular} & & Address \\
\hline & & & \begin{tabular}{l} 
Specific Description of \\
Subcontract Service
\end{tabular} \\
\hline & & & \\
\hline & & & \\
\hline & & & \\
\hline & & & \\
\hline & & & \\
\hline & & & \\
\hline & & & \\
\hline & & & \\
\hline & & & \\
\hline & & & \\
\hline & & & \\
\hline & & & \\
\hline & & & \\
\hline & & & \\
\hline
\end{tabular}

\section*{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.
\begin{tabular}{|l|l|l|}
\hline FIRM NAME: Compucount & Inventryy Sesviee \\
\hline My County (WebVen) Vendor Number: & 16846401 \\
\hline
\end{tabular}
I. LOCAL SMALL BUSINESS ENTERPRISE PREFERENCE PROGRAM:

II. FIRMIORGANIZATION INFORMATION: The information requested below is for statistical purposes only. On final analysis and consideration of award, contractor/vendor will be selecled without regard to race/ethnicity, color, religion, sex, national origin, age, sexual orientation or disability.
\begin{tabular}{|c|c|c|c|c|c|c|}
\hline  & \multicolumn{2}{|l|}{Partnership} & \multicolumn{4}{|l|}{\(\square\) Corporation \(\square\) Nonprofit \(\square_{\text {Franchise }}\)} \\
\hline \multicolumn{7}{|l|}{\(\square\) Other (Please Specify):} \\
\hline Total Number of Employees (including owners & \multicolumn{2}{|r|}{21} & & & & \\
\hline \multicolumn{7}{|l|}{RacelEthnic Composition of Firm. Please distribute the above total number of individuals into the following categories:} \\
\hline \multirow[t]{2}{*}{Race/Ethnic Composition} & \multicolumn{2}{|l|}{Owners/Partners/ Assoclate Partners} & \multicolumn{2}{|l|}{Managers} & \multicolumn{2}{|c|}{Staff} \\
\hline & Male & Female & Male & Female & Male & Female \\
\hline Black/African American & & & & & & 1 \\
\hline Hispanic/Latino & & & 1 & & 3 & 2 \\
\hline \multicolumn{7}{|l|}{Asian or Pacific Islander} \\
\hline \multicolumn{7}{|l|}{American Indian} \\
\hline Filipino & & & & & & 1 \\
\hline White & 1 & 1 & 2 & 1 & 5 & 3 \\
\hline
\end{tabular}
III. PERCENTAGE OF OWNERSHIP IN FIRM: Please indicate by percentage (\%) how ownership of the firm is distributed.
\begin{tabular}{||l|c|r|r|r|r|c||}
\hline & \begin{tabular}{c} 
BlackJAfrican \\
American
\end{tabular} & Hispanic/ Latino & \begin{tabular}{c} 
Asian or Pacific \\
Islander
\end{tabular} & American Indian & Filipino & White \\
\hline Men & \(\%\) & \(\%\) & \(\%\) & \(\%\) & & \(\%\) \\
\hline Women & \(\%\) & \(\%\) & \(\%\) & \(\%\) & \(\%\) & \(\%\) \\
\hline
\end{tabular}
IV. CERTIFICATION AS MINORITY, WOMEN, DISADVANTAGED, AND DISABLED VETERAN BUSINESS ENTERPRISES: If your firm is currently certifed as a minonty. women disadvantaged or disabled veteran owned business enterprise by a public agency, complete the followng and attach a copy of your prool ol certication (Use back of form, if necessary.)
\begin{tabular}{|c|c|c|c|c|c|}
\hline Agency Name & Minority & Women & Disadvantaged & Disabled Veteran & Expiration Date \\
\hline Not APQLCNBLE & & & & & \\
\hline AT THLS TIMA & & & & & \\
\hline
\end{tabular}
V. DECLARATION: I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE ABOVE INFORMATION IS TRUE AND CORRECT.


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

OR
区 declares a willingness to consider GAIN and GROW participants for any future employment opening if participants) meet the minimum qualification for that opening, and
declares a willingness to provide employed GAIN and GROW participants access to proposer's employee mentoring programs), if available, to assist those individuals in obtaining permanent employment and/or promotional opportunities.


CHARITABLE CONTRIBUTIONS CERTIFICATION
\(\qquad\)
Internal Revenue Service Employer Identification Number
\[
46-3807024
\]

California Registry of Charitable Trusts "СТ" number (if applicable) N/A
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
Proposer or Contractor has examined its activities and determined that it does not now receive or raise charitable contributions regulated under California's Supervision or 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



TRANSITIONAL JOB OPPORTUNITIES PREFERENCE APPLICATION


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

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

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


REVIEWED BY COUNTY:
\begin{tabular}{|l|l|l|l|}
\hline SIGNATURE OF REVIEWER & APPROVED & DISAPPROVED & DATE \\
\hline & & & \\
\hline
\end{tabular}

\section*{PROPOSER'S LIST OF TERMINATED CONTRACTS}

PROPOSERS 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 contracts) 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.
\begin{tabular}{|l|l|}
\hline SERVICE: & TERMINATING DATE: \\
\hline NAME OF TERMINATING FIRM \\
\hline ADDRESS OF FIRM \\
\hline CONTACT PERSON: \\
\hline TELEPHONE: \\
\hline FAX: \\
\hline E-MAIL: \\
\hline
\end{tabular}
\begin{tabular}{|l|l|}
\hline SERVICE: & TERMINATING DATE: \\
\hline NAME OF TERMINATING FIRM \\
\hline ADDRESS OF FIRM \\
\hline CONTACT PERSON: \\
\hline TELEPHONE: \\
\hline FAX: \\
\hline EMAIL: \\
\hline
\end{tabular}
\begin{tabular}{|l|l|}
\hline SERVICE: & TERMINATING DATE \\
\hline NAME OF TERMINATING FIRM \\
\hline ADDRESS OF FIRM \\
\hline CONTACT PERSON \\
\hline TELEPHONE \\
\hline FAX \\
\hline E-MAIL \\
\hline
\end{tabular}
\begin{tabular}{|l|l|}
\hline SERVICE: & TERMINATING DATE: \\
\hline NAME OF TERMINATING FIRM \\
\hline ADDRESS OF FIRM \\
\hline CONTACT PERSON: \\
\hline TELEPHONE: \\
\hline FAX: \\
\hline EMAIL: \\
DATE: 11 & 18 \\
\hline
\end{tabular}

\section*{PROPOSERS 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. \(\square\) Pending LitigationThreatened Litigation
\(\square\) Judgment (check one)
1. Against \(\square\) Proposer; \(\square\) Principal; \(\square\) Both (check as appropriate)
2. Name of Litigation/Judgment: \(\qquad\)
3. Case Number:
4. Court of Jurisdiction:
5. Please provide a statement describing the size and scope of the pending/threatened litigation or judgment (use additional page if necessary):
B. \(\square\) Pending Litigation \(\square\) Threatened Litigation \(\square\) Judgment (check one)
1. Against \(\square\) Proposer; \(\square\) Principal; \(\square\) Both (check as appropriate)
2. Name of Litigation/Judgment: \(\qquad\)
3. Case Number: \(\qquad\)
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):


Compuccunt Inventory service
Proposer's Name
Paula Reseda Bud. Suite 222 Northridge, Ca. 91324
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.


\section*{CERTIFICATION OF COMPLIANCE WITH THE COUNTY'S DEFAULTED PROPERTY TAX REDUCTION PROGRAM}

The Proposer certifies that:
X. It is familiar with the terms of the County of Los Angeles Defaulted Property Tax Reduction Program, Los Angeles County Code Chapter 2.206; AND

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

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

ㅁ 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.

FORM PW-18
STATEMENT OF EQUIPMENT FORM FOR

\section*{INVENTORY SERVICES (2013-AN031)}
Sompucownt Invevtary service
\(\frac{89-19 \text { Deseda Bud Suite } 22 \text { Northricher, Ca. } 91324}{(810) 437-8798}\)
\begin{tabular}{|c|c|c|c|c|c|c|c|c|c|}
\hline  &  &  &  &  & \(\qquad\) &  &  &  & \begin{tabular}{l}
VATION one \\
PRIMARY \\
BACKUP
\end{tabular} \\
\hline Data Collectur & Motorola & MT 2070 & 2011 & 1109908500381 & new & operational & office & \(X^{\prime}\) & \\
\hline Data Collector & Motorola & MT 2070 & 2011 & 1109900500382 & new & operational & office & \(x\) & \\
\hline Duts collector & Motorola & MT2070 & 2011 & 1109900500383 & vew & operational & office & \(x\) & \\
\hline Data Collector & motorola & MT2070 & 2011 & 1109900500384 & - veu & aserational & ofrce & X & \\
\hline Data collector & motierola & MT 2070 & 2011 & 1109900500385 & new & operational & OCfice & \(x\) & \\
\hline Data collector & Motorda & MT2070 & 2011 & 1109900500384 & vew & operational & office & \(x\) & \\
\hline Laptop & Boshiba & \[
\begin{gathered}
\text { satellite } \\
755
\end{gathered}
\] & 2012 & 7 7 335381 K & nein & operationa & office & \(X\) & \\
\hline Gaptop & Tosniba & \[
\begin{gathered}
\text { satellite } \\
\text { 7lis }
\end{gathered}
\] & 2012 & \(98099984 R\) & new & operational & office & \(x\) & \\
\hline Printer & Samsura & ML2525 & 2010 & Z2LR BKE230075 & 8 促 & aperational & office & \(\times\) & \\
\hline Laptop & Dell & Latitude & 2006 & UWBA 20036 & working & operaticinal & office & & \(X\) \\
\hline Datzalollector & National DC & ICal 200 & 1998 & 53673 & working & operatiaral & office & & \(x\) \\
\hline Peta collector & National DC & ICALzO0 & 1990 & 54006 & working & operational & office & & \(x\) \\
\hline Daten collectar & NationaldC & 2.0 & 1998 & 53214 & Norking & operational & office & & \(x\) \\
\hline bata colleriar & NationalD & 2.0 & 1998 & 53879 & workina & op crational & office & & \(x\) \\
\hline Destricollectat & Natiomal DC & 2.0 & 1998 & 51600 & workire & ospational & Ofice & & \(x\) \\
\hline Data Collector & Nationalpa & 2.5 & 1998 & 71356 & working & opeiational & office & & \(x\) \\
\hline Dada Collector & National DC & 2.5 & 1998 & 6215 & wartiog & operatianal & office & & \(x\) \\
\hline
\end{tabular}
FORM PW-18

\section*{STATEMENT OF EQUIPMENT FORM}
INVENTORY SERVICE
INVENTORY SERVICES (2013-AN031)
, (818) \(437-8798\) PROPOSER'S NAME:
TEIEPHONE:
STATE BELOW THE INFORMATION FOR ALL EQUIPMENT THAT WILL BE DEDICATED ANDIOR DESIGNATED PRIMARY BACKUP TO THIS SERVICE
Please list one (1) item per line; DO NOT submit an equipment list in your own format. This form may be reproduced in order to list all equipment.


PROPOSER'S COMPLIANCE WITH THE MINIMUM REQUIREMENTS OF THE REP
Note: Proposer must check a box under each section. Failure to check any boxes or provide required responsive information may result in the disqualification of your proposal as non-responsive.

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

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

At the time of proposal submission, Proposer must meet the following minimum requirements:
1. Proposer must have a minimum of three years of experience performing inventory services similar to the service being solicited. Subcontracting is not allowed to meet this requirement.

(Please attach additional pages if needed.)
*List the page number in the proposal containing the proposer's resume/experience.
Check One:
X
Yes. Proposer does meet the experience requirement stated above. (In addition to responding on this form, as specified in Part I, Section 2.A.5, Experience, please provide a detailed narrative in your proposal to validate this minimum mandatory requirement.)
\(\square \quad\) No. Proposer does not meet the experience requirement stated above.

INVENTORY SERVICES (2013-AN031)
2. Proposer's supervising employee must have a minimum of two years of experience performing inventory services similar to the service being solicited. Subcontracting is not allowed to meet this requirement.

(Please attach additional pages if needed.)
*List the page number in the proposal containing the proposer's supervising employees) resume/experience

Check One:
Yes. Proposer's supervising employee does meet the experience requirement stated above. (In addition to responding on this form, as specified in Part I, Section 2.A.5, Experience, please provide a detailed narrative in your proposal to validate this minimum mandatory requirement.)

No. Proposer's supervising employee does not meet the experience requirement stated above.

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


COMPUCOUNT
INVENTORY SERVICE
PROPOSAL TO PERFORM INVENTORY SERVICES FOR THE LOS ANGELES COUNTY DEPARTMENT OF PUBLIC WORKS November 18, 2013

SECTION IX - ADDITIONAL DATA
There is no additional data that we wish to present.~~~


[^0]:    P:laspubICONTRACTLLorenalFLAGMEN SERVICESI201111 RFPI11 Exhibit E_Default Tax.docx

[^1]:    *Deductions may be imposed in addition to the Liquidated Damages at the sole discretion of the Contract Manager

[^2]:    *Deductions may be imposed in addition to the Liquidated Damages at the sole discretion of the Contract Manager

[^3]:    WRD - FACILITY OPERATIONS ADMIN
    WRD - FACILITY OPERATIONS ADMIN

