ROLL CALL:
Mayor/Chairman/President: Gustavo V. Camacho
Mayor Pro Tempore/Vice Chairman/Vice President: Raul Elias
Councilmembers/Directors/Commissioners: Gregory Salcido, Dr. Monica Sanchez, Brent A. Tercero

Meeting jointly and regularly with the Pico Rivera Successor Agency to the Pico Rivera Redevelopment Agency (as needed); Pico Rivera Housing Assistance Agency (as needed); Pico Rivera Water Authority (as needed); and Public Financing Authority (as needed)

INVOCATION:

PLEDGE OF ALLEGIANCE:

CERTAIN PROVISIONS OF THE BROWN ACT ARE TEMPORARILY WAIVED PURSUANT TO GOVERNOR NEWSOM’S EXECUTIVE ORDER N-25-20 AND N-29-20. IN THE INTEREST OF PUBLIC HEALTH AND SAFETY, CITY HALL FACILITIES ARE TEMPORARILY CLOSED TO THE PUBLIC UNTIL FURTHER NOTICE. CITY COUNCIL MEETINGS CAN BE VIEWED LIVE ON CTV3 AND THE CITY’S WEBSITE AT WWW.PICO-RIVERA.ORG. IF YOU WISH TO SUBMIT A PUBLIC COMMENT CARD ON ANY OF THE LISTED AGENDA ITEMS OR NON-AGENDA ITEMS, YOU MAY DO SO IN ADVANCE BY EMAIL TO THE CITY CLERK’S OFFICE AT PUBLICCOMMENTS@PICO-RIVERA.ORG PRIOR TO 4:00 P.M. ON THE DAY OF THE MEETING. PLEASE PROVIDE YOUR FULL NAME AND SUBJECT.

SPECIAL PRESENTATIONS:
• CalRecycle Compliance and Preparation for Senate Bill 1383
• Fiber Optics Master Plan

PLEASE TURN OFF ALL PAGERS AND/OR PHONES WHILE MEETING IS IN SESSION AND PLEASE REFRAIN FROM TEXTING DURING THE MEETING

In compliance with the Americans with Disabilities Act of 1990, the City of Pico Rivera is committed to providing reasonable accommodations for a person with a disability. Please call the City Clerk’s office at (562) 801-4389, if special accommodations are necessary and/or if information is needed in an alternative format. Special requests must be made in a reasonable amount of time in order that accommodations can be arranged (within 24 to 48 hours’ notice).

*Commissioners receive a $30.00 stipend per each meeting held and attended.
Public Hearing:

City Council:

   a. Open public hearing
   b. Memo from City Manager
   c. Written communication(s)
   d. Oral communication(s)
   e. Close hearing
   f. Recommendation:
      1. Conduct a public hearing; and
      2. Approve a resolution amending the customer power generation rate schedule for Pico Rivera Innovative Municipal Energy (PRIME).

Resolution No. ______ A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA, AMENDING THE CUSTOMER POWER GENERATION RATES FOR THE PICO RIVERA INNOVATIVE MUNICIPAL ENERGY (PRIME) COMMUNITY CHOICE AGGREGATION PROGRAM

   a. Open public hearing
   b. Memo from City Manager
   c. Written communication(s)
   d. Oral communication(s)
   e. Continue hearing
   f. Recommendation:
      1. Continue the Public Hearing to the City Council meeting of September 22, 2020 at which time the resolution establishing the fiscal year (FY) 2020-21 fee schedule will be presented to City Council for approval.

PUBLIC COMMENTS - IF YOU WOULD LIKE TO COMMENT ON ANY LISTED AGENDA ITEMS OR NON-AGENDA ITEMS, PLEASE EMAIL THE CITY CLERK’S OFFICE AT PUBLICCOMMENTS@PICO-RIVERA.ORG PRIOR TO 4:00 P.M. ON THE DAY OF THE MEETING. ALL EMAILS WILL BE READ INTO THE PUBLIC RECORD.

When you are called to speak, please come forward and state your name and city of residency for the record. You have three (3) minutes to make your remarks. In accordance with Government Code Section 54954.2, members of the City Council may only: 1) respond briefly to statements made or questions posed by the public; 2) ask a question for clarification; 3) provide a reference to staff or other resources for factual information; 4) request staff to report to the City Council at a subsequent meeting concerning any matter raised by the public; and 5) direct staff to place a matter of business on a future agenda. City Council members cannot comment on items that are not listed on a posted agenda.
CONSENT CALENDAR ITEMS:
All items listed on the Consent Calendar may be acted on by a single motion without separate discussion. Any motion relating to a Resolution or Ordinance shall also waive the reading of the titles in full and include its adoption as appropriate. If discussion or separate vote on any item is desired by a Councilmember or staff, that item may be pulled from the Consent Calendar for separate consideration.

City Council:

3. Minutes:
   • City Council special meeting of August 5, 2020 and regular meeting of August 11, 2020.
   Recommendation: Approve

4. 2nd Warrant Register of the 2020-2021 Fiscal Year. (700)
   Check Numbers: 285830-285862; 285863-285902; 285903-285912; 285913-286001; 286002-286019
   Special Check Numbers: None
   Recommendation: Approve

   Recommendation:

   Resolution No. ______  A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA, APPROVING AN INTEGRATED RESOURCE PLAN FOR THE PICO RIVERA INNOVATIVE MUNICIPAL ENERGY COMMUNITY CHOICE AGGREGATION PROGRAM

6. Review and Approve Investment Policy for Fiscal Year 2020-2021. (700)
   Recommendation:
   1. Approve a resolution ratifying the Investment Policy for fiscal year (FY) 2020-21 that governs investments for the City of Pico Rivera and the Successor Agency.


   Recommendation:
   1. Endorse the accuracy of information presented in the Pico Rivera Innovative Municipal Energy (PRIME) 2019 Power Content Label (PCL) based on California Choice Energy Authority’s (CalChoice) technical review.
8. **Fiscal Year 2019-2020 Fourth Quarter Treasurer’s Report, June 30, 2020.**
   Recommendation:
   1. Receive and file the Treasurer’s Report for the quarter ending June 30, 2020, which represents balances and activity for the fourth quarter (April – June) of the 2019-20 fiscal year.

9. **Approve Amendment No. 1 to Agreement No. 15-1615 to Renew Tyler Technologies New World Systems Software License, Maintenance and Services Agreement for the City of Pico Rivera Financial System.**
   Recommendation:
   1. Authorize the City Manager to execute the renewal maintenance and support agreement with Tyler Technologies, the parent company of New World Systems, Inc. for the support and maintenance of the existing City of Pico Rivera financial system, for an amount not to exceed $80,000 for Fiscal Year 2020-21 by executing Amendment No. 1 to the original software license and service agreement dated July 15, 2015.

   Agreement No. **15-1615-1**

10. **Safe Clean Water Program – Municipal Program Transfer Agreement Between the Los Angeles County Flood Control District and City of Pico Rivera.**
    Recommendation:
    1. Approve and authorize the City Manager to sign the Safe Clean Water Program-Municipal Program Transfer Agreement No. 2020MP60 with the Los Angeles County Flood Control District.

11. **Approve Agreement with School Nutrition Plus, Incorporated for the Provision of Frozen Meals.**
    Recommendation:
    1. Approve an agreement in an amount not-to-exceed $86,698 with School Nutrition Plus, Incorporated for the provision of frozen meals for Emergency Senior Meal Program enacted in response to the COVID-19 state of emergency.

    Agreement No. ________

12. **Award Veterans and Ladies Auxiliary Park Playground Renovation Project No. 50031 Contract to Playcore Wisconsin, Incorporated and Amend the Fiscal Year 2020-21 Budget.**
    Recommendation:
    1. Award a Professional Service Agreement to Playcore Wisconsin, Inc., dba: Game Time, Inc. to replace the playground and surfacing for an amount of $80,234 and execute an agreement in a form approved by the City Attorney; and
    2. Amend the fiscal year (FY) 2020-21 adopted budget by allocating $92,269 in appropriations to the Miscellaneous State Grants Fund 699 (Account No. 699.70.7300-54500).
Agreement No. ________

13. Pico Park Facility Improvements Project (CIP No. 50030) – Notice of Completion. (500)

Recommendation:
1. Accept the work completed for the Pico Park Facility Improvements Project (CIP No. 50030) by Herk Edwards, Incorporated and authorize the City Clerk to file the Notice of Completion with the Los Angeles County Registrar-Recorder; and
2. Approve the Final Total Project Budget of $109,534.

14. Annual Signing and Striping Improvements Project (CIP No. 50002) – Notice of Completion. (500)

Recommendation:
1. Accept the work as completed for the Annual Signing and Striping Improvements Project (CIP No. 50002) constructed by PCI and authorize the City Clerk to file the Notice of Completion with the Los Angeles County Registrar-Recorder; and
2. Authorize the City Manager to release the retention payment to PCI following the mandatory waiting period from the date the Notice of Completion is recorded.

15. Records and Information Management Policy and Electronic Communication Policy. (300)

Recommendation:
1. Adopt City of Pico Rivera Records and Information Management Policy and Electronic Communication Policy.

Water Authority:

16. Minutes:
   • Water Authority regular meeting of August 11, 2020.

Recommendation: Approve

17. Electrical Panel Replacement at Plant No. 3 (CIP No. 50027) – Authorization to Advertise for Construction. (500)

Recommendation:
1. Approve Plans, Specifications and Estimate for the Electrical Panel Replacement at Plant No. 3 Project (CIP No. 50027) and authorize the City Clerk to publish the Notice Inviting Bids; and
2. Approve the Notice of Exemption (NOE) for the subject project and authorize the City Clerk to file the NOE with the County Recorder, in accordance with the California Environmental Quality Act.

CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION:

REGULAR AGENDA: None.
GOOD OF THE ORDER (INTERGOVERNMENTAL AGENCY MEETINGS, AB 1234 REPORTS, NEW BUSINESS, OLD BUSINESS):

CLOSED SESSION(S):

ADJOURNMENT:

AFFIDAVIT OF POSTING

I, Anna M. Jerome, City Clerk, for the City of Pico Rivera, DO HEREBY CERTIFY, under penalty of perjury under the laws of the State of California, that the foregoing notice was posted at the Pico Rivera City Hall bulletin board, Pico Rivera website [www.pico-rivera.org](http://www.pico-rivera.org), Pico Rivera Post Office and Parks: Smith, Pico and Rivera which are available for the public to view on this 3rd, day of September 2020.

Dated this 3rd, day of September 2020

Anna M. Jerome, CMC
City Clerk

SB343 NOTICE

In compliance with and pursuant to the provisions of SB343 any public writing distributed by the City Clerk to at least a majority of the City Council Members regarding any item on this regular meeting agenda will be available on the City’s website.
STATEMENT REGARDING DECORUM AT CITY COUNCIL MEETINGS

If you wish to speak at the time set aside for public comments, the City Council has established the following standards and Rules of Decorum as allowed by State law.

- Public comment is limited to those portions of the meeting referred to as Public Comments. These portions are intended for members of the public to address the City Council, Successor Agency, Housing Assistance Agency or Water Authority on matters related to agendas or any other items under the subject matter jurisdiction of the City Council or Agencies. Please fill out the desired color-coded card prior to the start of the meeting at 6:00 p.m. Once the meeting has begun, no further cards will be accepted.

- A **yellow** Public Hearing Comment Request card must be completed to speak during a Public Hearing.

- A **green** Public Comment Request – Card is for those wishing to address the Council/Agency on agenda items or any other items under the subject jurisdiction of the City Council/Agency.

- Citizens may address the Council, Successor Agency or Housing Assistance Agency once for a **maximum of three minutes**. After each speaker returns to his/her seat, the Mayor shall determine the time and manner of response, but typically if answers are available, they will be given after all speakers have had an opportunity to address the City Council.

- Members of the audience are asked to refrain from clapping or otherwise speaking from their seats. Those not meeting the standards for decorum may be escorted from the meeting.

RULES OF DECORUM CAN BE FOUND IN THE PICO RIVERA MUNICIPAL CODE SECTION 2.08.050 AS ESTABLISHED BY ORDINANCE 783 ADOPTED ON AUGUST 20, 1990 AND AMENDED BY ORDINANCES 822 (SEPTEMBER 21, 1992) AND 1020 (MARCH 21, 2006).
To: Mayor and City Council

From: City Manager

Meeting Date: September 8, 2020

Subject: PUBLIC HEARING - APPROVAL OF A RESOLUTION AMENDING CUSTOMER POWER GENERATION RATE SCHEDULE FOR PICO RIVERA INNOVATIVE MUNICIPAL ENERGY (PRIME)

Recommendation:

1. Conduct a public hearing; and

2. Approve a resolution amending the customer power generation rate schedule for Pico Rivera Innovative Municipal Energy (PRIME).

Fiscal Impact:

The proposed rates are designed to generate sufficient revenue to fund ongoing Pico Rivera Innovative Municipal Energy (PRIME) operations and maintain approved reserves according to adopted policies. The proposed rates are at parity when compared to Southern California Edison’s (SCE) current generation rate schedule. The potential fiscal impact is a $90,000 decrease of revenue in FY 2020-21, which was not included in the adopted budget.

Background:

On September 1, 2017, Pico Rivera Innovative Municipal Energy (PRIME) became the ninth operational Community Choice Aggregation (CCA) program in the State of California, launching all residential, municipal and commercial accounts by May 2018. Since launch, the program has experienced a 95% participation rate and vast support from the local and surrounding communities.

PRIME’s mission is to design an aggressive, strategic procurement portfolio that provides our organization with the versatility to implement the critical and innovative initiatives required to achieve PRIME’s vision. This is fundamental to the program’s success and its ability to provide quality programs and services to its customers. PRIME’s mission goes beyond providing energy discounts, and extends to achieving greater local control over the provision of electrical services, and the promotion of
competitively priced renewable energy options to customers in an effort to create sustainable, innovative approaches to modern living.

**Discussion:**

At its regular meeting on February 27, 2018, the City Council approved Resolution No. 6944 (and as thereafter amended on September 10, 2019 by Resolution No. 7033 and on April 14, 2020 by Resolution No. 7060), establishing Rate Schedules for Pico Rivera Innovative Municipal Energy (PRIME) and authorizing further rate changes by approval of further resolutions. For ease in customer understanding and cost comparison, PRIME’s rates are developed to mirror those of Southern California Edison (SCE). Initial rates were set to provide a 3% savings for the energy generation portion of a customer’s electric bill. By offering a 3% discount to its customers, PRIME has saved Pico Rivera residents and businesses over $1.0M since launch.

On June 1, 2020 SCE changed their generation rates for the 2\(^{nd}\) time this year, resulting in an average premium of 2% for PRIME customers. Additionally, on July 1, 2020 SCE filed the annual Energy Resource Recovery Account (ERRA) application which sets generation, delivery, and Power Charger Indifference Adjustment (PCIA) rates and suggests another rate update will occur in March 2021. The PRIME rates as proposed are at parity with current SCE generation rates, after taking into account the PCIA fee. A priority of the City Council of the City of Pico Rivera (City Council) is protection of the City’s general funds, maintaining reserves to ensure long term program rate stability and generating revenue sufficient to cover operating costs. Recent market conditions for the cost of power, and related power products such as Resource Adequacy, has resulted in a reduction in the ability for PRIME to offer rate discounts to customers while maintaining a viable program. PRIME staff will continue to monitor market conditions for an opportunity for rate discounts to again be offered to customers.

The proposed rates reflect an adjustment to the PCIA fee charged by SCE to PRIME customers, and bring customer generation costs back into parity with SCE’s costs.

In addition to adjusting rates for the PRIME Power default energy product, staff recommends changing the current methodology related to the 100% Renewable Energy product, PRIME Future, for residential customers. The recommended change is reflected below:

<table>
<thead>
<tr>
<th></th>
<th>Current Rate</th>
<th>Proposed Rate</th>
<th>Estimated Monthly Savings based on 533 kWh</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>$11/month</td>
<td>$.01/kWh</td>
<td>$ (5.67)</td>
</tr>
<tr>
<td>Residential CARE</td>
<td>$7/month</td>
<td>$.01/kWh</td>
<td>$ (1.67)</td>
</tr>
</tbody>
</table>
Staff recommends City Council adopt the rates with an effective date of September 1, 2020.

*Rate Development:*
The proposed customer power generation rates were developed to meet the City Council’s goals providing sufficient revenue to cover the costs of operation and corresponding reserve funds. The proposed rate schedules (Enclosure 2) mirror the form offered by SCE to make it easier for customers to compare costs.

Operating in a competitive environment presents several challenges that require a responsive team that can adjust to the ever-changing fluctuations in the energy market. Staff is confident that the proposed rates are reflective of the research, forecasting, and risk mitigation efforts conducted by staff and consultants to respond and adjust to these fluctuations in the marketplace.

*Notice:*
Ten (10) day notice of this public hearing was published, and the rate schedule and relevant documents have been available for public inspection in the City Clerk’s Office.

*Conclusion:*

It is recommended that the City Council approve a resolution amending the customer power generation rate schedule for Pico Rivera Innovative Municipal Energy (PRIME) effective September 1, 2020 as authorized by Resolution No. 6944 (and as thereafter amended).

Steve Carmona

SC:KF:km

Enclosures: 1) Resolution
2) Resolution 6944
3) Customer Power Generation Rate Schedule
4) Public Hearing Notice
RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA, AMENDING THE CUSTOMER POWER GENERATION RATES FOR THE PICO RIVERA INNOVATIVE MUNICIPAL ENERGY (PRIME) COMMUNITY CHOICE AGGREGATION PROGRAM

WHEREAS, the City Council of the City of Pico Rivera has heretofore adopted Ordinance 1105, declaring its intent to establish a Community Choice Aggregation (CCA) program to be known as Pico Rivera Innovative Municipal Energy (PRIME); and

WHEREAS, the City Council has additionally heretofore approved an Implementation Plan to establish a CCA program, and such Implementation Plan was certified by the California Public Utilities Commission on April 26, 2017; and

WHEREAS, the City Council of the City of Pico Rivera has heretofore adopted Resolution No. 6944 (and as thereafter amended by Resolutions 7033 and 7060), Establishing Electric Generation Rates (“Rates”) for Pico Rivera Innovative Municipal Energy (“PRIME”); and

WHEREAS, the City Council now desires to adjust its power generation rate schedule based on the authority granted through Resolutions No. 6944; and

WHEREAS, the City Council has held a duly noticed public hearing and has considered all evidence and testimony offered at said hearing.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pico Rivera as follows:

SECTION 1. That based upon and in consideration of staff reports, presentations, public testimony and comment, and such other matters presented to the City Council during the public hearing on this matter, the City Council finds and declares the foregoing recitals to be true and correct and incorporates the same as substantive findings herein.

SECTION 2. That the rates for power generation for all customers of PRIME are amended pursuant to rate schedule attached hereto and incorporated fully herein, and such rates shall be effective as of September 1, 2020.

SECTION 3. The rates for power generation established by this resolution may be amended by resolution of the City Council, subject to compliance with applicable polices and laws relating to the same.

SECTION 4. In accordance with the provisions of the California Environmental Quality Act (CEQA), to the extent that the actions constitute a project, there is no
possibility that the rate change contemplated herein will have a significant effect on the environment and as a result, no further CEQA review is necessary. This determination is in accordance with Section 15061(b)(3) of the CEQA Guidelines that states, a project is exempt from CEQA where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

Section 5. That the City Clerk shall attest to the passage of this resolution, and it shall thereupon be in full force and effect.

APPROVED and PASSED this 8th day of September, 2020.

___________________________
Gustavo V. Camacho, Mayor

ATTEST:                      APPROVED AS TO FORM:

__________________________   ___________________________
Anna M. Jerome, City Clerk   Arnold M. Alvarez-Glasman, City Attorney

AYES:
NOES:
ABSENT:
ABSTAIN:
RESOLUTION NO. 6944

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA, ESTABLISHING THE CUSTOMER POWER GENERATION RATES FOR THE PICO RIVERA INNOVATIVE MUNICIPAL ENERGY COMMUNITY CHOICE AGGREGATION PROGRAM

WHEREAS, the City Council of the City of Pico Rivera has heretofore adopted Ordinance 1105, declaring its intent to establish a Community Choice Aggregation (CCA) program to be known as Pico Rivera Innovative Municipal Energy (PRIME);

WHEREAS, the City Council has additionally heretofore approved an Implementation Plan to establish a CCA program, and such Implementation Plan was certified by the California Public Utilities Commission (CPUC) on April 26, 2017;

WHEREAS, the City Council now desires to establish power generation rate schedules for all customers of PRIME, with rates established in an amount sufficient to cover the operating costs of PRIME and such reserves as the City Council deems necessary and appropriate; and

WHEREAS, the City Council has held a duly noticed public hearing concerning the proposed power generation rate schedules, has considered all evidence and testimony offered at said hearing, and all other prerequisites to the adoption of this Resolution have been satisfied.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA, DOES HEREBY RESOLVE, DETERMINE, FIND AND ORDER, AS FOLLOWS:

SECTION 1. That based upon and in consideration of staff reports, presentations, public testimony and comment, and such other matters presented to the City Council during the public hearing on this matter, the City Council finds and declares the foregoing recitals to be true and correct and incorporates the same as substantive findings herein.

SECTION 2. That the rates for power generation for all customers of PRIME are established pursuant to rate schedule attached hereto and incorporated fully herein, and such rates shall be effective with meter readings beginning as of March 1, 2018.

SECTION 3. The rates for power generation established by this Resolution may be amended by Resolution of the City Council, subject to compliance with applicable polices and laws relating to the same.

SECTION 4. That the City Clerk shall certify to the adoption of this Resolution, and it shall become effective immediately upon adoption.
PASSED, APPROVED and ADOPTED this 27th day of February, 2018.

Gustavo V. Camacho, Mayor

ATTEST:  
Anna M. Jerome, City Clerk

APPROVED AS TO FORM:  
Arnold M. Alvarez-Glasman, City Attorney

AYES:  Archuleta, Armenta, Salcido, Tercero, Camacho
NOES:  None
ABSTAIN:  None
ABSENT:  None
## SCE EQUIVALENT SCHEDULE

### PRIME RATE SCHEDULE

<table>
<thead>
<tr>
<th>UNIT/PERIOD</th>
<th>DESCRIPTION</th>
<th>ADOPTED RATE 4/13/20</th>
<th>PROPOSED RATE 9/1/20</th>
<th>% CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DOMESTIC (D)</strong></td>
<td>All Usage</td>
<td>$0.07435</td>
<td>$0.07184</td>
<td>-3.38%</td>
</tr>
<tr>
<td><strong>DOMESTIC CARE (D-CARE)</strong></td>
<td>All Usage</td>
<td>$0.07147</td>
<td>$0.07147</td>
<td>0.52%</td>
</tr>
</tbody>
</table>

### TOU-D-A (Time of Use) Grandfathered

#### ENERGY CHARGE ($/KWH)

**SUMMER**

| PEAK | June 1 through September 30 | 2pm to 6pm Weekdays, except holidays | $0.21512 | $0.21261 | -1.17% |
| OFF-PEAK | All hours other than Peak and Super Off-Peak | $0.05983 | $0.05732 | -4.20% |
| SUPER OFF-PEAK | 10pm to 8am all year, every day | $0.04149 | $0.03898 | -5.05% |

**WINTER**

| PEAK | October 1 through May 31 | 2pm to 6pm Weekdays, except holidays | $0.11856 | $0.11605 | -2.12% |
| OFF-PEAK | All hours other than Peak and Super Off-Peak | $0.04933 | $0.04682 | -5.09% |
| SUPER OFF-PEAK | 10pm to 8am all year, every day | $0.04252 | $0.04001 | -5.90% |

---

### RESIDENTIAL CUSTOMERS

<table>
<thead>
<tr>
<th>TOU-D-A CARE (Time of Use) Grandfathered</th>
<th>TOU-D-A CARE (Time of Use) Grandfathered</th>
</tr>
</thead>
</table>

#### ENERGY CHARGE ($/KWH)

**SUMMER**

| PEAK | June 1 through September 30 | 2pm to 6pm Weekdays, except holidays | $0.20798 | $0.21261 | 2.23% |
| OFF-PEAK | All hours other than Peak and Super Off-Peak | $0.05738 | $0.05732 | 0.00% |
| SUPER OFF-PEAK | 10pm to 8am all year, every day | $0.03961 | $0.03898 | -1.57% |

**WINTER**

| PEAK | October 1 through May 31 | 2pm to 6pm Weekdays, except holidays | $0.11434 | $0.11605 | 1.50% |
| OFF-PEAK | All hours other than Peak and Super Off-Peak | $0.04721 | $0.04682 | -0.72% |
| SUPER OFF-PEAK | 10pm to 8am all year, every day | $0.04060 | $0.04001 | -1.46% |
**PROPOSED RATES**  
**EFFECTIVE SEPTEMBER 1, 2020**

<table>
<thead>
<tr>
<th>SCE EQUIVALENT SCHEDULE</th>
<th>PRIME RATE SCHEDULE</th>
<th>UNIT/PERIOD</th>
<th>DESCRIPTION</th>
<th>ADOPTED RATE 4/13/20</th>
<th>PROPOSED RATE 9/1/20</th>
<th>% CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOU-D-B (Time of Use)</td>
<td>TOU-D-B (Time of Use) Grandfathered</td>
<td>ENERGY CHARGE ($/KWH)</td>
<td>SUMMER</td>
<td>June 1 through September 30 2pm to 8pm Weekdays, except holidays</td>
<td>$0.32573</td>
<td>$0.32322</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>PEAK</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Super Off-Peak</td>
<td>$0.05983</td>
<td>$0.05732</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>SUPER OFF-PEAK</td>
<td>10pm to 8am all year, every day</td>
<td>$0.01548</td>
<td>$0.01297</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>WINTER</td>
<td>October 1 through May 31 2pm to 8pm Weekdays, except holidays</td>
<td>$0.09370</td>
<td>$0.09119</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>PEAK</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Super Off-Peak</td>
<td>$0.04933</td>
<td>$0.04682</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>SUPER OFF-PEAK</td>
<td>10pm to 8am all year, every day</td>
<td>$0.01608</td>
<td>$0.01357</td>
</tr>
<tr>
<td>TOU-D-B CARE (Time of Use)</td>
<td>TOU-D-B CARE (Time of Use) Grandfathered</td>
<td>ENERGY CHARGE ($/KWH)</td>
<td>SUMMER</td>
<td>June 1 through September 30 2pm to 8pm Weekdays, except holidays</td>
<td>$0.31524</td>
<td>$0.32322</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>PEAK</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Super Off-Peak</td>
<td>$0.05738</td>
<td>$0.05732</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>SUPER OFF-PEAK</td>
<td>10pm to 8am all year, every day</td>
<td>$0.01438</td>
<td>$0.01297</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>WINTER</td>
<td>October 1 through May 31 2pm to 6pm Weekdays, except holidays</td>
<td>$0.09023</td>
<td>$0.09119</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>PEAK</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Super Off-Peak</td>
<td>$0.04721</td>
<td>$0.04682</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>SUPER OFF-PEAK</td>
<td>10pm to 8am all year, every day</td>
<td>$0.01496</td>
<td>$0.01357</td>
</tr>
</tbody>
</table>
# Proposed Rates

**Effective September 1, 2020**

<table>
<thead>
<tr>
<th>SCE Equivalent Schedule</th>
<th>Prime Rate Schedule</th>
<th>Unit/Period</th>
<th>Description</th>
<th>Adopted Rate 4/13/20</th>
<th>Proposed Rate 9/1/20</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOU-D-Prime ENERGY CHARGE ($/KWH)</td>
<td>SUMMER</td>
<td>PEAK</td>
<td>4pm - 9pm, except holidays</td>
<td>$0.21474</td>
<td>$0.21223</td>
<td>-1.17%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4pm-6pm Weekends &amp; Holidays</td>
<td>$0.09915</td>
<td>$0.09664</td>
<td>-2.53%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All other hours</td>
<td>$0.03489</td>
<td>$0.03338</td>
<td>-4.43%</td>
</tr>
<tr>
<td></td>
<td>WINTER</td>
<td>MID-PEAK</td>
<td>4pm - 9pm winter weekdays and weekends</td>
<td>$0.17847</td>
<td>$0.17596</td>
<td>-1.41%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Mid-Peak and Super Off-Peak</td>
<td>$0.03065</td>
<td>$0.02914</td>
<td>-4.97%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUPER OFF-PEAK</td>
<td>8:00 a.m. to 3:00 p.m. winter weekdays and weekends</td>
<td>$0.03065</td>
<td>$0.02914</td>
<td>-4.97%</td>
</tr>
<tr>
<td>TOU-D-Prime Care ENERGY CHARGE ($/KWH)</td>
<td>SUMMER</td>
<td>PEAK</td>
<td>4pm - 9pm, except holidays</td>
<td>$0.20760</td>
<td>$0.21223</td>
<td>2.23%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4pm-9pm Weekends &amp; Holidays</td>
<td>$0.09552</td>
<td>$0.09664</td>
<td>1.18%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All other hours</td>
<td>$0.03320</td>
<td>$0.03238</td>
<td>-2.60%</td>
</tr>
<tr>
<td></td>
<td>WINTER</td>
<td>MID-PEAK</td>
<td>4pm - 9pm winter weekdays and weekends</td>
<td>$0.17244</td>
<td>$0.17596</td>
<td>2.04%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Mid-Peak and Super Off-Peak</td>
<td>$0.02909</td>
<td>$0.02814</td>
<td>-3.27%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUPER OFF-PEAK</td>
<td>8:00 a.m. to 3:00 p.m. winter weekdays and weekends</td>
<td>$0.02909</td>
<td>$0.02814</td>
<td>-3.27%</td>
</tr>
</tbody>
</table>
### Proposed Rates

**Effective September 1, 2020**

<table>
<thead>
<tr>
<th>Unit/Period</th>
<th>Description</th>
<th>Adopted Rate 4/13/20</th>
<th>Proposed Rate 9/1/20</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TOU-D-T (Time of Use Tiered)</strong></td>
<td><strong>ENERGY CHARGE ($/KWH)</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>SUMMER</strong></td>
<td><strong>June 1 through September 30</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tier 1 PEAK - Up to 130% of Baseline</td>
<td>12pm - 6pm, except holidays</td>
<td>$0.10717</td>
<td>$0.10466</td>
<td>-2.34%</td>
</tr>
<tr>
<td>Tier 1 OFF-PEAK - Up to 130% of Baseline</td>
<td>All other hours, all year, every day</td>
<td>$0.09553</td>
<td>$0.09302</td>
<td>-2.63%</td>
</tr>
<tr>
<td>Tier 2 PEAK - More than 130% of Baseline</td>
<td>12pm - 6pm, except holidays</td>
<td>$0.10717</td>
<td>$0.10466</td>
<td>-2.34%</td>
</tr>
<tr>
<td>Tier 2 OFF-PEAK - More than 130% of Baseline</td>
<td>All other hours, all year, every day</td>
<td>$0.09553</td>
<td>$0.09302</td>
<td>-2.63%</td>
</tr>
<tr>
<td><strong>WINTER</strong></td>
<td><strong>October 1 through May 31</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tier 1 PEAK - Up to 130% of Baseline</td>
<td>12pm - 6pm, except holidays</td>
<td>$0.06600</td>
<td>$0.06349</td>
<td>-3.80%</td>
</tr>
<tr>
<td>Tier 1 OFF-PEAK - Up to 130% of Baseline</td>
<td>All other hours, all year, every day</td>
<td>$0.05810</td>
<td>$0.05559</td>
<td>-4.32%</td>
</tr>
<tr>
<td>Tier 2 PEAK - More than 130% of Baseline</td>
<td>12pm - 6pm, except holidays</td>
<td>$0.06600</td>
<td>$0.06349</td>
<td>-3.80%</td>
</tr>
<tr>
<td>Tier 2 OFF-PEAK - More than 130% of Baseline</td>
<td>All other hours, all year, every day</td>
<td>$0.05810</td>
<td>$0.05559</td>
<td>-4.32%</td>
</tr>
</tbody>
</table>

| **TOU-D-T CARE (Time of Use Tiered)** | **ENERGY CHARGE ($/KWH)**                              |                       |                       |          |
| **SUMMER**                           | **June 1 through September 30**                       |                       |                       |          |
| Tier 1 PEAK - Up to 130% of Baseline | 12pm - 6pm, except holidays                         | $0.10329              | $0.10466              | 1.32%    |
| Tier 1 OFF-PEAK - Up to 130% of Baseline | All other hours, all year, every day                | $0.09200              | $0.09302              | 1.10%    |
| Tier 2 PEAK - More than 130% of Baseline | 12pm - 6pm, except holidays                         | $0.10329              | $0.10466              | 1.32%    |
| Tier 2 OFF-PEAK - More than 130% of Baseline | All other hours, all year, every day                | $0.09200              | $0.09302              | 1.10%    |
| **WINTER**                           | **October 1 through May 31**                          |                       |                       |          |
| Tier 1 PEAK - Up to 130% of Baseline | 12pm - 6pm, except holidays                         | $0.06337              | $0.06349              | 0.19%    |
| Tier 1 OFF-PEAK - Up to 130% of Baseline | All other hours, all year, every day                | $0.05571              | $0.05559              | -0.21%   |
| Tier 2 PEAK - More than 130% of Baseline | 12pm - 6pm, except holidays                         | $0.06337              | $0.06349              | 0.19%    |
| Tier 2 OFF-PEAK - More than 130% of Baseline | All other hours, all year, every day                | $0.05571              | $0.05559              | -0.21%   |
## PROPOSED RATES

**EFFECTIVE SEPTEMBER 1, 2020**

<table>
<thead>
<tr>
<th>SCE EQUIVALENT SCHEDULE</th>
<th>PRIME RATE SCHEDULE</th>
<th>UNIT/PERIOD</th>
<th>DESCRIPTION</th>
<th>ADOPTED RATE 4/13/20</th>
<th>PROPOSED RATE 9/1/20</th>
<th>% CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOU D-4</td>
<td>TOU D-4</td>
<td></td>
<td></td>
<td>SUMMER</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PEAK</td>
<td>4pm - 8pm, weekdays except holidays</td>
<td>$0.1561 $0.1536</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4pm-9pm Weekends &amp; Holidays</td>
<td>$0.0824 $0.0799</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All other hours</td>
<td>$0.0542 $0.0517</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SUMMER</td>
<td>June 1 through September 30</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PEAK</td>
<td>4pm - 8pm, weekdays except holidays</td>
<td>$0.1561 $0.1536</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4pm-9pm Weekends &amp; Holidays</td>
<td>$0.0824 $0.0799</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All other hours</td>
<td>$0.0542 $0.0517</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SUMMER</td>
<td>June 1 through September 30</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PEAK</td>
<td>4pm - 8pm, weekdays except holidays</td>
<td>$0.1561 $0.1536</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4pm-9pm Weekends &amp; Holidays</td>
<td>$0.0824 $0.0799</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All other hours</td>
<td>$0.0542 $0.0517</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SUMMER</td>
<td>June 1 through September 30</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PEAK</td>
<td>4pm - 8pm, weekdays except holidays</td>
<td>$0.1561 $0.1536</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4pm-9pm Weekends &amp; Holidays</td>
<td>$0.0824 $0.0799</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All other hours</td>
<td>$0.0542 $0.0517</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SUMMER</td>
<td>June 1 through September 30</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PEAK</td>
<td>4pm - 8pm, weekdays except holidays</td>
<td>$0.1561 $0.1536</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4pm-9pm Weekends &amp; Holidays</td>
<td>$0.0824 $0.0799</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All other hours</td>
<td>$0.0542 $0.0517</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SUMMER</td>
<td>June 1 through September 30</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PEAK</td>
<td>4pm - 8pm, weekdays except holidays</td>
<td>$0.1561 $0.1536</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4pm-9pm Weekends &amp; Holidays</td>
<td>$0.0824 $0.0799</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All other hours</td>
<td>$0.0542 $0.0517</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SUMMER</td>
<td>June 1 through September 30</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PEAK</td>
<td>4pm - 8pm, weekdays except holidays</td>
<td>$0.1561 $0.1536</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4pm-9pm Weekends &amp; Holidays</td>
<td>$0.0824 $0.0799</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All other hours</td>
<td>$0.0542 $0.0517</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SUMMER</td>
<td>June 1 through September 30</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PEAK</td>
<td>4pm - 8pm, weekdays except holidays</td>
<td>$0.1561 $0.1536</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4pm-9pm Weekends &amp; Holidays</td>
<td>$0.0824 $0.0799</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All other hours</td>
<td>$0.0542 $0.0517</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SUMMER</td>
<td>June 1 through September 30</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PEAK</td>
<td>4pm - 8pm, weekdays except holidays</td>
<td>$0.1561 $0.1536</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4pm-9pm Weekends &amp; Holidays</td>
<td>$0.0824 $0.0799</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All other hours</td>
<td>$0.0542 $0.0517</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SUMMER</td>
<td>June 1 through September 30</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PEAK</td>
<td>4pm - 8pm, weekdays except holidays</td>
<td>$0.1561 $0.1536</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4pm-9pm Weekends &amp; Holidays</td>
<td>$0.0824 $0.0799</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All other hours</td>
<td>$0.0542 $0.0517</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SUMMER</td>
<td>June 1 through September 30</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PEAK</td>
<td>4pm - 8pm, weekdays except holidays</td>
<td>$0.1561 $0.1536</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4pm-9pm Weekends &amp; Holidays</td>
<td>$0.0824 $0.0799</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All other hours</td>
<td>$0.0542 $0.0517</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SUMMER</td>
<td>June 1 through September 30</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PEAK</td>
<td>4pm - 8pm, weekdays except holidays</td>
<td>$0.1561 $0.1536</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4pm-9pm Weekends &amp; Holidays</td>
<td>$0.0824 $0.0799</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All other hours</td>
<td>$0.0542 $0.0517</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SUMMER</td>
<td>June 1 through September 30</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PEAK</td>
<td>4pm - 8pm, weekdays except holidays</td>
<td>$0.1561 $0.1536</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4pm-9pm Weekends &amp; Holidays</td>
<td>$0.0824 $0.0799</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All other hours</td>
<td>$0.0542 $0.0517</td>
</tr>
<tr>
<td>Unit/Period</td>
<td>Description</td>
<td>Adopted Rate 4/13/20</td>
<td>Proposed Rate 9/1/20</td>
<td>% Change</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------</td>
<td>-------------</td>
<td>-----------------------</td>
<td>-----------------------</td>
<td>----------</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Summer</strong></td>
<td>June 1 through September 30</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Peak</strong></td>
<td>5:00 p.m. to 8:00 p.m. summer weekdays except holidays</td>
<td>$0.24704</td>
<td>$0.24453</td>
<td>-1.02%</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Mid-Peak</strong></td>
<td>5:00 p.m. to 8:00 p.m. summer weekends and holidays</td>
<td>$0.12394</td>
<td>$0.12143</td>
<td>-2.03%</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Off-Peak</strong></td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.04756</td>
<td>$0.04505</td>
<td>-5.28%</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Winter</strong></td>
<td>October 1 through May 31</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Mid-Peak</strong></td>
<td>5:00 p.m. to 8:00 p.m. winter weekdays, weekends and holidays</td>
<td>$0.15640</td>
<td>$0.15389</td>
<td>-1.60%</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Off-Peak</strong></td>
<td>8:00 p.m. - 8:00a.m winter weekdays, weekends and holidays</td>
<td>$0.06540</td>
<td>$0.06289</td>
<td>-3.84%</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Super Off-Peak</strong></td>
<td>6:00 a.m. - 5:00p.m winter weekdays, weekends and holidays</td>
<td>$0.04231</td>
<td>$0.03980</td>
<td>-5.93%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Note:** The table represents the proposed and adopted rates for TOU D-5 and TOU D-5 CARE energy charges. The rates are effective September 1, 2020, and show the changes from the rates effective April 13, 2020.
## SCE Equivalent Schedule

<table>
<thead>
<tr>
<th>Unit/Period</th>
<th>Description</th>
<th>Adopted Rate</th>
<th>Proposed Rate 9/1/20</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>4/13/20</td>
<td>9/1/20</td>
<td></td>
</tr>
<tr>
<td>PRIME Future - 100% RENEWABLE OPTION</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENERGY CHARGE ($/KWH)</td>
<td>NON-RESIDENTIAL</td>
<td>$0.01</td>
<td>$0.01</td>
<td>0.00%</td>
</tr>
<tr>
<td>ENERGY CHARGE ($/MONTH)</td>
<td>RESIDENTIAL CARE</td>
<td>$7/Month</td>
<td>$0.01/kWh</td>
<td></td>
</tr>
<tr>
<td>ENERGY CHARGE ($/MONTH)</td>
<td>RESIDENTIAL NON-CARE</td>
<td>$11/Month</td>
<td>$0.01/kWh</td>
<td></td>
</tr>
</tbody>
</table>

Customers electing the 100% renewable service option will pay the applicable rate for the basic 50% renewable service option plus the below 100% renewable premium charge:

<table>
<thead>
<tr>
<th>Unit/Period</th>
<th>Description</th>
<th>Adopted Rate</th>
<th>Proposed Rate 9/1/20</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>4/13/20</td>
<td>9/1/20</td>
<td></td>
</tr>
</tbody>
</table>

**PRIME NEM - NET ENERGY METERING OPTION**

Customers with behind-the-meter generation can elect the NEM option and receive a payment or credit of $0.06/kWh for annual excess generation.
## PROPOSED RATES
EFFECTIVE SEPTEMBER 1, 2020

<table>
<thead>
<tr>
<th>UNIT/PERIOD</th>
<th>DESCRIPTION</th>
<th>SCE EQUIVALENT SCHEDULE</th>
<th>PRIME RATE SCHEDULE</th>
<th>ADOPTED RATE 4/13/20</th>
<th>PROPOSED RATE 9/1/20</th>
<th>% CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>COMMERCIAL</strong></td>
<td><strong>TOU-8-SEC-E</strong></td>
<td><strong>TOU-8-SEC-E</strong></td>
<td><strong>ENERGY CHARGE ($/KWH)</strong></td>
<td><strong>SUMMER</strong></td>
<td>June 1 through September 30</td>
<td>4pm to 9pm weekdays, except holidays</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>PEAK</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>MID-PEAK</strong></td>
<td>4pm to 9pm weekends</td>
<td>$0.05838</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>OFF-PEAK</strong></td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.03164</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>DEMAND CHARGE ($/KW)</strong></td>
<td><strong>SUMMER TR PEAK</strong></td>
<td>October 1 through May 31</td>
<td>4pm to 9pm summer weekdays except holidays</td>
<td>$4.96</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>WINTER</strong></td>
<td>4pm to 9pm weekdays and weekends</td>
<td>$0.08364</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>MID-PEAK</strong></td>
<td>All hours other than Mid-Peak and Super Off-Peak</td>
<td>$0.03644</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>OFF-PEAK</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>SUPER OFF-PEAK</strong></td>
<td>8am to 3pm weekdays and weekends</td>
<td>$0.01792</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>DEMAND CHARGE ($/KW)</strong></td>
<td><strong>WINTER TR MID-PEAK</strong></td>
<td></td>
<td>4pm to 9pm weekdays and weekends</td>
<td>$0.93</td>
</tr>
<tr>
<td><strong>TOU-8-SEC-D</strong></td>
<td><strong>TOU-8-SEC-D</strong></td>
<td><strong>ENERGY CHARGE ($/KWH)</strong></td>
<td><strong>SUMMER</strong></td>
<td>June 1 through September 30</td>
<td>4pm to 9pm weekdays, except holidays</td>
<td>$0.06655</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>PEAK</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>MID-PEAK</strong></td>
<td>4pm to 9pm weekends</td>
<td>$0.05831</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>OFF-PEAK</strong></td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.03157</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>DEMAND CHARGE ($/KW)</strong></td>
<td><strong>SUMMER TR PEAK</strong></td>
<td>October 1 through May 31</td>
<td>4pm to 9pm summer weekdays except holidays</td>
<td>$22.64</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>WINTER</strong></td>
<td>4pm to 9pm weekdays and weekends</td>
<td>$0.04624</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>MID-PEAK</strong></td>
<td>All hours other than Mid-Peak and Super Off-Peak</td>
<td>$0.03637</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>OFF-PEAK</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>SUPER OFF-PEAK</strong></td>
<td>8am to 3pm weekdays and weekends</td>
<td>$0.01785</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>DEMAND CHARGE ($/KW)</strong></td>
<td><strong>WINTER TR MID-PEAK</strong></td>
<td></td>
<td>4pm to 9pm weekdays and weekends</td>
<td>$4.42</td>
</tr>
</tbody>
</table>
## PROPOSED RATES
**EFFECTIVE SEPTEMBER 1, 2020**

<table>
<thead>
<tr>
<th>SCE EQUIVALENT SCHEDULE</th>
<th>PRIME RATE SCHEDULE</th>
<th>UNIT/PERIOD</th>
<th>DESCRIPTION</th>
<th>ADOPTED RATE 4/13/20</th>
<th>PROPOSED RATE 9/1/20</th>
<th>% CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TOU-8-PRI-D</strong></td>
<td></td>
<td>SUMMER</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>PEAK</td>
<td>June 1 through September 30 4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.06219</td>
<td>$0.06038</td>
<td>-2.91%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekends</td>
<td>$0.05444</td>
<td>$0.05263</td>
<td>-3.32%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.02937</td>
<td>$0.02756</td>
<td>-6.16%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUMMER TR PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$22.28</td>
<td>$22.28</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>TOU-GS-1-E</strong></td>
<td></td>
<td>SUMMER</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>PEAK</td>
<td>June 1 through September 30 4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.30177</td>
<td>$0.29963</td>
<td>-0.64%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekends</td>
<td>$0.11075</td>
<td>$0.10861</td>
<td>-1.75%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.06431</td>
<td>$0.06237</td>
<td>-3.02%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUMMER TR MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays and weekends</td>
<td>$4.71</td>
<td>$4.71</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>TOU-GS-1-E</strong></td>
<td></td>
<td>WINTER</td>
<td>October 1 through May 31</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. winter weekdays and weekends</td>
<td>$0.04325</td>
<td>$0.04144</td>
<td>-4.18%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Mid-Peak and Super Off-Peak</td>
<td>$0.03392</td>
<td>$0.03211</td>
<td>-5.34%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUPER OFF-PEAK</td>
<td>8:00 a.m. to 3:00 p.m. winter weekdays and weekends</td>
<td>$0.01642</td>
<td>$0.01461</td>
<td>-11.02%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUMMER TR MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. winter weekdays and weekends</td>
<td>$4.71</td>
<td>$4.71</td>
<td>0.00%</td>
</tr>
</tbody>
</table>
## PROPOSED RATES
### EFFECTIVE SEPTEMBER 1, 2020

<table>
<thead>
<tr>
<th>SCE EQUIVALENT SCHEDULE</th>
<th>PRIME RATE SCHEDULE</th>
<th>UNIT/PERIOD</th>
<th>DESCRIPTION</th>
<th>ADOPTED RATE 4/13/20</th>
<th>PROPOSED RATE 9/1/20</th>
<th>% CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grandfathered</td>
<td>TOU-GS-1-A (GF)</td>
<td>Energy Charge ($/KWH)</td>
<td><strong>SUMMER</strong></td>
<td>June 1 through September 30</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Peak</td>
<td>12pm to 6pm weekdays, except holidays</td>
<td>$0.11763</td>
<td>$0.11569</td>
<td>-1.65%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Mid-Peak</td>
<td>8am to 12pm and 6pm to 11pm weekdays, except holidays</td>
<td>$0.10925</td>
<td>$0.10731</td>
<td>-1.78%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Off-Peak</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.10425</td>
<td>$0.10231</td>
<td>-1.86%</td>
</tr>
<tr>
<td></td>
<td>WINTER</td>
<td>Mid-Peak</td>
<td>October 1 through May 31</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>All hours other than Mid-Peak</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>TOU-GS-1-D</td>
<td>Energy Charge ($/KWH)</td>
<td><strong>SUMMER</strong></td>
<td>June 1 through September 30</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Peak</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.07949</td>
<td>$0.07755</td>
<td>-2.44%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Mid-Peak</td>
<td>4:00 p.m. to 9:00 p.m. summer weekends</td>
<td>$0.07052</td>
<td>$0.06858</td>
<td>-2.75%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Off-Peak</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.04020</td>
<td>$0.03826</td>
<td>-4.83%</td>
</tr>
<tr>
<td></td>
<td>Demand Charge ($/KW)</td>
<td>Summer TR Peak</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$14.80</td>
<td>$14.80</td>
<td>0.00%</td>
</tr>
<tr>
<td></td>
<td>WINTER</td>
<td>Mid-Peak</td>
<td>October 1 through May 31</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>All hours other than Mid-Peak and Super Off-Peak</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Super Off-Peak</td>
<td>8:00 a.m. to 7:00 p.m. winter weekdays and weekends</td>
<td>$0.03243</td>
<td>$0.03049</td>
<td>-5.98%</td>
</tr>
<tr>
<td></td>
<td>Demand Charge ($/KW)</td>
<td>Winter TR Mid-Peak</td>
<td>4:00 p.m. to 9:00 p.m. winter weekdays and weekends</td>
<td>$3.44</td>
<td>$3.44</td>
<td>0.00%</td>
</tr>
</tbody>
</table>
## Proposed Rates

**Effective September 1, 2020**

### Energy Charge ($/KWH)

<table>
<thead>
<tr>
<th>Unit/Period</th>
<th>Description</th>
<th>July 1 through September 30</th>
<th>Adopted Rate 4/13/20</th>
<th>Proposed Rate 9/1/20</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TOU-GS-1-LG</strong></td>
<td>Energy Charge ($/KWH)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOU-GS-1-LG</strong></td>
<td><strong>SUMMER</strong></td>
<td>June 1 through September 30</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>PEAK</strong></td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.30184</td>
<td>$0.29990</td>
<td>0.64%</td>
</tr>
<tr>
<td></td>
<td><strong>MID-PEAK</strong></td>
<td>4:00 p.m. to 9:00 p.m. summer weekends</td>
<td>$0.11082</td>
<td>$0.10888</td>
<td>-1.75%</td>
</tr>
<tr>
<td></td>
<td><strong>OFF-PEAK</strong></td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.06438</td>
<td>$0.06244</td>
<td>-3.01%</td>
</tr>
<tr>
<td></td>
<td><strong>WINTER</strong></td>
<td>October 1 through May 31</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>MID-PEAK</strong></td>
<td>4:00 p.m. to 9:00 p.m. winter weekdays and weekends</td>
<td>$0.13074</td>
<td>$0.12880</td>
<td>-1.48%</td>
</tr>
<tr>
<td></td>
<td><strong>OFF-PEAK</strong></td>
<td>All hours other than Mid-Peak and Super Off-Peak</td>
<td>$0.05446</td>
<td>$0.05252</td>
<td>-3.56%</td>
</tr>
<tr>
<td></td>
<td><strong>SUPER OFF-PEAK</strong></td>
<td>8:00 a.m. to 3:00 p.m. winter weekdays and weekends</td>
<td>$0.02913</td>
<td>$0.02719</td>
<td>-6.66%</td>
</tr>
</tbody>
</table>

### Demand Charge ($/KW)

<table>
<thead>
<tr>
<th>Unit/Period</th>
<th>Description</th>
<th>July 1 through September 30</th>
<th>Adopted Rate 4/13/20</th>
<th>Proposed Rate 9/1/20</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TOU-GS-1-PRI-D</strong></td>
<td>Demand Charge ($/KW)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOU-GS-1-PRI-D</strong></td>
<td><strong>SUMMER</strong></td>
<td>June 1 through September 30</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>ENERGY CHARGE ($/KWH)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>PEAK</strong></td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.07710</td>
<td>$0.07522</td>
<td>-2.44%</td>
</tr>
<tr>
<td></td>
<td><strong>MID-PEAK</strong></td>
<td>4:00 p.m. to 9:00 p.m. summer weekends</td>
<td>$0.06840</td>
<td>$0.06652</td>
<td>-2.75%</td>
</tr>
<tr>
<td></td>
<td><strong>OFF-PEAK</strong></td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.03899</td>
<td>$0.03711</td>
<td>-4.83%</td>
</tr>
<tr>
<td></td>
<td><strong>DEMAND CHARGE ($/KW)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>SUMMER TR PEAK</strong></td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$14.36</td>
<td>$14.36</td>
<td>0.00%</td>
</tr>
<tr>
<td></td>
<td><strong>WINTER</strong></td>
<td>October 1 through May 31</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>MID-PEAK</strong></td>
<td>4:00 p.m. to 9:00 p.m. winter weekdays and weekends</td>
<td>$0.07184</td>
<td>$0.06995</td>
<td>-2.62%</td>
</tr>
<tr>
<td></td>
<td><strong>OFF-PEAK</strong></td>
<td>All hours other than Mid-Peak and Super Off-Peak</td>
<td>$0.04689</td>
<td>$0.04500</td>
<td>-4.01%</td>
</tr>
<tr>
<td></td>
<td><strong>SUPER OFF-PEAK</strong></td>
<td>8:00 a.m. to 3:00 p.m. winter weekdays and weekends</td>
<td>$0.03146</td>
<td>$0.02958</td>
<td>-5.98%</td>
</tr>
<tr>
<td></td>
<td><strong>DEMAND CHARGE ($/KW)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>WINTER TR MID-PEAK</strong></td>
<td>4:00 p.m. to 9:00 p.m. winter weekdays and weekends</td>
<td>$3.34</td>
<td>$3.34</td>
<td>0.00%</td>
</tr>
</tbody>
</table>
### Proposed Rates

**Effective September 1, 2020**

<table>
<thead>
<tr>
<th>SCE Equivalent Schedule</th>
<th>PRIME Rate Schedule</th>
<th>Unit/Period</th>
<th>Description</th>
<th>Adopted Rate 4/13/20</th>
<th>Proposed Rate 9/1/20</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOU-GS-2-E</td>
<td></td>
<td>SUMMER</td>
<td>TOU-GS-2-E</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.33869 $0.33672</td>
<td>-0.58%</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekends</td>
<td>$0.06832 $0.06635</td>
<td>-2.88%</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.03871 $0.03674</td>
<td>-5.09%</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUMMER TR PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$4.36 $4.36</td>
<td>0.00%</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>WINTER</td>
<td>October 1 through May 31</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>All hours other than Mid-Peak and Super Off-Peak</td>
<td>$0.04436 $0.04239</td>
<td>-4.44%</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>8:00 a.m. to 3:00 p.m. winter weekdays and weekends</td>
<td>$0.02257 $0.02060</td>
<td>-8.73%</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUPER OFF-PEAK</td>
<td>8:00 a.m. to 3:00 p.m. winter weekdays and weekends</td>
<td>$0.02250 $0.02053</td>
<td>-8.76%</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>WINTER TR MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. winter weekdays and weekends</td>
<td>$0.84 $0.84</td>
<td>0.00%</td>
<td></td>
</tr>
<tr>
<td>TOU-GS-2-D</td>
<td></td>
<td>SUMMER</td>
<td>TOU-GS-2-D</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.07772 $0.07575</td>
<td>-2.53%</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekends</td>
<td>$0.06825 $0.06626</td>
<td>-2.89%</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.03864 $0.03667</td>
<td>-5.10%</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUMMER TR PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$19.86 $19.86</td>
<td>0.00%</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>WINTER</td>
<td>October 1 through May 31</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>All hours other than Mid-Peak and Super Off-Peak</td>
<td>$0.04429 $0.04232</td>
<td>-4.45%</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>8:00 a.m. to 3:00 p.m. winter weekdays and weekends</td>
<td>$0.02250 $0.02053</td>
<td>-8.76%</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUPER OFF-PEAK</td>
<td>8:00 a.m. to 3:00 p.m. winter weekdays and weekends</td>
<td>$0.02250 $0.02053</td>
<td>-8.76%</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>WINTER TR MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. winter weekdays and weekends</td>
<td>$4.02 $4.02</td>
<td>0.00%</td>
<td></td>
</tr>
<tr>
<td>ENERGY CHARGE ($/KWH)</td>
<td>SUMMER</td>
<td>June 1 through September 30</td>
<td>Unit/Period</td>
<td>Description</td>
<td>Adopted Rate 4/13/20</td>
<td>Proposed Rate 9/1/20</td>
</tr>
<tr>
<td>----------------------</td>
<td>--------</td>
<td>----------------------------</td>
<td>-------------</td>
<td>-------------</td>
<td>----------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td><strong>TOU-GS-2-PRI-E</strong></td>
<td><strong>TOU-GS-2-PRI-E</strong></td>
<td><strong>SUMMER</strong></td>
<td>June 1 through September 30</td>
<td><strong>ENERGY CHARGE ($/KWH)</strong></td>
<td><strong>PEAK</strong></td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>MID-PEAK</strong></td>
<td>4:00 p.m. to 9:00 p.m. summer weekends</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>OFF-PEAK</strong></td>
<td>All hours other than Peak and Mid-Peak</td>
</tr>
<tr>
<td>DEMAND CHARGE ($/KW)</td>
<td>SUMMER TR PEAK</td>
<td>12pm to 6pm summer weekdays except holidays</td>
<td>$13.94</td>
<td>$13.94</td>
<td>0.00%</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SUMMER TR MID-PEAK</td>
<td>8am to 12pm and 6pm to 11pm summer weekdays except holidays</td>
<td>$4.63</td>
<td>$4.63</td>
<td>0.00%</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ENERGY CHARGE ($/KWH)</th>
<th>WINTER</th>
<th>October 1 through May 31</th>
<th>Unit/Period</th>
<th>Description</th>
<th>Adopted Rate 4/13/20</th>
<th>Proposed Rate 9/1/20</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SUPER OFF-PEAK</strong></td>
<td><strong>SUPER OFF-PEAK</strong></td>
<td>WINTER</td>
<td>October 1 through May 31</td>
<td><strong>ENERGY CHARGE ($/KWH)</strong></td>
<td><strong>MID-PEAK</strong></td>
<td>All hours other than Mid-Peak and Super Off-Peak</td>
<td>$0.04303</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>OFF-PEAK</strong></td>
<td>8:00 a.m. to 3:00 p.m. winter weekdays and weekends</td>
<td>$0.02189</td>
</tr>
<tr>
<td>DEMAND CHARGE ($/KW)</td>
<td>WINTER TR MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. winter weekdays and weekends</td>
<td>$0.82</td>
<td>$0.82</td>
<td>0.00%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## PROPOSED RATES
### EFFECTIVE SEPTEMBER 1, 2020

<table>
<thead>
<tr>
<th>SCE EQUIVALENT SCHEDULE</th>
<th>PRIME RATE SCHEDULE</th>
<th>UNIT/PERIOD</th>
<th>DESCRIPTION</th>
<th>ADOPTED RATE 4/13/20</th>
<th>PROPOSED RATE 9/1/20</th>
<th>% CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOU-GS-2-PRI-R (GF)</td>
<td>TOU-GS-2-PRI-R (GF)</td>
<td>SUMMER</td>
<td>June 1 through September 30 12pm to 6pm weekdays, except holidays</td>
<td>$0.21624</td>
<td>$0.21433</td>
<td>-0.88%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PEAK</td>
<td></td>
<td>$0.21624</td>
<td>$0.21433</td>
<td>-0.88%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>8am to 12pm and 6pm to 11pm weekdays, except holidays</td>
<td>$0.09244</td>
<td>$0.09053</td>
<td>-2.07%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.04345</td>
<td>$0.04154</td>
<td>-4.40%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUMMER</td>
<td></td>
<td>$0.22293</td>
<td>$0.22096</td>
<td>-0.88%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.29580</td>
<td>$0.29394</td>
<td>-0.63%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays, except holidays</td>
<td>$0.08291</td>
<td>$0.08105</td>
<td>-2.96%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.03604</td>
<td>$0.03418</td>
<td>-5.16%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>WINTER</td>
<td>October 1 through May 31 8am to 12pm and 6pm to 11pm weekdays, except holidays</td>
<td>$0.06615</td>
<td>$0.06416</td>
<td>-2.98%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.29580</td>
<td>$0.29394</td>
<td>-0.63%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.08291</td>
<td>$0.08105</td>
<td>-2.96%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUMMER</td>
<td>June 1 through September 30 4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.09244</td>
<td>$0.09053</td>
<td>-2.07%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.09244</td>
<td>$0.09053</td>
<td>-2.07%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays, except holidays</td>
<td>$0.08291</td>
<td>$0.08105</td>
<td>-2.96%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.06615</td>
<td>$0.06416</td>
<td>-2.98%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUMMER</td>
<td>June 1 through September 30 4:00 p.m. to 9:00 p.m. summer weekdays, except holidays</td>
<td>$0.09244</td>
<td>$0.09053</td>
<td>-2.07%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.09244</td>
<td>$0.09053</td>
<td>-2.07%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays, except holidays</td>
<td>$0.08291</td>
<td>$0.08105</td>
<td>-2.96%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.06615</td>
<td>$0.06416</td>
<td>-2.98%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUMMER</td>
<td>June 1 through September 30 4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.09244</td>
<td>$0.09053</td>
<td>-2.07%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.09244</td>
<td>$0.09053</td>
<td>-2.07%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays, except holidays</td>
<td>$0.08291</td>
<td>$0.08105</td>
<td>-2.96%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.06615</td>
<td>$0.06416</td>
<td>-2.98%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUMMER</td>
<td>June 1 through September 30 4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.09244</td>
<td>$0.09053</td>
<td>-2.07%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.09244</td>
<td>$0.09053</td>
<td>-2.07%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays, except holidays</td>
<td>$0.08291</td>
<td>$0.08105</td>
<td>-2.96%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.06615</td>
<td>$0.06416</td>
<td>-2.98%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUMMER</td>
<td>June 1 through September 30 4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.09244</td>
<td>$0.09053</td>
<td>-2.07%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.09244</td>
<td>$0.09053</td>
<td>-2.07%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays, except holidays</td>
<td>$0.08291</td>
<td>$0.08105</td>
<td>-2.96%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.06615</td>
<td>$0.06416</td>
<td>-2.98%</td>
</tr>
</tbody>
</table>
## PROPOSED RATES
### EFFECTIVE SEPTEMBER 1, 2020

### TOU-GS-3-D

<table>
<thead>
<tr>
<th>UNIT/PERIOD</th>
<th>DESCRIPTION</th>
<th>ADOPTED RATE 4/13/20</th>
<th>PROPOSED RATE 9/1/20</th>
<th>% CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUMMER</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PEAK</td>
<td>June 1 through September 30, 4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.07161</td>
<td>$0.06975</td>
<td>-2.60%</td>
</tr>
<tr>
<td>MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekends</td>
<td>$0.06284</td>
<td>$0.06098</td>
<td>-2.96%</td>
</tr>
<tr>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.03597</td>
<td>$0.03411</td>
<td>-5.17%</td>
</tr>
<tr>
<td>DEMAND CHARGE ($/KW)</td>
<td>SUMMER TR PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$18.84</td>
<td>$18.84</td>
</tr>
</tbody>
</table>

| WINTER      | October 1 through May 31 | $0.05213 | $0.05027 | -3.57% |
| MID-PEAK    | 4:00 p.m. to 9:00 p.m. winter weekdays and weekends | $0.04126 | $0.03940 | -4.51% |
| OFF-PEAK    | All hours other than Mid-Peak and Super Off-Peak | $0.02088 | $0.01902 | -8.91% |
| SUPER OFF-PEAK | 8:00 a.m. to 3:00 p.m. winter weekdays and weekends | $0.02088 | $0.01902 | -8.91% |
| DEMAND CHARGE ($/KW) | WINTER TR MID-PEAK | 4:00 p.m. to 9:00 p.m. winter weekdays and weekends | $3.43 | $3.43 | 0.00% |

### TOU-GS-3-R (GF)

<table>
<thead>
<tr>
<th>UNIT/PERIOD</th>
<th>DESCRIPTION</th>
<th>ADOPTED RATE 4/13/20</th>
<th>PROPOSED RATE 9/1/20</th>
<th>% CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUMMER</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PEAK</td>
<td>June 1 through September 30, 12pm to 6pm weekdays, except holidays</td>
<td>$0.19396</td>
<td>$0.19210</td>
<td>-0.96%</td>
</tr>
<tr>
<td>MID-PEAK</td>
<td>8am to 12pm and 6pm to 11pm weekdays, except holidays</td>
<td>$0.08225</td>
<td>$0.08039</td>
<td>-2.26%</td>
</tr>
<tr>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.04112</td>
<td>$0.03926</td>
<td>-4.52%</td>
</tr>
<tr>
<td>ENERGY CHARGE ($/KWH)</td>
<td>WINTER</td>
<td>October 1 through May 31</td>
<td>$0.04112</td>
<td>$0.03926</td>
</tr>
<tr>
<td>MID-PEAK</td>
<td>8am to 12pm and 6pm to 11pm weekdays, except holidays</td>
<td>$0.05610</td>
<td>$0.05424</td>
<td>-3.32%</td>
</tr>
<tr>
<td>OFF-PEAK</td>
<td>All hours other than Mid-Peak</td>
<td>$0.03270</td>
<td>$0.03084</td>
<td>-5.69%</td>
</tr>
</tbody>
</table>
## Proposed Rates

**Effective September 1, 2020**

<table>
<thead>
<tr>
<th>SCE Equivalent Schedule</th>
<th>Prime Rate Schedule</th>
<th>Unit/Period</th>
<th>Description</th>
<th>Adopted Rate 4/13/20</th>
<th>Proposed Rate 9/1/20</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Pumping &amp; Agricultural</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOU-PA-2-E4</td>
<td>TOU-PA-2-E4</td>
<td>Energy Charge ($/KWh)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>SUMMER</strong></td>
<td>June 1 through September 30</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.32127</td>
<td>$0.31945</td>
<td></td>
<td></td>
<td>-0.57%</td>
</tr>
<tr>
<td>MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekends</td>
<td>$0.06282</td>
<td>$0.06100</td>
<td></td>
<td></td>
<td>-2.90%</td>
</tr>
<tr>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.03740</td>
<td>$0.03558</td>
<td></td>
<td></td>
<td>-4.87%</td>
</tr>
<tr>
<td><strong>WINTER</strong></td>
<td>October 1 through May 31</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. winter weekdays and weekends</td>
<td>$0.06176</td>
<td>$0.05994</td>
<td></td>
<td></td>
<td>-2.95%</td>
</tr>
<tr>
<td>OFF-PEAK</td>
<td>All hours other than Mid-Peak and Super Off-Peak</td>
<td>$0.04603</td>
<td>$0.04421</td>
<td></td>
<td></td>
<td>-3.95%</td>
</tr>
<tr>
<td>SUPER OFF-PEAK</td>
<td>8:00 a.m. to 3:00 p.m. winter weekdays and weekends</td>
<td>$0.03709</td>
<td>$0.03527</td>
<td></td>
<td></td>
<td>-4.91%</td>
</tr>
<tr>
<td>TOU-PA-2-E5</td>
<td>TOU-PA-2-E5</td>
<td>Energy Charge ($/KWh)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>SUMMER</strong></td>
<td>June 1 through September 30</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PEAK</td>
<td>5:00 p.m. to 8:00 p.m. summer weekdays except holidays</td>
<td>$0.52679</td>
<td>$0.52497</td>
<td></td>
<td></td>
<td>-0.35%</td>
</tr>
<tr>
<td>MID-PEAK</td>
<td>5:00 p.m. to 8:00 p.m. summer weekends and holidays</td>
<td>$0.10887</td>
<td>$0.10705</td>
<td></td>
<td></td>
<td>-1.67%</td>
</tr>
<tr>
<td>OFF-PEAK</td>
<td>All hours other than Peak</td>
<td>$0.03773</td>
<td>$0.03591</td>
<td></td>
<td></td>
<td>-4.8%</td>
</tr>
<tr>
<td><strong>WINTER</strong></td>
<td>October 1 through May 31</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MID-PEAK</td>
<td>5:00 p.m. to 8:00 p.m. winter weekdays and weekends</td>
<td>$0.06211</td>
<td>$0.06029</td>
<td></td>
<td></td>
<td>-2.93%</td>
</tr>
<tr>
<td>OFF-PEAK</td>
<td>8:00pm to 8:00am</td>
<td>$0.04631</td>
<td>$0.04449</td>
<td></td>
<td></td>
<td>-3.93%</td>
</tr>
<tr>
<td>SUPER OFF-PEAK</td>
<td>8:00 a.m. to 3:00 p.m. winter weekdays and weekends</td>
<td>$0.03733</td>
<td>$0.03551</td>
<td></td>
<td></td>
<td>-4.88%</td>
</tr>
<tr>
<td>TOU-PA-2-A (GF)</td>
<td>TOU-PA-2-A (GF)</td>
<td>Energy Charge ($/KWh)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>SUMMER</strong></td>
<td>June 1 through September 30</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PEAK</td>
<td>12pm to 6pm weekdays, except holidays</td>
<td>$0.20344</td>
<td>$0.20162</td>
<td></td>
<td></td>
<td>-0.89%</td>
</tr>
<tr>
<td>MID-PEAK</td>
<td>8am to 12pm and 6pm to 11pm weekdays, except holidays</td>
<td>$0.07560</td>
<td>$0.07378</td>
<td></td>
<td></td>
<td>-2.41%</td>
</tr>
<tr>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.04212</td>
<td>$0.04030</td>
<td></td>
<td></td>
<td>-4.32%</td>
</tr>
<tr>
<td><strong>WINTER</strong></td>
<td>October 1 through May 31</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MID-PEAK</td>
<td>8am to 12pm and 6pm to 11pm weekdays, except holidays</td>
<td>$0.06189</td>
<td>$0.06007</td>
<td></td>
<td></td>
<td>-2.94%</td>
</tr>
<tr>
<td>OFF-PEAK</td>
<td>All hours other than Mid-Peak</td>
<td>$0.03540</td>
<td>$0.03358</td>
<td></td>
<td></td>
<td>-5.14%</td>
</tr>
</tbody>
</table>
### Proposed Rates
**Effective September 1, 2020**

<table>
<thead>
<tr>
<th>SCE Equivalent Schedule</th>
<th>Prime Rate Schedule</th>
<th>Unit/Period</th>
<th>Description</th>
<th>Proposed Rate 4/13/20</th>
<th>Adopted Rate 9/1/20</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TOU-PA-2-D4</strong></td>
<td><strong>TOU-PA-2-D4</strong></td>
<td><strong>Summer</strong></td>
<td>June 1 through September 30</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Peak</strong></td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.07149</td>
<td>$0.06967</td>
<td>-2.55%</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Mid-Peak</strong></td>
<td>4:00 p.m. to 9:00 p.m. summer weekends</td>
<td>$0.06275</td>
<td>$0.06093</td>
<td>-2.90%</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Off-Peak</strong></td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.03733</td>
<td>$0.03551</td>
<td>-4.87%</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Demand Charge ($/KW)</strong></td>
<td><strong>Summer TR Peak</strong></td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$12.31</td>
<td>$12.31</td>
</tr>
<tr>
<td><strong>Winter</strong></td>
<td></td>
<td><strong>Mid-Peak</strong></td>
<td>4:00 p.m. to 9:00 p.m. winter weekdays and weekends</td>
<td>$0.05120</td>
<td>$0.04938</td>
<td>-3.55%</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Off-Peak</strong></td>
<td>All hours other than Mid-Peak and Super Off-Peak</td>
<td>$0.03763</td>
<td>$0.03581</td>
<td>-4.84%</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Super Off-Peak</strong></td>
<td>8:00 a.m. to 3:00 p.m. winter weekdays and weekends</td>
<td>$0.02990</td>
<td>$0.02808</td>
<td>-6.09%</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Demand Charge ($/KW)</strong></td>
<td><strong>Winter TR Mid-Peak</strong></td>
<td>4:00 p.m. to 9:00 p.m. winter weekdays except holidays</td>
<td>$2.17</td>
<td>$2.17</td>
</tr>
<tr>
<td><strong>TOU-PA-2-D5</strong></td>
<td><strong>TOU-PA-2-D5</strong></td>
<td><strong>Summer</strong></td>
<td>June 1 through September 30</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Peak</strong></td>
<td>5:00 p.m. to 8:00 p.m. summer weekdays except holidays</td>
<td>$0.12383</td>
<td>$0.12201</td>
<td>-1.47%</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Mid-Peak</strong></td>
<td>5:00 p.m. to 8:00 p.m. summer weekends and holidays</td>
<td>$0.10887</td>
<td>$0.10705</td>
<td>-1.67%</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Off-Peak</strong></td>
<td>All hours other than Peak</td>
<td>$0.03737</td>
<td>$0.03591</td>
<td>-4.82%</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Demand Charge ($/KW)</strong></td>
<td><strong>Summer TR Peak</strong></td>
<td>5:00 p.m. to 8:00 p.m. summer weekdays except holidays</td>
<td>$12.33</td>
<td>$12.33</td>
</tr>
<tr>
<td><strong>Winter</strong></td>
<td></td>
<td><strong>Mid-Peak</strong></td>
<td>5:00 p.m. to 8:00 p.m. winter weekdays and weekends</td>
<td>$0.05162</td>
<td>$0.04980</td>
<td>-3.53%</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Off-Peak</strong></td>
<td>8:00 p.m. to 8:00 a.m.</td>
<td>$0.03797</td>
<td>$0.03615</td>
<td>-4.79%</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Super Off-Peak</strong></td>
<td>8:00 a.m. to 5:00 p.m. winter weekdays and weekends</td>
<td>$0.03302</td>
<td>$0.02838</td>
<td>-6.03%</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Demand Charge ($/KW)</strong></td>
<td><strong>Winter TR Mid-Peak</strong></td>
<td>5:00 p.m. to 8:00 p.m. winter weekdays and weekends</td>
<td>$2.23</td>
<td>$2.23</td>
</tr>
<tr>
<td>UNIT/PERIOD</td>
<td>DESCRIPTION</td>
<td>SCE EQUIVALENT SCHEDULE</td>
<td>PRIME RATE SCHEDULE</td>
<td>% CHANGE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>------------</td>
<td>-------------</td>
<td>-------------------------</td>
<td>---------------------</td>
<td>----------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SUMMER</td>
<td>June 1 through September 30</td>
<td>TOU-PA-2-B (GF)</td>
<td>TOU-PA-2-B (GF)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PEAK</td>
<td>12pm to 6pm weekdays, except holidays</td>
<td>$0.04849</td>
<td>$0.04667</td>
<td>-3.75%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MID-PEAK</td>
<td>8am to 12pm and 6pm to 11pm weekdays, except holidays</td>
<td>$0.04369</td>
<td>$0.04187</td>
<td>-4.17%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.04212</td>
<td>$0.04030</td>
<td>-4.32%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WINTER</td>
<td>October 1 through May 31</td>
<td>TOU-PA-3-E4</td>
<td>TOU-PA-3-E4</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MID-PEAK</td>
<td>8am to 12pm and 6pm to 11pm weekdays, except holidays</td>
<td>$0.06189</td>
<td>$0.06007</td>
<td>-2.94%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OFF-PEAK</td>
<td>All hours other than Mid-Peak</td>
<td>$0.03540</td>
<td>$0.03358</td>
<td>-5.14%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DEMAND CHARGE ($/KW)</td>
<td>SUMMER TR PEAK</td>
<td>12pm to 6pm summer weekdays except holidays</td>
<td>$9.29</td>
<td>$9.29</td>
<td>0.00%</td>
<td></td>
</tr>
<tr>
<td>SUMMER TR MID-PEAK</td>
<td>8am to 12pm and 6pm to 11pm summer weekdays except holidays</td>
<td>$2.83</td>
<td>$2.83</td>
<td>0.00%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENERGY CHARGE ($/KWH)</td>
<td>SUMMER</td>
<td>June 1 through September 30</td>
<td>TOU-PA-3-E4</td>
<td>TOU-PA-3-E4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.28603</td>
<td>$0.28426</td>
<td>-0.62%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekends</td>
<td>$0.05332</td>
<td>$0.05155</td>
<td>-3.32%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.03153</td>
<td>$0.02976</td>
<td>-5.61%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WINTER</td>
<td>October 1 through May 31</td>
<td>TOU-PA-3-E4</td>
<td>TOU-PA-3-E4</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. winter weekdays and weekends</td>
<td>$0.06511</td>
<td>$0.06334</td>
<td>-2.72%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OFF-PEAK</td>
<td>All hours other than Mid-Peak and Super Off-Peak</td>
<td>$0.04888</td>
<td>$0.04711</td>
<td>-3.62%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SUPER OFF-PEAK</td>
<td>8:00 a.m. to 3:00 p.m. winter weekdays and weekends</td>
<td>$0.00845</td>
<td>$0.00668</td>
<td>-20.96%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
# Proposed Rates

**Effective September 1, 2020**

<table>
<thead>
<tr>
<th>SCE Equivalent Schedule</th>
<th>Prime Rate Schedule</th>
<th>Unit/Period</th>
<th>Description</th>
<th>Adopted Rate 4/13/20</th>
<th>Proposed Rate 9/1/20</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOU-PA-3-E5</td>
<td>TOU-PA-3-E5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUMMER</td>
<td>June 1 through September 30</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>PEAK</td>
<td>5:00 p.m. to 8:00 p.m. summer weekdays except holidays</td>
<td>$0.49196</td>
<td>$0.49019</td>
<td>-0.36%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>5:00 p.m. to 8:00 p.m. summer weekends and holidays</td>
<td>$0.09616</td>
<td>$0.09439</td>
<td>-1.84%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak</td>
<td>$0.03015</td>
<td>$0.02838</td>
<td>-5.87%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>WINTER</td>
<td>October 1 through May 31</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>5:00 p.m. to 8:00 p.m. winter weekdays and weekends</td>
<td>$0.06793</td>
<td>$0.06616</td>
<td>-2.61%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>8:00p.m to 8:00am</td>
<td>$0.05112</td>
<td>$0.04935</td>
<td>-3.46%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUPER OFF-PEAK</td>
<td>8:00 a.m. to 5:00 p.m. winter weekdays and weekends</td>
<td>$0.00927</td>
<td>$0.00750</td>
<td>-19.10%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grandfathered TOU-PA-3-A (GF)</td>
<td>TOU-PA-3-A (GF)</td>
<td>ENERGY CHARGE ($/kWh)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUMMER</td>
<td>June 1 through September 30</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>PEAK</td>
<td>12pm to 6pm weekdays, except holidays</td>
<td>$0.19333</td>
<td>$0.19156</td>
<td>-0.92%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>8am to 12pm and 6pm to 11pm weekdays, except holidays</td>
<td>$0.06510</td>
<td>$0.06333</td>
<td>-2.72%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.03565</td>
<td>$0.03388</td>
<td>-4.97%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>WINTER</td>
<td>October 1 through May 31</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>8am to 12pm and 6pm to 11pm weekdays, except holidays</td>
<td>$0.05184</td>
<td>$0.05007</td>
<td>-3.41%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Mid-Peak</td>
<td>$0.03016</td>
<td>$0.02839</td>
<td>-5.87%</td>
</tr>
</tbody>
</table>
# Proposed Rates

**Effective September 1, 2020**

<table>
<thead>
<tr>
<th>SCE Equivalent Schedule</th>
<th>Prime Rate Schedule</th>
<th>Unit/Period</th>
<th>Description</th>
<th>Adopted Rate 4/13/20</th>
<th>Proposed Rate 9/1/20</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOU-PA-3-D4</td>
<td>TOU-PA-3-D4</td>
<td>SUMMER</td>
<td>June 1 through September 30</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$0.06086</td>
<td>$0.05909</td>
<td>-2.91%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekends</td>
<td>$0.05325</td>
<td>$0.05148</td>
<td>-3.32%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak and Mid-Peak</td>
<td>$0.03146</td>
<td>$0.02969</td>
<td>-5.63%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>DEMAND CHARGE ($/KW)</td>
<td>SUMMER TR PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$12.31</td>
<td>$12.31</td>
</tr>
<tr>
<td></td>
<td></td>
<td>WINTER</td>
<td>October 1 through May 31</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. winter weekdays and weekends</td>
<td>$0.04595</td>
<td>$0.04418</td>
<td>-3.85%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Mid-Peak and Super Off-Peak</td>
<td>$0.03620</td>
<td>$0.03443</td>
<td>-4.89%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUPER OFF-PEAK</td>
<td>8:00 a.m. to 3:00 p.m. winter weekdays and weekends</td>
<td>$0.01794</td>
<td>$0.01617</td>
<td>-9.87%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>DEMAND CHARGE ($/KW)</td>
<td>WINTER TR MID-PEAK</td>
<td>4:00 p.m. to 9:00 p.m. summer weekdays except holidays</td>
<td>$2.18</td>
<td>$2.18</td>
</tr>
<tr>
<td>TOU-PA-3-D5</td>
<td>TOU-PA-3-D5</td>
<td>SUMMER</td>
<td>June 1 through September 30</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>PEAK</td>
<td>5:00 p.m. to 8:00 p.m. summer weekdays except holidays</td>
<td>$0.10951</td>
<td>$0.10774</td>
<td>-1.62%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>5:00 p.m. to 8:00 p.m. summer weekends and holidays</td>
<td>$0.09816</td>
<td>$0.09439</td>
<td>-1.84%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>All hours other than Peak</td>
<td>$0.03015</td>
<td>$0.02838</td>
<td>-5.87%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>DEMAND CHARGE ($/KW)</td>
<td>SUMMER TR PEAK</td>
<td>5:00 p.m. to 8:00 p.m. summer weekdays except holidays</td>
<td>$13.24</td>
<td>$13.24</td>
</tr>
<tr>
<td></td>
<td></td>
<td>WINTER</td>
<td>October 1 through May 31</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>MID-PEAK</td>
<td>5:00 p.m. to 8:00 p.m. winter weekdays and weekends</td>
<td>$0.04447</td>
<td>$0.04270</td>
<td>-3.98%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OFF-PEAK</td>
<td>8:00 p.m. to 8:00 a.m.</td>
<td>$0.03496</td>
<td>$0.03319</td>
<td>-4.86%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUPER OFF-PEAK</td>
<td>8:00 a.m. to 5:00 p.m. winter weekdays and weekends</td>
<td>$0.01714</td>
<td>$0.01537</td>
<td>-8.33%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>DEMAND CHARGE ($/KW)</td>
<td>WINTER TR MID-PEAK</td>
<td>5:00 p.m. to 8:00 p.m. winter weekdays and weekends</td>
<td>$2.79</td>
<td>$2.79</td>
</tr>
<tr>
<td>SCE EQUIVALENT SCHEDULE</td>
<td>PRIME RATE SCHEDULE</td>
<td>UNIT/PERIOD</td>
<td>DESCRIPTION</td>
<td>ADOPTED RATE 4/13/20</td>
<td>PROPOSED RATE 9/1/20</td>
<td>% CHANGE</td>
</tr>
<tr>
<td>-------------------------</td>
<td>---------------------</td>
<td>----------------------</td>
<td>-------------------------------------------------</td>
<td>----------------------</td>
<td>----------------------</td>
<td>----------</td>
</tr>
<tr>
<td>Grandfathered-TOU-PA-3-B (GF)</td>
<td>TOU-PA-3-B (GF)</td>
<td>ENERGY CHARGE ($/KWH)</td>
<td>SUMMER June 1 through September 30</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>PEAK 12pm to 6pm weekdays, except holidays</td>
<td>$0.04124</td>
<td>$0.03947</td>
<td>-4.29%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>MID-PEAK 8am to 12pm and 6pm to 11pm weekdays, except holidays</td>
<td>$0.03689</td>
<td>$0.03512</td>
<td>-4.80%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>OFF-PEAK All hours other than Peak and Mid-Peak</td>
<td>$0.03565</td>
<td>$0.03388</td>
<td>-4.97%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>WINTER October 1 through May 31</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>MID-PEAK 8am to 12pm and 6pm to 11pm weekdays, except holidays</td>
<td>$0.05184</td>
<td>$0.05007</td>
<td>-3.41%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>OFF-PEAK All hours other than Mid-Peak</td>
<td>$0.03016</td>
<td>$0.02839</td>
<td>-5.87%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>DEMAND CHARGE ($/KW)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>SUMMER TR PEAK 12pm to 6pm summer weekdays except holidays</td>
<td>$10.18</td>
<td>$10.18</td>
<td>0.00%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>SUMMER TR MID-PEAK 8am to 12pm and 6pm to 11pm summer weekdays except holidays</td>
<td>$2.76</td>
<td>$2.76</td>
<td>0.00%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>STREET AND OUTDOOR LIGHTING</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>AL-2, LS-1, LS-2, LS-3, OL-1 LS-1 ENERGY CHARGE ($/KWH)</td>
<td>$0.03386</td>
<td>$0.03219</td>
<td>-4.93%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>TC-1 TC-1 ENERGY CHARGE ($/KWH)</td>
<td>$0.05754</td>
<td>$0.05575</td>
<td>-3.11%</td>
</tr>
</tbody>
</table>
**PROOF OF PUBLICATION**  
(2015.5 C.C.P.)

**STATE OF CALIFORNIA**  
County of Los Angeles

I am a citizen of the United States, and a resident of the county aforesaid. I am over the age of eighteen years and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of WHITTIER DAILY NEWS, a newspaper of general circulation for the City of Whittier, by the Superior Court of the County of Los Angeles, State of California, on the date of October 10, 1960, Case Number 369393. The notice, of which the annexed is a true printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

08/28/2020

I declare under the penalty of perjury that the foregoing is true and correct.

Executed at Monrovia, LA Co. California  
On this 3rd day of September, 2020.

(Evangelia Almeida)  
Signature
To: Mayor and City Council
From: City Manager
Meeting Date: September 8, 2020
Subject: CONTINUED PUBLIC HEARING - FISCAL YEAR 2020-2021 SCHEDULE OF FEES

Recommendation:

1. Continue the Public Hearing to the City Council meeting of September 22, 2020 at which time the resolution establishing the fiscal year (FY) 2020-21 fee schedule will be presented to City Council for approval.

Discussion:

This Public Hearing will be continued to the September 22, 2020 City Council Meeting to allow for further discussion and clarification. The proposed schedule of fees will be presented at that time.

Steve Carmona

SC:AG:ep

Enclosure: 1) Public Hearing Notice
PROOF OF PUBLICATION
(2015.5 C.C.P.)

STATE OF CALIFORNIA
County of Los Angeles

I am a citizen of the United States, and a resident of the county aforesaid. I am over the age of eighteen years and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of WHITTIER DAILY NEWS, a newspaper of general circulation for the City of Whittier, by the Superior Court of the County of Los Angeles, State of California, on the date of October 10, 1960, Case Number 369393. The notice, of which the annexed is a true printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

08/28/2020

I declare under the penalty of perjury that the foregoing is true and correct.

Executed at Monrovia, LA Co. California
On this 3rd day of September, 2020.

[Signature]
A Special meeting of the City Council was held in the Council Chamber, Pico Rivera City Hall, 6615 Passons Boulevard, Pico Rivera, California.

Mayor Camacho called the special meeting to order at 3:30 p.m. on behalf of the City Council.

PRESENT: Elias, Salcido, Sanchez, Tercero, Camacho
ABSENT: None

1. Approve a Resolution Authorizing the City Manager to Submit a Ballot Measure in the November 3, 2020 General Municipal Election for Consideration of the Voters to Prohibit the Sale and Use of All Fireworks.

A PowerPoint presentation was given by Community and Economic Director Garcia providing an overview on the impacts of fireworks, fireworks in the city, and the use and sale of “safe and sane” fireworks.

City Council Members discussed fines and arrest associated with illegal fireworks, fundraising opportunities, profits, and gathering statistics from other cities that already ban fireworks. After some discussion, it was decided that the banning of fireworks could be carried out by City Council action. City Council agreed to receive and file the documentation provided and to bring the item back at a future date.

Motion by Councilmember Salcido, seconded by Councilmember Dr. Sanchez to receive and file documentation provided. Motion carries by the following roll call vote:

AYES: Elias, Salcido, Sanchez, Tercero, Camacho
NOES: None

2. Approve by Two-Thirds Vote a Resolution Authorizing the City Manager to Submit a Ballot Measure in the November 3, 2020 General Municipal Election for Consideration of the Voters to Increase the Uniform Transient Occupancy Tax.

Community and Economic Director Garcia provided a PowerPoint presentation on city hotel tax with a recommendation to increase the uniform transient occupancy tax from 10% to 13%.

Council Members discussed increasing the proposed hotel tax from 13% to 15%, that an increase in hotel tax could be a deterrent to guest staying in the city, it was stated that most people do not look at occupancy tax when booking a room, and a recommendation was made to impose a sunset clause. In regard to imposing a tax for
a limited time, City Attorney Alvarez-Glasman stated that imposing a time limit would not be necessary as City Council could suspend collection of a percentage of tax by City Council action. After some discussion, City Council Members agreed to amend the proposed hotel tax increase from 10% to 15%.

Motion by Councilmember Tercero, seconded by Mayor Po Tem Elias to: 1) Approve Resolution No. 7097 calling for and giving notice of an election on Tuesday, November 3, 2020 to increase the Uniform Transient Occupancy Tax, “Hotel Visitor Tax” from 10% to 15%; 2) Request County Registrar to consolidate the November 3, 2020 General Municipal Election; 3) Request that the County render full services for such election; and 4) Authorize the City Clerk to carry out necessary procedures for such election. Motion carries by the following roll call vote:

Resolution No. 7095  A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA, (1) CALLING FOR AND GIVING NOTICE OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2020, FOR THE SUBMISSION TO THE VOTERS A QUESTION PROPOSING A 5% INCREASE TO THE UNIFORM TRANSIENT OCCUPANCY TAX RATE FROM 10% TO 15%; (2) REQUESTING CONSOLIDATION OF SUCH ELECTION WITH THE COUNTY OF LOS ANGELES WITH ANY AND ALL ELECTIONS HELD ON THAT DATE; (3) REQUESTING THAT THE COUNTY OF LOS ANGELES PROVIDE ADMINISTRATION ELECTION SERVICES FOR SUCH ELECTION; AND (4) AUTHORIZING THE CITY CLERK TO CARRY OUT ALL NECESSARY PROCEDURES FOR SAID ELECTION

Resolution No. 7096  A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA, SETTING PRIORITIES FOR FILING WRITTEN ARGUMENTS AND REBUTTALS REGARDING A CITY MEASURE FOR THE NOVEMBER 3, 2020 PICO RIVERA GENERAL MUNICIPAL ELECTION AND DIRECTING THE CITY ATTORNEY TO PREPARE AN IMPARTIAL ANALYSIS

AYES:  Elias, Salcido, Sanchez, Tercero, Camacho
NOES:  None

ADJOURNMENT:

Mayor Camacho adjourned the City Council meeting at 4:49 p.m. There being no objection it was so ordered.

AYES:  Elias, Salcido, Sanchez, Tercero, Camacho
NOES:  None

Gustavo V. Camacho, Mayor
ATTEST:

________________________________
Anna M. Jerome, City Clerk

I hereby certify that the foregoing is a true and correct report of the proceedings of the City Council special meeting dated August 5, 2020 and approved by the City Council on September 8, 2020.

________________________________
Anna M. Jerome, City Clerk
Tuesday, August 11, 2020

A Regular Meeting of the City Council and Water Authority was held in the Council Chamber, Pico Rivera City Hall, 6615 Passons Boulevard, Pico Rivera, California.

Mayor/President Camacho called the regular meeting to order at 6:00 p.m. on behalf of the City Council.

PRESENT: Elias, Salcido, Sanchez, Tercero, Camacho
ABSENT: None

INVOCATION: Delivered by Mayor Pro Tem Elias

PLEDGE OF ALLEGIANCE: Led by Councilmember Dr. Sanchez

SPECIAL PRESENTATIONS: None

PUBLIC HEARING:

City Council:


Mayor Camacho opened the public hearing and noted that there was no written communications or public comments to provide public testimony.

Mayor Pro Tem Elias inquired about the financial funding for small businesses with City Manager Carmona stating that the assistance would be in the form of legal services for residential and business commercial tenants which includes the mobile home parks.

Mayor Camacho closed the public hearing.

Motion by Councilmember Salcido, seconded by Councilmember Tercero to: 1) Approve Resolution No. 7097 authorizing the City Manager, or designee, to submit to the 2020-2025 Consolidated Plan, 2020 Analysis of Impediments to Fair Housing Choice, 2020-2021 Action Plan, amendment to the Citizen Participation Plan, and 2018-2019 Consolidated Annual Performance and Evaluation Report to U.S. Department of Housing and Urban Development; 2) Authorized the City Manager or the Community & Economic Development Director to enter into agreements with eligible sub-recipients and purchase supplies, programs, and equipment as noted in the FY 2020-2021 Action
Plan; and 3) Amend Fiscal Year 20-21 CDBG and CDBG Coronavirus (CV) Budgets to include changes in enclosures 3 and 4. Motion carries by the following roll call vote:


AYES: Elias, Salcido, Sanchez, Tercero, Camacho
NOES: None

PUBLIC COMMENTS:

Written communication was received by the following:

Jose Sanchez:
• Addressed the City Council regarding Item No. 5 of the agenda.

Diego Rubalcava-Alvarez:
• Addressed the City Council regarding Item No. 5 of the agenda and internet accessibility to City Council meetings.

Katie Inocente:
• Addressed the City Council regarding Mayor Camacho.

The following speakers addressed the City Council regarding the Pico Rivera Golf Course:
• Teri Palazuelos
• Stephanie Gonzalez
• Natalie Gonzalez
• Lupe Laciste
• Rebecca Ramirez

CONSENT CALENDAR:

City Council:

2. Minutes:
• Approved City Council budget study session of July 14, 2020; regular meeting of July 14, 2020; and special meeting of July 28, 2020.
3. **Approved 1st Warrant Register of the 2020-2021 Fiscal Year.** (700)
   Check Numbers: 285648-285698; 285699-285762; 285763-285792; 285793-285799; 285800-285824
   Special Check Numbers: None

4. **Adoption of Ordinance No. 1127 Adding Section 12.20.170 “Street Cut Moratorium” to Title 12 “Streets, Sidewalks and Public Places”, Division 1 “Street Permit Work”, Chapter 12.20 “Excavations and Encroachments” to the Pico Rivera Municipal Code Establishing a Street Cut Moratorium on Newly Paved Streets.** (1200)
   Item was pulled from the agenda and moved to a future meeting.

5. **Resolution Adopting a Code of Ethics and Conduct Policy.** (300)
   This item was pulled from the Consent Calendar for further clarification and discussion.

6. **Approve Professional Services Agreement with Kimley-Horn and Associates, Inc. for the Preparation of the 2021-2029 Housing Element and Submit of a RHNA Appeal.** (500)
   1. Authorized the City Manager to award and execute a Professional Services Agreement (PSA) in the amount of $195,310 with Kimley-Horn and Associates, Inc. for the preparation of the 2021-2029 Housing Element and submittal of a RHNA appeal.
   
   Agreement No. 20-1962

7. **Authorize California Choice Energy Authority to Enter into a Long-Term Renewable Energy Contract with Sierra Pacific Industries on Behalf of Pico Rivera Innovative Municipal Energy (PRIME).** (500)
   1. Authorized California Choice Energy Authority (CalChoice) to enter into a long-term renewable energy contract with Sierra Pacific industries on behalf of Pico Rivera Innovative Municipal Energy (PRIME).
   
   Agreement No. 20-1963

8. **Senior Center Flooring Renovation Project (CIP No. S50022) – Notice of Completion.** (500)
   1. Accepted the work completed for the Senior Center Flooring Project (CIP No. S50022) renovated by Angeles Contractors, Inc. and authorized the City Clerk to file the Notice of Completion with the Los Angeles County Registrar-Recorder; and
   2. Approved the Final Total Project Budget of $160,232.
9. **Award Veterans and Ladies Auxiliary Park Playground Renovation Project No. 50031 Contract to Playcore Wisconsin, Incorporated, and Amend the Fiscal Year 2020-21 Budget.**

Item was pulled from the agenda and moved to a future meeting.

10. **Approve Second Amendment to the Memoranda of Understanding with the Los Angeles Gateway Region Integrated Water Management Joint Powers Authority.**

    1. Approved second amendment to the Memorandum of Understanding with the Gateway Region Integrated Water Management Joint Powers Authority to prepare and implement Watershed Management Programs and Coordinated Integrated Monitoring Program for the Lower Los Angeles River Watershed, and authorized the City Manager to execute the amendment; and
    2. Approved second amendment to the Memorandum of Understanding with Gateway Region Integrated Water Manager Joint Powers Authority to prepare and implement Watershed Management Programs and Coordinated Integrated Monitoring Program for the Lower San Gabriel River Watershed, and authorized the City Manager to execute the amendment.

Water Authority:

11. **Minutes:**
   - Approved Water Authority regular meeting of April 14, 2020.

12. **Approved Purchase Orders with Automated Water Treatment and Ferguson Water Works for Fiscal Year 2020-21.**

    1. Approved a purchase order in the amount of $100,350 for the purchase of water meters from Ferguson Waterworks; and
    2. Approved a purchase order in the amount of $90,000 for the purchase of chlorine disinfection supplies from Automated Water Treatment.

Motion by Councilmember/Commissioner Salcido, seconded by Councilmember/Commissioner Tercero to approve Consent Calendar Items No. 2, 3, 6, 7, 8, 10 and 11. Motion carries by the following roll call vote:

**AYES:** Elias, Salcido, Sanchez, Tercero, Camacho
**NOES:** None

**CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION:**

City Council:
5. **Resolution Adopting a Code of Ethics and Conduct Policy.**

City Council discussed the process of officials disclosing all campaign contributions received from contractors/vendors, PACs, IEs when voting on an item that pertains to the particular contractor/vendor.

City Attorney Alvarez-Glasman advised his legal concerns on the First Amendment Rights protections and possible infringements and the disclosure of Independent Expenditures from officials.

Motion by Councilmember Tercero, seconded by Mayor Camacho to approve substitute motion to original motion to approve Resolution No. 7098 adopting a Code of Ethics and Conduct Policy for elected officials and members of appointed boards, commissions, and committees with the amendment to replace the word “recommended” with “required” in Section 7 of the policy and to add the language Members shall disclose all campaign contributions received from contractors/vendors, including Political Action Committees (PAC) or Independent Expenditure Committees (IE), that supported a candidate’s campaign when voting on an item that pertains to the particular contractor/vendor, PAC or IE, being awarded an agreement/contract with the City. Motion approved by the following roll call vote:

Resolution No. 7098 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA, ESTABLISHING A CODE OF ETHICS AND CONDUCT POLICY

**AYES:** Elias, Tercero, Sanchez, Camacho

**NOES:** Salcido

**REGULAR AGENDA:** None

**GOOD OF THE ORDER (INTERGOVERNMENTAL AGENCY MEETINGS, AB 1234 REPORTS, NEW BUSINESS, OLD BUSINESS):**

Councilmember Tercero inquired about the City Manager’s authority to amend evergreen contracts without bringing the contract to City Council for approval. City Manager Carmona stated that two evergreen contracts have that language and that a list of contracts for clarification will be sent to the City Council in an updated report.

Councilmember Dr. Sanchez mentioned a blood drive taking place at Pico Park on August 25th and opportunities still available to register for the REACH after-school program for the upcoming school year.

Mayor Pro Tem Elias requested a public hearing to discuss the Pico Rivera Golf Course; asked staff to schedule a meeting with the Durfee VFW Post to explore assistance options and to continue with discussion of the Community & Economic Development strategic plan to move forward.
Mayor Camacho expressed his support of Item No. 6 regarding housing element, mentioned a meeting with Congresswoman Linda Sanchez to discuss possible federal funding for local municipalities and the Whittier Dam project; mentioned new Chamber of Commerce President, Marco Zapien; the 2020 Census; Pico Rivera Shop and Dine and the PR Rec at Home programs.

CLOSED SESSION(S):

ADJOURNMENT:

Mayor Camacho adjourned the City Council meeting at 6:43 p.m. There being no objection it was so ordered.

AYES: Elias, Salcido, Sanchez, Tercero, Camacho
NOES: None

_____________________________
Gustavo V. Camacho, Mayor

ATTEST:

_____________________________
Anna M. Jerome, City Clerk

I hereby certify that the foregoing is a true and correct report of the proceedings of the City Council regular meeting dated August 11, 2020 and approved by the City Council on September 8, 2020.

_____________________________
Anna M. Jerome, City Clerk
2nd WARRANT REGISTER OF THE 2020 - 2021 FISCAL YEAR

MEETING DATE: 09/08/20

<table>
<thead>
<tr>
<th>CHECK DATE</th>
<th>STARTING</th>
<th>ENDING</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>08/06/20</td>
<td>285830</td>
<td>285862</td>
<td>$1,875,043.39</td>
</tr>
<tr>
<td>08/13/20</td>
<td>285863</td>
<td>285902</td>
<td>$230,545.13</td>
</tr>
<tr>
<td>08/14/20</td>
<td>285903</td>
<td>285912</td>
<td>$1,667.95</td>
</tr>
<tr>
<td>08/20/20</td>
<td>285913</td>
<td>286001</td>
<td>$225,008.11</td>
</tr>
<tr>
<td>08/27/20</td>
<td>286002</td>
<td>286019</td>
<td>$244,034.43</td>
</tr>
</tbody>
</table>

SPECIAL CHECK NUMBERS:

<table>
<thead>
<tr>
<th>ACH NUMBERS:</th>
</tr>
</thead>
<tbody>
<tr>
<td>08/06/20 6829 6842</td>
</tr>
<tr>
<td>08/13/20 6844 6849</td>
</tr>
<tr>
<td>08/20/20 6880 6896</td>
</tr>
<tr>
<td>08/27/20 6906 6914</td>
</tr>
</tbody>
</table>

REGULAR CHECK TOTAL: $2,576,299.01

SPECIAL CHECK TOTAL: $0.00

TOTAL REGISTER AMOUNT: $2,576,299.01
<table>
<thead>
<tr>
<th>Invoice Number</th>
<th>Invoice Description</th>
<th>Status</th>
<th>Held Reason</th>
<th>Invoice Date</th>
<th>Due Date</th>
<th>G/L Date</th>
<th>Received Date</th>
<th>Payment Date</th>
<th>Invoice Net Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020-05-19437</td>
<td>LEGAL SERVICES FOR MAY 2020</td>
<td>Paid by Check #285832</td>
<td>07/27/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/04/2020</td>
<td>08/06/2020</td>
<td>21,145.34</td>
<td></td>
</tr>
<tr>
<td>2020-06-19456</td>
<td>LEGAL SERVICES FOR JUNE 2020</td>
<td>Paid by Check #285832</td>
<td>08/05/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/05/2020</td>
<td>08/06/2020</td>
<td>13,555.35</td>
<td></td>
</tr>
<tr>
<td>2020AUGATTEYFEE</td>
<td>CITY ATTY RETAINER FEE FOR AUGUST 2020 (FY20-21)</td>
<td>Paid by Check #285832</td>
<td>08/01/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/01/2020</td>
<td>08/06/2020</td>
<td>8,900.00</td>
<td></td>
</tr>
<tr>
<td>2020AUGATTYFEE</td>
<td>CITY ATTY RETAINER FEE FOR AUGUST 2020 (FY20-21)</td>
<td>Paid by Check #285832</td>
<td>08/01/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/01/2020</td>
<td>08/06/2020</td>
<td>8,900.00</td>
<td></td>
</tr>
<tr>
<td>2020AUGATTYFEE</td>
<td>CITY ATTY RETAINER FEE FOR AUGUST 2020 (FY20-21)</td>
<td>Paid by Check #285832</td>
<td>08/01/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/01/2020</td>
<td>08/06/2020</td>
<td>8,900.00</td>
<td></td>
</tr>
<tr>
<td>2020AUGATTYFEE</td>
<td>CITY ATTY RETAINER FEE FOR AUGUST 2020 (FY20-21)</td>
<td>Paid by Check #285832</td>
<td>08/01/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/01/2020</td>
<td>08/06/2020</td>
<td>8,900.00</td>
<td></td>
</tr>
</tbody>
</table>

**Vendor Totals**

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>386 - Alvarez-Glasman &amp; Colvin</td>
<td>Invoices 3 Invoices Net Amount $43,600.69</td>
</tr>
<tr>
<td>1929 - Angeles Contractor, Inc.</td>
<td>Invoices 2 Invoices Net Amount $159,331.88</td>
</tr>
<tr>
<td>1429 - BMG Money, Inc</td>
<td>Invoices 1 Invoices Net Amount $120.85</td>
</tr>
<tr>
<td>759 - California Newspapers Partnership</td>
<td>Invoices 1 Invoices Net Amount $663.88</td>
</tr>
<tr>
<td>923 - CalPERS Long-Term Care Program</td>
<td>Invoices 1 Invoices Net Amount $65.07</td>
</tr>
<tr>
<td>770 - County of Los Angeles Dept of Public Works</td>
<td>Invoices 1 Invoices Net Amount $309.61</td>
</tr>
<tr>
<td>406 - Dapeer, Rosenblit &amp; Litvak, LLP</td>
<td>Invoices 1 Invoices Net Amount $15,520.60</td>
</tr>
<tr>
<td>1784 - Downey Chess Club</td>
<td>Invoices 1 Invoices Net Amount $40.00</td>
</tr>
<tr>
<td>472 - DTSC</td>
<td>Invoices 1 Invoices Net Amount</td>
</tr>
</tbody>
</table>

---

Run by Ricky Rao on 08/06/2020 02:51:56 PM
<table>
<thead>
<tr>
<th>Invoice Number</th>
<th>Invoice Description</th>
<th>Status</th>
<th>Held Reason</th>
<th>Invoice Date</th>
<th>Due Date</th>
<th>G/L Date</th>
<th>Received Date</th>
<th>Payment Date</th>
<th>Invoice Net Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>202046728</td>
<td>EPA ID NUMBER VERIFICATION &amp; HAZARDOUS WASTER MANIFEST FEES</td>
<td>Paid by Check #285839</td>
<td></td>
<td>07/22/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/03/2020</td>
<td>08/06/2020</td>
<td>247.50</td>
</tr>
<tr>
<td>2-26061</td>
<td>HOT SPOT INTERSECTION (IMPROV PROJ). ROSEMEAD/BEVERLY BLVD PMT #2</td>
<td>Paid by Check #285840</td>
<td></td>
<td>06/11/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/04/2020</td>
<td>08/06/2020</td>
<td>114,000.00</td>
</tr>
<tr>
<td>7-074-97463</td>
<td>OVERNIGHT DELIVERY CHARGES</td>
<td>Paid by Check #285841</td>
<td></td>
<td>07/24/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/03/2020</td>
<td>08/06/2020</td>
<td>28.69</td>
</tr>
<tr>
<td>164426938</td>
<td>VISION SERVICES FOR AUGUST 2020</td>
<td>Paid by Check #285842</td>
<td></td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>3,151.72</td>
</tr>
<tr>
<td>801732-801783</td>
<td>VENDED MEALS FOR SFSP WEEK OF 7/20/20-7/24/20</td>
<td>Paid by EFT #6830</td>
<td></td>
<td>07/24/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/03/2020</td>
<td>08/06/2020</td>
<td>18,359.41</td>
</tr>
<tr>
<td>LLAR-20-06</td>
<td>GWMA ADMINISTRATIVE FEE AND COST SHARING FY 2020-21 LLAR</td>
<td>Paid by Check #285843</td>
<td></td>
<td>07/01/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/03/2020</td>
<td>08/06/2020</td>
<td>69,054.16</td>
</tr>
<tr>
<td>4237991</td>
<td>OVERNIGHT DELIVERY CHARGES</td>
<td>Paid by Check #285844</td>
<td></td>
<td>07/15/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/03/2020</td>
<td>08/06/2020</td>
<td>6.77</td>
</tr>
<tr>
<td>696773</td>
<td>AQUATIC CHEMICALS</td>
<td>Paid by EFT #6831</td>
<td></td>
<td>07/10/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/04/2020</td>
<td>08/06/2020</td>
<td>246.94</td>
</tr>
<tr>
<td>1390</td>
<td>CLAIMS ADMIN FEE WORKER'S COMP JULY 2020</td>
<td>Paid by EFT #6832</td>
<td></td>
<td>07/07/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/04/2020</td>
<td>08/06/2020</td>
<td>3,833.33</td>
</tr>
<tr>
<td>389</td>
<td>Healthfirst-North Medial Group</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Invoice Number</td>
<td>Invoice Description</td>
<td>Status</td>
<td>Held Reason</td>
<td>Invoice Date</td>
<td>Due Date</td>
<td>G/L Date</td>
<td>Received Date</td>
<td>Payment Date</td>
<td>Invoice Net Amount</td>
</tr>
<tr>
<td>----------------</td>
<td>----------------------------------------------------------</td>
<td>----------------------</td>
<td>-------------</td>
<td>--------------</td>
<td>-----------</td>
<td>-----------</td>
<td>---------------</td>
<td>--------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>1456-62055</td>
<td>PRE-EMPLOYMENT PHYSICAL FOR AGARCIA</td>
<td>Paid by Check #285845</td>
<td></td>
<td>07/09/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>07/21/2020</td>
<td>08/06/2020</td>
<td>48.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Vendor: 389 - Healthfirst-North Medial Group</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Invoices: 1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Totals: $48.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>430991</td>
<td>MAINTENANCE TONER, EQUIPMENT 10871, CITY HALL WEST HOUSING</td>
<td>Paid by EFT #6833</td>
<td></td>
<td>05/28/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>06/03/2020</td>
<td>08/06/2020</td>
<td>17.36</td>
</tr>
<tr>
<td>430992</td>
<td>MAINTENANCE TONER, EQUIPMENT 10873, PICO PARK</td>
<td>Paid by EFT #6833</td>
<td></td>
<td>05/28/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>06/03/2020</td>
<td>08/06/2020</td>
<td>17.36</td>
</tr>
<tr>
<td>431020</td>
<td>CONTRACT OVERAGE CHARGE, 4/29/20-5/28/20</td>
<td>Paid by EFT #6833</td>
<td></td>
<td>05/29/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>06/03/2020</td>
<td>08/06/2020</td>
<td>1,927.96</td>
</tr>
<tr>
<td>431100</td>
<td>MAINTENANCE TONER, EQUIPMENT 11005, PUBLIC WORKS</td>
<td>Paid by EFT #6833</td>
<td></td>
<td>06/03/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>06/08/2020</td>
<td>08/06/2020</td>
<td>17.36</td>
</tr>
<tr>
<td>431194</td>
<td>MAINTENANCE TONER, EQUIPMENT 10867, PARK AND REC</td>
<td>Paid by EFT #6833</td>
<td></td>
<td>06/11/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>06/17/2020</td>
<td>08/06/2020</td>
<td>17.36</td>
</tr>
<tr>
<td>431213</td>
<td>MAINTENANCE TONER, EQUIPMENT 10863, COMMUNITY DEVELOPMENT</td>
<td>Paid by EFT #6833</td>
<td></td>
<td>06/15/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>06/17/2020</td>
<td>08/06/2020</td>
<td>17.36</td>
</tr>
<tr>
<td>431340</td>
<td>MAINTENANCE TONER, EQUIPMENT 10872, SMITH PARK</td>
<td>Paid by EFT #6833</td>
<td></td>
<td>06/23/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>06/29/2020</td>
<td>08/06/2020</td>
<td>17.36</td>
</tr>
<tr>
<td>431361</td>
<td>MAINTENANCE TONER, EQUIPMENT 10868, HUMAN RESOURCES</td>
<td>Paid by EFT #6833</td>
<td></td>
<td>06/26/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>06/29/2020</td>
<td>08/06/2020</td>
<td>17.36</td>
</tr>
<tr>
<td>431418</td>
<td>CONTRACT OVERAGE CHARGE 5/29/20-6/28/20</td>
<td>Paid by EFT #6833</td>
<td></td>
<td>06/29/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/06/2020</td>
<td>1,578.01</td>
</tr>
<tr>
<td>431689</td>
<td>CONTRACT USAGE CHARGE 6/10/20-7/9/20, PARK &amp; REC</td>
<td>Paid by EFT #6833</td>
<td></td>
<td>07/10/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/04/2020</td>
<td>08/06/2020</td>
<td>4.87</td>
</tr>
<tr>
<td>431741</td>
<td>MAINTENANCE TONERS, EQUIPMENT 11247, FINANCE</td>
<td>Paid by EFT #6833</td>
<td></td>
<td>07/13/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/04/2020</td>
<td>08/06/2020</td>
<td>17.36</td>
</tr>
<tr>
<td>431749</td>
<td>MAINTENANCE TONER, EQUIPMENT 11247, FINANCE</td>
<td>Paid by EFT #6833</td>
<td></td>
<td>07/14/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/04/2020</td>
<td>08/06/2020</td>
<td>17.36</td>
</tr>
<tr>
<td>431784</td>
<td>MAINTENANCE TONER, EQUIPMENT 10867, PARK &amp; REC</td>
<td>Paid by EFT #6833</td>
<td></td>
<td>07/15/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/04/2020</td>
<td>08/06/2020</td>
<td>17.36</td>
</tr>
<tr>
<td>431785</td>
<td>MAINTENANCE TONER, EQUIPMENT 11247, FINANCE</td>
<td>Paid by EFT #6833</td>
<td></td>
<td>07/15/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/04/2020</td>
<td>08/06/2020</td>
<td>17.36</td>
</tr>
<tr>
<td>431850</td>
<td>MAINTENANCE TONERS, EQUIPMENT 10863, COMMUNITY DEVELOPMENT</td>
<td>Paid by EFT #6833</td>
<td></td>
<td>07/20/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/04/2020</td>
<td>08/06/2020</td>
<td>17.36</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Vendor: 913 - I Copy, Inc (ibe digital)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Invoices: 15</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Totals: $3,719.16</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>122 - John L Hunter &amp; Associates Inc. PRNP0620</td>
<td>NPDES 6/1/20-6/30/20</td>
<td>Paid by EFT #6834</td>
<td></td>
<td>07/24/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/03/2020</td>
<td>08/06/2020</td>
<td>1,350.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Invoices: 1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Totals: $1,350.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Invoice Number</td>
<td>Invoice Description</td>
<td>Status</td>
<td>Held Reason</td>
<td>Invoice Date</td>
<td>Due Date</td>
<td>G/L Date</td>
<td>Received Date</td>
<td>Payment Date</td>
<td>Invoice Net Amount</td>
</tr>
<tr>
<td>----------------</td>
<td>---------------------------------------------------------</td>
<td>--------------</td>
<td>---------------------------------</td>
<td>--------------</td>
<td>------------</td>
<td>----------</td>
<td>---------------</td>
<td>--------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>203866AL</td>
<td>SHERIFF SERVICES 6/1/20-6/30/20</td>
<td>Paid by Check #285846</td>
<td>07/10/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/04/2020</td>
<td>08/06/2020</td>
<td>1,027,669.07</td>
<td></td>
</tr>
<tr>
<td>203992AL</td>
<td>HELICOPTER SERVICE JUNE 2020</td>
<td>Paid by Check #285846</td>
<td>07/10/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/04/2020</td>
<td>08/06/2020</td>
<td>2,497.36</td>
<td></td>
</tr>
<tr>
<td>204043AL</td>
<td>PRV-TRANSIT/TRANSIENT DEPUTY, 6/9/20-6/30/20</td>
<td>Paid by Check #285846</td>
<td>07/15/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/04/2020</td>
<td>08/06/2020</td>
<td>8,474.19</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Vendor 181 - LA County Sheriffs Department Totals</td>
<td>Invoices</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$1,038,640.62</td>
</tr>
<tr>
<td>2020NOFF06A</td>
<td>NOTICE OF DETERMINATION FILING FEE FOR PR REGIONAL BIKEWAY PROJ</td>
<td>Paid by Check #285847</td>
<td>08/04/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/04/2020</td>
<td>08/06/2020</td>
<td>75.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Vendor 539 - LA County/Registrar-Recorder County Clerk Totals</td>
<td>Invoices</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$75.00</td>
</tr>
<tr>
<td>080620</td>
<td>EMPLOYEE DEDUCTION FOR P/E 07/31/20</td>
<td>Paid by Check #285848</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>150.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Vendor 548 - Levying Officer Totals</td>
<td>Invoices</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$150.00</td>
</tr>
<tr>
<td>55559005</td>
<td>MOOD MEDIA SERVICES 8/1/20-8/31/20</td>
<td>Paid by Check #285849</td>
<td>08/01/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/03/2020</td>
<td>08/06/2020</td>
<td>158.71</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Vendor 676 - MOOD MEDIA Totals</td>
<td>Invoices</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$158.71</td>
</tr>
<tr>
<td>2020AUGRUBFEES</td>
<td>RUBBISH ASSESSMENT FOR AUGUST 2020 PLUS JULY ADJ</td>
<td>Paid by EFT #6835</td>
<td>08/01/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/01/2020</td>
<td>08/06/2020</td>
<td>235,799.18</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Vendor 74 - NASA Services Inc Totals</td>
<td>Invoices</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$235,799.18</td>
</tr>
<tr>
<td>080620</td>
<td>EMPLOYEE/EMPLOYER CONTRIBUTIONS FOR P/E 07/31/20 (457/401A)</td>
<td>Paid by EFT #6837</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>21,127.30</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Vendor 1398 - Nationwide Retirement Solutions Totals</td>
<td>Invoices</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$21,127.30</td>
</tr>
<tr>
<td>080620</td>
<td>PEHP BENEFIT/DEDUCTION FOR P/E 07/31/20</td>
<td>Paid by EFT #6838</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>879.08</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Vendor 1489 - Nationwide RS Totals</td>
<td>Invoices</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$879.08</td>
</tr>
<tr>
<td>Invoice Number</td>
<td>Invoice Description</td>
<td>Status</td>
<td>Invoice Date</td>
<td>Due Date</td>
<td>G/L Date</td>
<td>Received Date</td>
<td>Payment Date</td>
<td>Invoice Net Amount</td>
<td></td>
</tr>
<tr>
<td>----------------</td>
<td>-------------------------------------------------------------------------------------</td>
<td>-------------------------</td>
<td>--------------</td>
<td>----------</td>
<td>-----------</td>
<td>---------------</td>
<td>--------------</td>
<td>-------------------</td>
<td></td>
</tr>
<tr>
<td>080120</td>
<td>EMPLOYEE DEDUCTION FOR AUGUST 2020</td>
<td>Paid by Check #285850</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>297.93</td>
<td></td>
</tr>
<tr>
<td>Vendor 617 - NUFIC Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$297.93</td>
<td></td>
</tr>
<tr>
<td>080620</td>
<td>UNION DUES FOR P/E 07/31/20</td>
<td>Paid by EFT #6839</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>546.00</td>
<td></td>
</tr>
<tr>
<td>Vendor 520 - PRMPCEA Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$546.00</td>
<td></td>
</tr>
<tr>
<td>57633677</td>
<td>MAINTENANCE FOR POSTAGE MACHINE 7/1/20-9/30/20</td>
<td>Paid by Check #285851</td>
<td>06/01/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>06/16/2020</td>
<td>08/06/2020</td>
<td>440.59</td>
<td></td>
</tr>
<tr>
<td>Vendor 337 - Quadient, Inc. Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$440.59</td>
<td></td>
</tr>
<tr>
<td>MN00001120</td>
<td>QUESTYS ANNUAL SOFTWARE MAINTENANCE AND UPGRADE 07/20-06/21</td>
<td>Paid by Check #285852</td>
<td>04/30/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/05/2020</td>
<td>08/06/2020</td>
<td>4,338.74</td>
<td></td>
</tr>
<tr>
<td>Vendor 905 - Questys Solutions Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$4,338.74</td>
<td></td>
</tr>
<tr>
<td>69955</td>
<td>1 BIG LOAD LIQUID PUMPED</td>
<td>Paid by Check #285853</td>
<td>06/10/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>07/31/2020</td>
<td>08/06/2020</td>
<td>995.00</td>
<td></td>
</tr>
<tr>
<td>Vendor 1959 - Robert's Liquid Disposal Inc. Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$995.00</td>
<td></td>
</tr>
<tr>
<td>187</td>
<td>PAYROLL 7/9/20-7/22/20</td>
<td>Paid by EFT #6840</td>
<td>07/24/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/03/2020</td>
<td>08/06/2020</td>
<td>22,127.64</td>
<td></td>
</tr>
<tr>
<td>Vendor 1552 - S &amp; S LaBarge Golf Inc Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$22,127.64</td>
<td></td>
</tr>
<tr>
<td>3359</td>
<td>PR LUNCH COVID-19 EMERGENCY SENIOR MEALS, WEEK 7/29/20</td>
<td>Paid by Check #285854</td>
<td>07/29/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/03/2020</td>
<td>08/06/2020</td>
<td>2,835.00</td>
<td></td>
</tr>
<tr>
<td>Vendor 1924 - School Nutrition Plus Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$2,835.00</td>
<td></td>
</tr>
<tr>
<td>080620</td>
<td>UNION DUES FOR P/E 07/31/20</td>
<td>Paid by EFT #6841</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>1,750.49</td>
<td></td>
</tr>
<tr>
<td>Vendor 266 - SEIU Local 721 Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$1,750.49</td>
<td></td>
</tr>
<tr>
<td>080620</td>
<td>COPE FEES FOR P/E 07/31/20</td>
<td>Paid by Check #285855</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>64.75</td>
<td></td>
</tr>
<tr>
<td>Vendor 692 - SEIU Local 721-COPE Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$64.75</td>
<td></td>
</tr>
<tr>
<td>04-2020</td>
<td>FAIR HOUSING SERVICES, APRIL-JUNE 2020</td>
<td>Paid by Check #285856</td>
<td>07/25/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>07/31/2020</td>
<td>08/06/2020</td>
<td>2,625.00</td>
<td></td>
</tr>
<tr>
<td>Vendor 638 - SOUTHERN CALIFORNIA HOUSING RIGHTS CENTER Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$2,625.00</td>
<td></td>
</tr>
<tr>
<td>Invoice Number</td>
<td>Invoice Description</td>
<td>Status</td>
<td>Held Reason</td>
<td>Invoice Date</td>
<td>Due Date</td>
<td>G/L Date</td>
<td>Received Date</td>
<td>Payment Date</td>
<td>Invoice Net Amount</td>
</tr>
<tr>
<td>----------------</td>
<td>---------------------</td>
<td>--------</td>
<td>-------------</td>
<td>--------------</td>
<td>----------</td>
<td>----------</td>
<td>---------------</td>
<td>--------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>252-230709</td>
<td>TRUSTEE AND DISSEMINATION AGENT FEE 7/21/19-7/20/21</td>
<td>Paid by Check #285857</td>
<td>07/21/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>07/29/2020</td>
<td>08/06/2020</td>
<td>1,500.00</td>
<td></td>
</tr>
<tr>
<td>080620</td>
<td>EMPLOYEE DEDUCTION FOR P/E 07/31/20</td>
<td>Paid by EFT #6842</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>20.00</td>
<td></td>
</tr>
<tr>
<td>080120</td>
<td>DENTAL SERVICES (DHMO) FOR AUGUST 2020</td>
<td>Paid by Check #285859</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>490.02</td>
<td></td>
</tr>
<tr>
<td>206458</td>
<td>INTERIM BILLING AUDIT CAFRY 6/30/20</td>
<td>Paid by Check #285860</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>06/17/2020</td>
<td>08/06/2020</td>
<td>7,250.00</td>
<td></td>
</tr>
<tr>
<td>2007141.002</td>
<td>REFUND: DANCE RECITAL TICKETS</td>
<td>Paid by Check #285830</td>
<td>03/13/2020</td>
<td>03/25/2020</td>
<td>03/25/2020</td>
<td>03/17/2020</td>
<td>08/06/2020</td>
<td>18.00</td>
<td></td>
</tr>
<tr>
<td>131908270099</td>
<td>DEPOSIT REFUND GOLF COURSE BANQUET RENTAL 6/27/20</td>
<td>Paid by Check #285861</td>
<td>07/31/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/04/2020</td>
<td>08/06/2020</td>
<td>200.00</td>
<td></td>
</tr>
<tr>
<td>2007839.002</td>
<td>REFUND: ENGLISH TUTORING FOR KIDS &amp; TEENS #16682 #16684</td>
<td>Paid by Check #285862</td>
<td>07/30/2020</td>
<td>08/06/2020</td>
<td>08/06/2020</td>
<td>08/03/2020</td>
<td>08/06/2020</td>
<td>100.00</td>
<td></td>
</tr>
</tbody>
</table>

**Vendor Totals**

- **1063 - The Bank of New York Mellon**
  - Invoices: 1
  - Total: $1,500.00

- **413 - TRUSAIC**
  - Invoices: 2
  - Total: $3,636.00

- **1511 - United Way Of Greater Los Angeles**
  - Invoices: 1
  - Total: $20.00

- **175 - Western Dental Services, Inc.**
  - Invoices: 1
  - Total: $490.02

- **137 - WHITE,NELSON,DIEHL, EVANS, LLP**
  - Invoices: 1
  - Total: $7,250.00

- **CRYSTAL HERNANDEZ**
  - Invoices: 1
  - Total: $18.00

- **PERLA RAMOS**
  - Invoices: 1
  - Total: $200.00

- **ALMA RIVERA**
  - Invoices: 1
  - Total: $100.00

**Grand Totals**

- Invoices: 67
- Total: $1,875,043.39
PAYROLL REGISTER P/P 07/18/20 - 07/31/20

Pay Date: 08/06/20

VOID ACH CKS

VOID CKS

SPECIAL CKS

CKS

ACH
532293 - 532550 349,299.85

349,299.85

TOTAL 349,299.85
<table>
<thead>
<tr>
<th>Invoice Number</th>
<th>Invoice Description</th>
<th>Status</th>
<th>Held Reason</th>
<th>Invoice Date</th>
<th>Due Date</th>
<th>G/L Date</th>
<th>Received Date</th>
<th>Payment Date</th>
<th>Invoice Net Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>599380</td>
<td>LEGAL SERVICES JUNE 2020, GENERAL LABOR MATTERS</td>
<td>Paid by Check #285863</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>07/28/2020</td>
<td>08/13/2020</td>
<td>1,686.28</td>
<td></td>
</tr>
<tr>
<td>200821</td>
<td>MUSICAL ENTERTAINMENT FOR SENIOR CENTER 8/21/20</td>
<td>Paid by Check #285864</td>
<td>08/21/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td>75.00</td>
<td></td>
</tr>
<tr>
<td>2008645</td>
<td>MONTHLY SERVICE CHARGE (800) GO PRIME, JULY 2020</td>
<td>Paid by EFT #6844</td>
<td>08/01/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td>199.00</td>
<td></td>
</tr>
<tr>
<td>2020-21LACOFEE</td>
<td>LAFCO ALLOCATION OF NET OPERATING EXPENSES FY20/21</td>
<td>Paid by Check #285865</td>
<td>07/29/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/12/2020</td>
<td>08/13/2020</td>
<td>2,446.73</td>
<td></td>
</tr>
<tr>
<td>51850</td>
<td>ENGRAVED PLASTIC PLATE</td>
<td>Paid by Check #285866</td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/10/2020</td>
<td>08/13/2020</td>
<td>27.51</td>
<td></td>
</tr>
<tr>
<td>801787-801838</td>
<td>VENDED MEALS FOR SFSP WEEK OF 7/27/20-7/31/20</td>
<td>Paid by EFT #6845</td>
<td>07/31/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>19,059.69</td>
<td></td>
</tr>
<tr>
<td>INV-15192</td>
<td>ANNUAL LICENSE FEE, PERFORM EFORMS ONBOARD LEARN, 8/13/20-8/12/21</td>
<td>Paid by EFT #6846</td>
<td>07/13/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>32,788.35</td>
<td></td>
</tr>
<tr>
<td>17054</td>
<td>OIL PAYMENT PROGRAM ACTIVITIES FOR JULY 2020</td>
<td>Paid by Check #285867</td>
<td>08/03/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>340.00</td>
<td></td>
</tr>
<tr>
<td>50800</td>
<td>WEEKLY ENROLLMENT NOTICES 6/24/20 7/1/20</td>
<td>Paid by Check #285868</td>
<td>07/10/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td>112.80</td>
<td></td>
</tr>
<tr>
<td>50925</td>
<td>WEEKLY ENROLLMENT NOTICES 7/8/20 7/15/20</td>
<td>Paid by Check #285868</td>
<td>07/21/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td>112.80</td>
<td></td>
</tr>
</tbody>
</table>

Vendor Totals

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Net Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1516 - Ruben Valentino Cantu</td>
<td>75.00</td>
</tr>
<tr>
<td>1331 - Corporate Image Marketing, Inc</td>
<td>199.00</td>
</tr>
<tr>
<td>553 - County of Los Angeles Dept of Auditor-Controller</td>
<td>2,446.73</td>
</tr>
<tr>
<td>383 - Crocker Signs &amp; Screen Printing</td>
<td>27.51</td>
</tr>
<tr>
<td>143 - Foodservice Outreach Inc.</td>
<td>19,059.69</td>
</tr>
<tr>
<td>631 - Governmentjobs.com, Inc.</td>
<td>32,788.35</td>
</tr>
<tr>
<td>1708 - KJ Services Environmental Consulting</td>
<td>340.00</td>
</tr>
<tr>
<td>1697 - Minuteman Press</td>
<td>225.60</td>
</tr>
</tbody>
</table>

Run by Ricky Rao on 08/13/2020 04:13:25 PM
<table>
<thead>
<tr>
<th>Invoice Number</th>
<th>Invoice Description</th>
<th>Status</th>
<th>Held Reason</th>
<th>Invoice Date</th>
<th>Due Date</th>
<th>G/L Date</th>
<th>Received Date</th>
<th>Payment Date</th>
<th>Invoice Net Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>INV250092</td>
<td>ANNUAL SUBSCRIPTION TO HOUSING NOTICE ALERTS, 10/1/20-9/30/21</td>
<td>Paid by Check #285869</td>
<td></td>
<td>07/16/2020</td>
<td>08/13/20</td>
<td>08/13/20</td>
<td>08/05/2020</td>
<td>08/13/2020</td>
<td>419.00</td>
</tr>
<tr>
<td>INV250093</td>
<td>ANNUAL SUBSCRIPTION ADMIN PLAN REVISION SERVICE, 10/1/20-9/30/21</td>
<td>Paid by Check #285869</td>
<td></td>
<td>07/16/2020</td>
<td>08/13/20</td>
<td>08/13/20</td>
<td>08/05/2020</td>
<td>08/13/2020</td>
<td>239.00</td>
</tr>
<tr>
<td>Vendor 1148 - NAN MCKAY Totals</td>
<td></td>
<td>Invoices</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$658.00</td>
</tr>
<tr>
<td>Vendor 1115 - Pac Van Totals</td>
<td></td>
<td>Invoices</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$181.30</td>
</tr>
<tr>
<td>Vendor 392 - PGI-Pacific Graphics, Inc. Totals</td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$2,900.06</td>
</tr>
<tr>
<td>Vendor 1552 - S &amp; S LaBarge Golf Inc Totals</td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$11,184.78</td>
</tr>
<tr>
<td>Vendor 1924 - School Nutrition Plus Totals</td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$2,835.00</td>
</tr>
<tr>
<td>Vendor 685 - U S Treasury Totals</td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$294.64</td>
</tr>
<tr>
<td>Vendor 265 - Water Replenishment District of So. California Totals</td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$153,336.50</td>
</tr>
<tr>
<td>Vendor 758 - Waxie Sanitary Supply Totals</td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$896.69</td>
</tr>
</tbody>
</table>

Vendor WILLIAM AGUILAR
<table>
<thead>
<tr>
<th>Invoice Number</th>
<th>Invoice Description</th>
<th>Status</th>
<th>Held Reason</th>
<th>Invoice Date</th>
<th>Due Date</th>
<th>G/L Date</th>
<th>Received Date</th>
<th>Payment Date</th>
<th>Invoice Net Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2007857.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285874</td>
<td></td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>Vendor</td>
<td>WILLIAM AGUILAR Totals</td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td>2007855.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285875</td>
<td></td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>Vendor</td>
<td>ALICE AGUILERA Totals</td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td>2007856.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285876</td>
<td></td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>Vendor</td>
<td>ALICE AGUILERA Totals</td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td>2007849.002</td>
<td>Refund/Rtn Overpayment</td>
<td>Paid by Check #285877</td>
<td></td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>Vendor</td>
<td>ESTHER ALARCON Totals</td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td>2007844.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285878</td>
<td></td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>Vendor</td>
<td>PAMELA ELIZABETH BEAN Totals</td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td>2007841.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285879</td>
<td></td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>Vendor</td>
<td>JERRY CHOW Totals</td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td>2007862.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285880</td>
<td></td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>Vendor</td>
<td>RUBEN ENRIQUEZ Totals</td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td>2007853.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285881</td>
<td></td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>Vendor</td>
<td>ADOLPH ESQUEDA Totals</td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td>2007866.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285882</td>
<td></td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>Vendor</td>
<td>CELESTINO TINO GIL Totals</td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td>2007850.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285883</td>
<td></td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>Vendor</td>
<td>LAWRENCE GOVEA Totals</td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td>Vendor</td>
<td>Invoice Number</td>
<td>Invoice Description</td>
<td>Status</td>
<td>Held Reason</td>
<td>Invoice Date</td>
<td>Due Date</td>
<td>G/L Date</td>
<td>Received Date</td>
<td>Payment Date</td>
</tr>
<tr>
<td>-------------------------</td>
<td>----------------</td>
<td>-----------------------------------------</td>
<td>-------------------------------</td>
<td>------------------------</td>
<td>-----------------</td>
<td>-------------</td>
<td>-------------</td>
<td>---------------</td>
<td>--------------</td>
</tr>
<tr>
<td>ALBERT HERNANDEZ</td>
<td>2007864.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285884</td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HENRY MENDOZA</td>
<td>2007846.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285885</td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ALEX ORTIZ</td>
<td>2007848.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285886</td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>JOHN PARRA</td>
<td>2007865.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285887</td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ROBERTO QUINTERO</td>
<td>2007845.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285888</td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GUILLERMO QUIROZ</td>
<td>2007854.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285889</td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAURILIO RAYOS</td>
<td>2020-00030697</td>
<td>DEPOSIT REFUND FOR TUP 2019 -00002308</td>
<td>Paid by Check #285890</td>
<td>07/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/10/2020</td>
<td>08/13/2020</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARTEMISA RAZO</td>
<td>2007843.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285891</td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SANDRA LYNN RICHARDS</td>
<td>2007840.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285892</td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Invoice Number</td>
<td>Invoice Description</td>
<td>Status</td>
<td>Held Reason</td>
<td>Invoice Date</td>
<td>Due Date</td>
<td>G/L Date</td>
<td>Received Date</td>
<td>Payment Date</td>
<td>Invoice Net Amount</td>
</tr>
<tr>
<td>----------------</td>
<td>---------------------</td>
<td>--------</td>
<td>-------------</td>
<td>--------------</td>
<td>-----------</td>
<td>----------</td>
<td>---------------</td>
<td>--------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>2007847.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285893</td>
<td></td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td></td>
<td>30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vendor CARLOS SAENZ Totals</td>
<td>Invoices</td>
<td></td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td>2007851.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285894</td>
<td></td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td></td>
<td>30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vendor IGNACIO SANCHEZ Totals</td>
<td>Invoices</td>
<td></td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td>2020-00058810</td>
<td>DEPOSIT REFUND FOR TUP 2020 -00000682</td>
<td>Paid by Check #285895</td>
<td></td>
<td>07/06/2020</td>
<td>08/13/2020</td>
<td>08/10/2020</td>
<td>08/13/2020</td>
<td></td>
<td>300.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vendor SOUTHERN CALIFORNIA EDISON Totals</td>
<td>Invoices</td>
<td></td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>$300.00</td>
</tr>
<tr>
<td>2007859.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285896</td>
<td></td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td></td>
<td>30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vendor MARY STROHL Totals</td>
<td>Invoices</td>
<td></td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td>2007860.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285897</td>
<td></td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td></td>
<td>30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vendor MARY STROHL Totals</td>
<td>Invoices</td>
<td></td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td>2007863.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285898</td>
<td></td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td></td>
<td>30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vendor LETICIA TORRES Totals</td>
<td>Invoices</td>
<td></td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td>2007858.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285899</td>
<td></td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td></td>
<td>30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vendor CARLOS VADEZ Totals</td>
<td>Invoices</td>
<td></td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td>2007852.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285900</td>
<td></td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td></td>
<td>30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vendor DAVID VILLANUEVA Totals</td>
<td>Invoices</td>
<td></td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td>2007842.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285901</td>
<td></td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td></td>
<td>30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vendor LEE WABASH Totals</td>
<td>Invoices</td>
<td></td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
</tbody>
</table>

Vendor JOSE ZUNIGA
<table>
<thead>
<tr>
<th>Invoice Number</th>
<th>Invoice Description</th>
<th>Status</th>
<th>Held Reason</th>
<th>Invoice Date</th>
<th>Due Date</th>
<th>G/L Date</th>
<th>Received Date</th>
<th>Payment Date</th>
<th>Invoice Net Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2007861.002</td>
<td>REFUND: GO GETTERS SEASON</td>
<td>Paid by Check #285902</td>
<td></td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/13/2020</td>
<td>30.00</td>
</tr>
</tbody>
</table>

Vendor: JOSE ZUNIGA

Totals
- Invoices: 1
- Invoice Net Amount: $30.00

Grand Totals
- Invoices: 49
- Invoice Net Amount: $230,545.13
## CITY OF PICO RIVERA U/B REFUND CHECKS 08-14-2020

<table>
<thead>
<tr>
<th>Status</th>
<th>Type</th>
<th>Number</th>
<th>Payment Date</th>
<th>Source</th>
<th>Payee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Open</td>
<td>Check</td>
<td>285903</td>
<td>08/14/2020</td>
<td>Utility Refund</td>
<td>ARNULFO CANO</td>
<td>$35.06</td>
</tr>
<tr>
<td>Open</td>
<td>Check</td>
<td>285904</td>
<td>08/14/2020</td>
<td>Utility Refund</td>
<td>PAUL ESPITIA</td>
<td>$60.11</td>
</tr>
<tr>
<td>Open</td>
<td>Check</td>
<td>285905</td>
<td>08/14/2020</td>
<td>Utility Refund</td>
<td>J T MC KINNEY CO</td>
<td>$15.06</td>
</tr>
<tr>
<td>Open</td>
<td>Check</td>
<td>285906</td>
<td>08/14/2020</td>
<td>Utility Refund</td>
<td>JET-SALES INC.</td>
<td>$34.56</td>
</tr>
<tr>
<td>Open</td>
<td>Check</td>
<td>285907</td>
<td>08/14/2020</td>
<td>Utility Refund</td>
<td>KARINA JOHNSON</td>
<td>$40.91</td>
</tr>
<tr>
<td>Open</td>
<td>Check</td>
<td>285908</td>
<td>08/14/2020</td>
<td>Utility Refund</td>
<td>SAFELITE FULLFILLMENT</td>
<td>$24.25</td>
</tr>
<tr>
<td>Open</td>
<td>Check</td>
<td>285909</td>
<td>08/14/2020</td>
<td>Utility Refund</td>
<td>MELANIE SANTOS</td>
<td>$58.65</td>
</tr>
<tr>
<td>Open</td>
<td>Check</td>
<td>285910</td>
<td>08/14/2020</td>
<td>Utility Refund</td>
<td>SGJ ENTERPRISE INC.</td>
<td>$1313.67</td>
</tr>
<tr>
<td>Open</td>
<td>Check</td>
<td>285911</td>
<td>08/14/2020</td>
<td>Utility Refund</td>
<td>MARK TORRES</td>
<td>$74.38</td>
</tr>
<tr>
<td>Open</td>
<td>Check</td>
<td>285912</td>
<td>08/14/2020</td>
<td>Utility Refund</td>
<td>TAMMY TORRES</td>
<td>$11.30</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>GRAND TOTAL:</strong></td>
<td><strong>$1667.95</strong></td>
</tr>
<tr>
<td>Invoice Description</td>
<td>Vendor Name</td>
<td>Invoice Number</td>
<td>Invoice Description</td>
<td>Status</td>
<td>Hold Reason</td>
<td>Invoice Date</td>
</tr>
<tr>
<td>----------------------------------------------------------</td>
<td>-----------------------------------------------</td>
<td>----------------</td>
<td>------------------------------------------</td>
<td>-----------------</td>
<td>-------------</td>
<td>--------------</td>
</tr>
<tr>
<td>SUPPLEMENTAL LIFE INSURANCE FOR AUGUST 2020</td>
<td>503 - American Heritage Life Insurance Co</td>
<td>M0163615217</td>
<td>Paid by Check #285913</td>
<td></td>
<td></td>
<td>08/20/2020</td>
</tr>
<tr>
<td>SUPPLEMENTAL LIFE INSURANCE FOR AUGUST 2020</td>
<td>503 - American Heritage Life Insurance Co</td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EMPLOYEE DEDUCTION FOR P/E 08/14/20</td>
<td>1429 - BMG Money, Inc</td>
<td>082020</td>
<td>Paid by Check #285914</td>
<td></td>
<td></td>
<td>08/20/2020</td>
</tr>
<tr>
<td>CITY ENTRANCE MONUMENT REPAIR</td>
<td>1418 - Bravo Sign &amp; Design Inc</td>
<td>200121S</td>
<td>Paid by Check #285915</td>
<td></td>
<td></td>
<td>06/10/2020</td>
</tr>
<tr>
<td>CITY ENTRANCE MONUMENT REPAIR</td>
<td>1418 - Bravo Sign &amp; Design Inc</td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LEGAL ADS FOR JULY 2020</td>
<td>759 - California Newspapers Partnership</td>
<td>0000487640</td>
<td>Paid by Check #285916</td>
<td></td>
<td></td>
<td>07/31/2020</td>
</tr>
<tr>
<td>LEGAL ADS FOR JULY 2020</td>
<td>759 - California Newspapers Partnership</td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PERS LONG-TERM CARE FOR P/E 08/14/20</td>
<td>923 - CalPERS Long-Term Care Program</td>
<td>13516756</td>
<td>Paid by Check #285917</td>
<td></td>
<td></td>
<td>08/20/2020</td>
</tr>
<tr>
<td>PAINTING AD DUPLICATE</td>
<td>430 - Complete Printing Solutions, Inc.</td>
<td>41006</td>
<td>Paid by EFT #6880</td>
<td></td>
<td></td>
<td>06/01/2020</td>
</tr>
<tr>
<td>PAINTING AD DUPLICATE</td>
<td>430 - Complete Printing Solutions, Inc.</td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FUEL FOR CITY VEHICLES 07/01/20-07/10/20</td>
<td>345 - Cosby Oil Company</td>
<td>CL36729</td>
<td>Paid by EFT #6881</td>
<td></td>
<td></td>
<td>07/10/2020</td>
</tr>
<tr>
<td>FUEL FOR CITY VEHICLES WATER 07/01/20-07/10/20</td>
<td>345 - Cosby Oil Company</td>
<td>CL36729-A</td>
<td>Paid by EFT #6881</td>
<td></td>
<td></td>
<td>07/10/2020</td>
</tr>
<tr>
<td>FUEL FOR CITY VEHICLES 07/11/20-07/20/20</td>
<td>345 - Cosby Oil Company</td>
<td>CL37313</td>
<td>Paid by EFT #6881</td>
<td></td>
<td></td>
<td>07/20/2020</td>
</tr>
<tr>
<td>FUEL FOR CITY VEHICLES WATER 07/11/20-07/20/20</td>
<td>345 - Cosby Oil Company</td>
<td>CL37313-A</td>
<td>Paid by EFT #6881</td>
<td></td>
<td></td>
<td>07/20/2020</td>
</tr>
<tr>
<td>BARRACUDA WEB SECURITY ANNUAL RENEWAL 7/25/20-7/24/21</td>
<td>136 - CPACINC.COM</td>
<td>SQ-1157758</td>
<td>Paid by Check #285918</td>
<td></td>
<td></td>
<td>06/09/2020</td>
</tr>
<tr>
<td>BARRACUDA WEB SECURITY ANNUAL RENEWAL 7/25/20-7/24/21</td>
<td>136 - CPACINC.COM</td>
<td></td>
<td>Invoices</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BARRACUDA WEB SECURITY ANNUAL RENEWAL 7/25/20-7/24/21</td>
<td>136 - CPACINC.COM</td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Vendor 769 - Culligan Water of Santa Ana
<table>
<thead>
<tr>
<th>Invoice Number</th>
<th>Invoice Description</th>
<th>Status</th>
<th>Held Reason</th>
<th>Invoice Date</th>
<th>Due Date</th>
<th>G/L Date</th>
<th>Received Date</th>
<th>Payment Date</th>
<th>Invoice Net Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1183028</td>
<td>WATER SOFTENER SERVICE AT SENIOR CENTER AUGUST 2020</td>
<td>Paid by Check #285919</td>
<td></td>
<td>07/31/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/17/2020</td>
<td>08/20/2020</td>
<td>57.91</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vendor 769 - Culligan Water of Santa Ana</td>
<td>Invoices</td>
<td>1</td>
<td>$57.91</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BE004019348</td>
<td>DENTAL SERVICES (DHMO) FOR AUGUST 2020</td>
<td>Paid by EFT #6882</td>
<td></td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>2,404.52</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vendor 1501 - Delta Dental (Delta Care)</td>
<td>Invoices</td>
<td>1</td>
<td>$2,404.52</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vendor 985 - GRM Information Management Services, Inc</td>
<td>Invoices</td>
<td>9</td>
<td>$420.89</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>0409785</td>
<td>MONTHLY ACCOUNT MAINTENANCE FEE JULY 2020</td>
<td>Paid by EFT #6883</td>
<td></td>
<td>07/31/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>10.00</td>
</tr>
<tr>
<td>0409786</td>
<td>MONTHLY RECORDS STORAGE CITY CLERK, JULY 2020</td>
<td>Paid by EFT #6883</td>
<td></td>
<td>07/31/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>66.06</td>
</tr>
<tr>
<td>0409787</td>
<td>MONTHLY RECORDS STORAGE COMMUNITY DEVELOPMENT, JULY 2020</td>
<td>Paid by EFT #6883</td>
<td></td>
<td>07/31/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>23.81</td>
</tr>
<tr>
<td>0409788</td>
<td>MONTHLY RECORDS STORAGE FINANCE DEPT, JULY 2020</td>
<td>Paid by EFT #6883</td>
<td></td>
<td>07/31/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>156.78</td>
</tr>
<tr>
<td>0409789</td>
<td>MONTHLY RECORDS STORAGE PARKS &amp; REC, JULY 2020</td>
<td>Paid by EFT #6883</td>
<td></td>
<td>07/31/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>15.13</td>
</tr>
<tr>
<td>0409790</td>
<td>MONTHLY RECORDS STORAGE PUBLIC WORKS, JULY 2020</td>
<td>Paid by EFT #6883</td>
<td></td>
<td>07/31/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>51.34</td>
</tr>
<tr>
<td>0409791</td>
<td>MONTHLY RECORDS STORAGE BUILDING, JULY 2020</td>
<td>Paid by EFT #6883</td>
<td></td>
<td>07/31/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>30.91</td>
</tr>
<tr>
<td>0409792</td>
<td>MONTHLY INITIAL MOVE-IN FEE JULY 2020</td>
<td>Paid by EFT #6883</td>
<td></td>
<td>07/31/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>6.86</td>
</tr>
<tr>
<td>0410940</td>
<td>MONTHLY SHREDDING SERVICES 7/1/20-7/31/20</td>
<td>Paid by EFT #6883</td>
<td></td>
<td>07/31/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>60.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vendor 985 - GRM Information Management Services, Inc</td>
<td>Invoices</td>
<td>9</td>
<td>$420.89</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1390010</td>
<td>HAZARDOUS MATERIALS REPLACEMENT JANUARY 2020</td>
<td>Paid by EFT #6884</td>
<td></td>
<td>07/24/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>3,833.33</td>
</tr>
<tr>
<td>1390011</td>
<td>HAZARDOUS MATERIALS REPLACEMENT FEBRUARY 2020</td>
<td>Paid by EFT #6884</td>
<td></td>
<td>07/24/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>3,333.33</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vendor 1390 - Hazelrigg Claims Management Services</td>
<td>Invoices</td>
<td>2</td>
<td>$7,166.66</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>192800001</td>
<td>WORK'S COMPENSATION RISK MANAGEMENT JULY 2020</td>
<td>Paid by Check #285920</td>
<td></td>
<td>07/24/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>2,100.26</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vendor 1928 - Insight Public Sector, Inc.</td>
<td>Invoices</td>
<td>1</td>
<td>$2,100.26</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1100751914</td>
<td>APPLE PENCILS</td>
<td>Paid by Check #285921</td>
<td></td>
<td>08/03/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>2,000.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vendor 1108 - Jackson Risk Management</td>
<td>Invoices</td>
<td>1</td>
<td>$2,000.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>202007SVC</td>
<td>WORK'S COMPENSATION RISK MANAGEMENT JULY 2020</td>
<td>Paid by Check #285921</td>
<td></td>
<td>08/03/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>2,000.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vendor 1108 - Jackson Risk Management</td>
<td>Invoices</td>
<td>1</td>
<td>$2,000.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Invoice Number</td>
<td>Invoice Description</td>
<td>Status</td>
<td>Held Reason</td>
<td>Invoice Date</td>
<td>Due Date</td>
<td>G/L Date</td>
<td>Received Date</td>
<td>Payment Date</td>
<td>Invoice Net Amount</td>
</tr>
<tr>
<td>----------------</td>
<td>---------------------</td>
<td>----------------------</td>
<td>-------------------</td>
<td>--------------</td>
<td>----------</td>
<td>----------</td>
<td>---------------</td>
<td>--------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>JB93033-9</td>
<td>PROF SVCS 4/27-20-5/31/20, PR HSIP CITYWIDE TS</td>
<td>Paid by Check #285922</td>
<td></td>
<td>06/10/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/13/2020</td>
<td>08/20/2020</td>
<td>8,982.00</td>
</tr>
<tr>
<td>JB93033-10</td>
<td>PROF SVCS 6/1/20-6/28/20, PR HSIP CITYWIDE TS</td>
<td>Paid by Check #285922</td>
<td></td>
<td>07/06/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/13/2020</td>
<td>08/20/2020</td>
<td>353.20</td>
</tr>
<tr>
<td>Vendor 397 - KOA Corp./CBM Consulting Inc. Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$9,335.20</td>
</tr>
<tr>
<td>Vendor 1507 - Lincoln Financial Group 080120</td>
<td>SUPPLEMENTAL LIFE INSURANCE FOR AUGUST 2020</td>
<td>Paid by EFT #6885</td>
<td></td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>1,278.02</td>
</tr>
<tr>
<td>Vendor 620 - Los Angeles Fire Department IN0323956</td>
<td>HAZARDOUS MATERIAL DISCLOSURE PROGRAM &amp; STATE SERVICE CHARGE</td>
<td>Paid by Check #285923</td>
<td></td>
<td>07/29/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/13/2020</td>
<td>08/20/2020</td>
<td>503.00</td>
</tr>
<tr>
<td>Vendor 1827 - Mercury Public Affairs LLC 202006-0380</td>
<td>PROFESSIONAL CONSULTING SERVICES JUNE 2020</td>
<td>Paid by Check #285924</td>
<td></td>
<td>06/16/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>10,000.00</td>
</tr>
<tr>
<td>Vendor 1827 - Mercury Public Affairs LLC 202007-0024</td>
<td>PROFESSIONAL CONSULTING SERVICES JULY 2020</td>
<td>Paid by Check #285924</td>
<td></td>
<td>07/15/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>10,000.00</td>
</tr>
<tr>
<td>Vendor 1507 - Lincoln Financial Group Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$1,278.02</td>
</tr>
<tr>
<td>Vendor 620 - Los Angeles Fire Department Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$503.00</td>
</tr>
<tr>
<td>Vendor 1827 - Mercury Public Affairs LLC Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$20,000.00</td>
</tr>
<tr>
<td>Vendor 1697 - Minuteman Press 51037</td>
<td>VARIOUS POSTAGE AND MAILING SERVICES</td>
<td>Paid by Check #285925</td>
<td></td>
<td>07/31/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>123.20</td>
</tr>
<tr>
<td>Vendor 1697 - Minuteman Press Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$123.20</td>
</tr>
<tr>
<td>Vendor 1423 - MSA-Dental Pool 080120</td>
<td>DENTAL SERVICES (DPPO) FOR AUGUST 2020</td>
<td>Paid by EFT #6886</td>
<td></td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>7,409.00</td>
</tr>
<tr>
<td>Vendor 1423 - MSA-Dental Pool Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$7,409.00</td>
</tr>
<tr>
<td>Vendor 1398 - Nationwide Retirement Solutions 08020</td>
<td>EMPLOYEE/EMPLOYER CONTRIBUTIONS FOR P/E 08/14/20 (457/401A)</td>
<td>Paid by EFT #6887</td>
<td></td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>22,449.66</td>
</tr>
<tr>
<td>Vendor 1398 - Nationwide Retirement Solutions Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$22,449.66</td>
</tr>
<tr>
<td>Vendor 1489 - Nationwide RS 08020</td>
<td>PEHP BENEFIT/DEDUCTION FOR P/E 08/14/20</td>
<td>Paid by EFT #6888</td>
<td></td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>879.08</td>
</tr>
<tr>
<td>Vendor 1489 - Nationwide RS Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$879.08</td>
</tr>
<tr>
<td>Vendor 1115 - Pac Van</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Invoice Number</td>
<td>Invoice Description</td>
<td>Vendor Name</td>
<td>Status</td>
<td>Invoice Date</td>
<td>Due Date</td>
<td>G/L Date</td>
<td>Received Date</td>
<td>Payment Date</td>
<td>Invoice Net Amount</td>
</tr>
<tr>
<td>----------------</td>
<td>----------------------------------------</td>
<td>-------------------------------------------------</td>
<td>--------------</td>
<td>--------------</td>
<td>----------</td>
<td>----------</td>
<td>---------------</td>
<td>--------------</td>
<td>------------------</td>
</tr>
<tr>
<td>16518947</td>
<td>REACH STORAGE CONTAINER 8/5/20-9/1/20</td>
<td>1115 - Pac Van</td>
<td>Paid by Check #285926</td>
<td>08/05/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/13/2020</td>
<td>08/20/2020</td>
<td>93.09</td>
</tr>
<tr>
<td>1783 - Perkins Eastman Architects, D.P.C.</td>
<td>PROF SVCS THRU 12/31/19, PR PIO PICO PARK DSGN SVCS</td>
<td>1783 - Perkins Eastman Architects, D.P.C.</td>
<td>Paid by Check #285927</td>
<td>01/15/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/20/2020</td>
<td>1,566.00</td>
<td></td>
</tr>
<tr>
<td>965 - PETTY CASH</td>
<td>REPLENISH PETTY CASH JULY 2020</td>
<td>965 - PETTY CASH</td>
<td>Paid by Check #285928</td>
<td>08/13/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>19.56</td>
</tr>
<tr>
<td>161 - Pico Water District</td>
<td>UTILITIES FOR JULY</td>
<td>161 - Pico Water District</td>
<td>Paid by Check #285929</td>
<td>08/01/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/01/2020</td>
<td>08/20/2020</td>
<td>27.62</td>
</tr>
<tr>
<td>2020PETCARE0720</td>
<td>BUSINESS CARDS- AGARCIA, JGUTIERREZ, OVAZIRI</td>
<td>420 - Robert Klein Printers</td>
<td>Paid by Check #285930</td>
<td>08/05/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>148.84</td>
</tr>
<tr>
<td>159 - San Gabriel Valley Water Co</td>
<td>LEGAL SVCS JULY 2020, GROUP XIII BUILDING MATTER</td>
<td>618 - Rutan &amp; Tucker. LLP</td>
<td>Paid by Check #285931</td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/13/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>1552 - S &amp; S LaBarge Golf Inc</td>
<td>PAYROLL 7/23/20-8/5/20</td>
<td>1552 - S &amp; S LaBarge Golf Inc</td>
<td>Paid by EFT #6890</td>
<td>08/07/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/13/2020</td>
<td>08/20/2020</td>
<td>25,052.55</td>
</tr>
<tr>
<td>2020AUGSANGABRI</td>
<td>UTILITIES FOR JULY</td>
<td>159 - San Gabriel Valley Water Co</td>
<td>Paid by Check #285932</td>
<td>08/03/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/03/2020</td>
<td>08/20/2020</td>
<td>549.12</td>
</tr>
<tr>
<td>3388 - School Nutrition Plus</td>
<td>PR LUNCH COVID-19 EMERGENCY SENIOR MEALS, WEEK 8/12/20</td>
<td>1924 - School Nutrition Plus</td>
<td>Paid by Check #285933</td>
<td>08/12/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/13/2020</td>
<td>08/20/2020</td>
<td>2,835.00</td>
</tr>
<tr>
<td>Invoice Number</td>
<td>Invoice Description</td>
<td>Status</td>
<td>Held Reason</td>
<td>Invoice Date</td>
<td>Due Date</td>
<td>G/L Date</td>
<td>Received Date</td>
<td>Payment Date</td>
<td>Invoice Net Amount</td>
</tr>
<tr>
<td>----------------</td>
<td>---------------------</td>
<td>--------</td>
<td>-------------</td>
<td>--------------</td>
<td>----------</td>
<td>----------</td>
<td>---------------</td>
<td>--------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>Vendor 266 - SEIU Local 721</td>
<td>UNDUE FOR P/E 08/14/20</td>
<td>Paid by EFT #6891</td>
<td></td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>$1,739.46</td>
</tr>
<tr>
<td>Vendor 692 - SEIU Local 721-COPE</td>
<td>COPE FEES FOR P/E 08/14/20</td>
<td>Paid by Check #285934</td>
<td></td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>$67.25</td>
</tr>
<tr>
<td>Vendor 154 - Southland Transit, Inc.</td>
<td>PR DIAL A RIDE SERVICE JULY 2020</td>
<td>Paid by EFT #6892</td>
<td></td>
<td>08/07/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/13/2020</td>
<td>08/20/2020</td>
<td>$23,944.75</td>
</tr>
<tr>
<td>Vendor 626 - State of California Dept of Justice</td>
<td>PROCESS LIVE SCAN APPLICATIONS FOR BACKGROUND CHECK, JULY 2020</td>
<td>Paid by Check #285935</td>
<td></td>
<td>08/07/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/17/2020</td>
<td>08/20/2020</td>
<td>$96.00</td>
</tr>
<tr>
<td>Vendor 1466 - The Lincoln National Life Insurance Company</td>
<td>GROUP LIFE, STD &amp; LTD PREMIUMS FOR AUGUST 2020</td>
<td>Paid by EFT #6893</td>
<td></td>
<td>08/01/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>$11,238.72</td>
</tr>
<tr>
<td>Vendor 312 - Tyler Technologies, Inc.</td>
<td>MYCIVIC CITIZEN ENGAGEMENT-SUBSCRIPTION SEPTEMBER 2020</td>
<td>Paid by Check #285936</td>
<td></td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/13/2020</td>
<td>08/20/2020</td>
<td>$262.50</td>
</tr>
<tr>
<td>Vendor 1946 - United Storm Water, Inc.</td>
<td>CLEAN 6 PUMP STATIONS, STORM WATER CONTRACTOR SERVICES</td>
<td>Paid by Check #285937</td>
<td></td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>$26,598.40</td>
</tr>
<tr>
<td>Vendor 1511 - United Way Of Greater Los Angeles</td>
<td>EMPLOYEE DEDUCTION FOR P/E 08/14/20</td>
<td>Paid by EFT #6894</td>
<td></td>
<td>08/07/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/13/2020</td>
<td>08/20/2020</td>
<td>$20.00</td>
</tr>
<tr>
<td>Vendor 304 - Vali Cooper &amp; Associates, Inc.</td>
<td>PROF SVCS THRU 6/30/20, HOT SPOT ROSEMEAD/WHITTIER &amp; ROSEMEAD/WA</td>
<td>Paid by EFT #6895</td>
<td></td>
<td>07/07/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/13/2020</td>
<td>08/20/2020</td>
<td>$674.40</td>
</tr>
<tr>
<td>Invoice Number</td>
<td>Invoice Description</td>
<td>Status</td>
<td>Held Reason</td>
<td>Invoice Date</td>
<td>Due Date</td>
<td>G/L Date</td>
<td>Received Date</td>
<td>Payment Date</td>
<td>Invoice Net Amount</td>
</tr>
<tr>
<td>----------------</td>
<td>---------------------</td>
<td>--------</td>
<td>-------------</td>
<td>--------------</td>
<td>----------</td>
<td>----------</td>
<td>---------------</td>
<td>--------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>00619621</td>
<td>PROF SVCS THRU 6/9/20-7/3/20, PICO RIVERA PARKING LOT</td>
<td>Held Reason</td>
<td>Paid by EFT #6896</td>
<td>07/20/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/13/2020</td>
<td>08/20/2020</td>
<td>$674.40</td>
</tr>
<tr>
<td>2007914.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Held Reason</td>
<td>Paid by Check #285938</td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>$15,720.25</td>
</tr>
<tr>
<td>2007900.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Held Reason</td>
<td>Paid by Check #285939</td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>$30.00</td>
</tr>
<tr>
<td>2007904.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Held Reason</td>
<td>Paid by Check #285941</td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>$30.00</td>
</tr>
<tr>
<td>2007879.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Held Reason</td>
<td>Paid by Check #285942</td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>$30.00</td>
</tr>
<tr>
<td>2007880.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Held Reason</td>
<td>Paid by Check #285943</td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>$30.00</td>
</tr>
<tr>
<td>2007886.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Held Reason</td>
<td>Paid by Check #285944</td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>$30.00</td>
</tr>
<tr>
<td>2007868.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Held Reason</td>
<td>Paid by Check #285945</td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>$30.00</td>
</tr>
<tr>
<td>Invoice Number</td>
<td>Invoice Description</td>
<td>Status</td>
<td>Held Reason</td>
<td>Invoice Date</td>
<td>Due Date</td>
<td>G/L Date</td>
<td>Received Date</td>
<td>Payment Date</td>
<td>Invoice Net Amount</td>
</tr>
<tr>
<td>----------------</td>
<td>---------------------</td>
<td>-----------------------</td>
<td>---------------------------</td>
<td>--------------</td>
<td>----------</td>
<td>----------</td>
<td>---------------</td>
<td>--------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>2007870.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285946</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>2007887.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285947</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>2007900.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285948</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>131811020071</td>
<td>DEPOSIT REFUND CANCELLED GOLF COURSE BANQUET RENTAL 10/24/20</td>
<td>Paid by Check #285949</td>
<td></td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>200.00</td>
</tr>
<tr>
<td>132003110006</td>
<td>DEPOSIT REFUND CANCELLED GOLD COURSE BANQUET RENTAL 9/11/20</td>
<td>Paid by Check #285950</td>
<td></td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>200.00</td>
</tr>
<tr>
<td>2007924.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285951</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>2007888.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285952</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>2007911.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285953</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>2007889.002</td>
<td>Refund/Rtn Overpayment</td>
<td>Paid by Check #285954</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
</tbody>
</table>

Vendor CARLOS DURAN JR. Totals
Invoices 1
$30.00

Vendor JORGE ENRIQUEZ Totals
Invoices 1
$30.00

Vendor RAY ERWIN Totals
Invoices 1
$30.00

Vendor REBECCA ESCOBAR Totals
Invoices 1
$200.00

Vendor ALEXANDRA FLORES Totals
Invoices 1
$200.00

Vendor GEORGE FREYRE Totals
Invoices 1
$30.00

Vendor DAVID GAITHER Totals
Invoices 1
$30.00

Vendor ALEX GOMEZ Totals
Invoices 1
$30.00

Vendor JOSE LUIS GONZALEZ Totals
Invoices 1
$30.00

Vendor DANIEL GRIEGO
<table>
<thead>
<tr>
<th>Invoice Number</th>
<th>Invoice Description</th>
<th>Status</th>
<th>Held Reason</th>
<th>Invoice Date</th>
<th>Due Date</th>
<th>G/L Date</th>
<th>Received Date</th>
<th>Payment Date</th>
<th>Invoice Net Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2007910.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285955</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Vendor</td>
<td>DANIEL GRIEGO</td>
<td>Totals</td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2007923.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285956</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Vendor</td>
<td>PETRITA HENSON</td>
<td>Totals</td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2007881.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285957</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Vendor</td>
<td>MANUEL RAMOS HERNANDEZ</td>
<td>Totals</td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2007894.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285958</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Vendor</td>
<td>DAYSI JIMENEZ</td>
<td>Totals</td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>131906080140</td>
<td>DEPOSIT REFUND GOLF COURSE BANQUET RENTAL 10/3/20</td>
<td>Paid by Check #285959</td>
<td></td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/18/2020</td>
<td>08/20/2020</td>
<td>200.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Vendor</td>
<td>JUAN JIMENEZ</td>
<td>Totals</td>
<td></td>
<td></td>
<td></td>
<td>$200.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2007867.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285960</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Vendor</td>
<td>JIM LAMB</td>
<td>Totals</td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2007896.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285961</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Vendor</td>
<td>JACQUES MAJEAU</td>
<td>Totals</td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2007903.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285962</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Vendor</td>
<td>URSULO MANZANO</td>
<td>Totals</td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2007875.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285963</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Vendor</td>
<td>FRANK MARQUEZ</td>
<td>Totals</td>
<td></td>
<td></td>
<td></td>
<td>$30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Invoices</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2007876.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285964</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>Invoice Number</td>
<td>Invoice Description</td>
<td>Status</td>
<td>Held Reason</td>
<td>Invoice Date</td>
<td>Due Date</td>
<td>G/L Date</td>
<td>Received Date</td>
<td>Payment Date</td>
<td>Invoice Net Amount</td>
</tr>
<tr>
<td>----------------</td>
<td>--------------------</td>
<td>-----------------</td>
<td>------------------------------</td>
<td>--------------</td>
<td>----------</td>
<td>----------</td>
<td>---------------</td>
<td>--------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>2007902.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285965</td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>$30.00</td>
<td></td>
</tr>
<tr>
<td>2007891.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285966</td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>$30.00</td>
<td></td>
</tr>
<tr>
<td>2007873.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285967</td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>$30.00</td>
<td></td>
</tr>
<tr>
<td>2007912.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285968</td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>$30.00</td>
<td></td>
</tr>
<tr>
<td>2007905.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285969</td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>$30.00</td>
<td></td>
</tr>
<tr>
<td>2007906.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285970</td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>$30.00</td>
<td></td>
</tr>
<tr>
<td>2007919.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285971</td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>$30.00</td>
<td></td>
</tr>
<tr>
<td>2007895.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285972</td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>$30.00</td>
<td></td>
</tr>
<tr>
<td>2007871.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285973</td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>$30.00</td>
<td></td>
</tr>
<tr>
<td>Invoice Number</td>
<td>Invoice Description</td>
<td>Status</td>
<td>Held Reason</td>
<td>Invoice Date</td>
<td>Due Date</td>
<td>G/L Date</td>
<td>Received Date</td>
<td>Payment Date</td>
<td>Invoice Net Amount</td>
</tr>
<tr>
<td>----------------</td>
<td>--------------------------------------</td>
<td>-----------------</td>
<td>---------------------</td>
<td>--------------</td>
<td>----------</td>
<td>----------</td>
<td>---------------</td>
<td>--------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>2007872.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285974</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>2007878.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285975</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>2007890.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285976</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>2007892.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285977</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>2007893.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285978</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>2007874.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285979</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>2007882.002</td>
<td>Refund/Rtn Overpayment</td>
<td>Paid by Check #285980</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>2007869.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285981</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>2007916.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285982</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>2007909.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285983</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
</tr>
<tr>
<td>Invoice Number</td>
<td>Invoice Description</td>
<td>Status</td>
<td>Held Reason</td>
<td>Invoice Date</td>
<td>Due Date</td>
<td>G/L Date</td>
<td>Received Date</td>
<td>Payment Date</td>
<td>Invoice Net Amount</td>
</tr>
<tr>
<td>----------------</td>
<td>-----------------------</td>
<td>------------------</td>
<td>--------------------------------------</td>
<td>---------------</td>
<td>-----------</td>
<td>-----------</td>
<td>---------------</td>
<td>--------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>2007915.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285984</td>
<td>08/06/2020 08/20/2020 08/11/2020 08/20/2020</td>
<td>30.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2007899.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285985</td>
<td>08/06/2020 08/20/2020 08/11/2020 08/20/2020</td>
<td>30.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2007884.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285986</td>
<td>08/06/2020 08/20/2020 08/11/2020 08/20/2020</td>
<td>30.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2007913.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285987</td>
<td>08/06/2020 08/20/2020 08/11/2020 08/20/2020</td>
<td>30.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2007877.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285988</td>
<td>08/06/2020 08/20/2020 08/11/2020 08/20/2020</td>
<td>30.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2007918.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285989</td>
<td>08/06/2020 08/20/2020 08/11/2020 08/20/2020</td>
<td>30.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2007885.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285990</td>
<td>08/06/2020 08/20/2020 08/11/2020 08/20/2020</td>
<td>30.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2007897.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285991</td>
<td>08/06/2020 08/20/2020 08/11/2020 08/20/2020</td>
<td>30.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2007922.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285992</td>
<td>08/06/2020 08/20/2020 08/11/2020 08/20/2020</td>
<td>30.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Invoice Number</td>
<td>Invoice Description</td>
<td>Status</td>
<td>Held Reason</td>
<td>Invoice Date</td>
<td>Due Date</td>
<td>G/L Date</td>
<td>Received Date</td>
<td>Payment Date</td>
<td>Invoice Net Amount</td>
</tr>
<tr>
<td>----------------</td>
<td>-----------------------------------------------------</td>
<td>-------------------------</td>
<td>-------------------</td>
<td>--------------</td>
<td>-----------</td>
<td>----------</td>
<td>---------------</td>
<td>--------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>2007901.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285993</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
<td></td>
</tr>
<tr>
<td>2007883.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285994</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
<td></td>
</tr>
<tr>
<td>2007925.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285995</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
<td></td>
</tr>
<tr>
<td>2007920.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285996</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
<td></td>
</tr>
<tr>
<td>132002270049</td>
<td>DEPOSIT REFUND CANCELLATION GOLF COURSE BANQUET RENTAL 9/19/20</td>
<td>Paid by Check #285997</td>
<td></td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>08/13/2020</td>
<td>08/20/2020</td>
<td>200.00</td>
<td></td>
</tr>
<tr>
<td>2007898.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285998</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
<td></td>
</tr>
<tr>
<td>2007917.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #285999</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
<td></td>
</tr>
<tr>
<td>2007926.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #286000</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
<td></td>
</tr>
<tr>
<td>2007921.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td>Paid by Check #286001</td>
<td></td>
<td>08/06/2020</td>
<td>08/20/2020</td>
<td>08/11/2020</td>
<td>08/20/2020</td>
<td>30.00</td>
<td></td>
</tr>
</tbody>
</table>

Vendor ANTHONY SOLTERO Totals
- Invoices: 1
- Total Invoice Net Amount: $30.00

Vendor ANTHONY SOTELO Totals
- Invoices: 1
- Total Invoice Net Amount: $30.00

Vendor ANTONIO SPALLINO Totals
- Invoices: 1
- Total Invoice Net Amount: $30.00

Vendor RICHARD TORRES Totals
- Invoices: 1
- Total Invoice Net Amount: $30.00

Vendor NELIDA TREJO Totals
- Invoices: 1
- Total Invoice Net Amount: $200.00

Vendor LEONARDO VALENZUELA Totals
- Invoices: 1
- Total Invoice Net Amount: $30.00

Vendor MIKE VALENZUELA Totals
- Invoices: 1
- Total Invoice Net Amount: $30.00

Vendor ANDY VALLES Totals
- Invoices: 1
- Total Invoice Net Amount: $30.00

Vendor ANNA MARIE WINTERS Totals
- Invoices: 1
- Total Invoice Net Amount: $30.00
<table>
<thead>
<tr>
<th>Grand Totals</th>
<th>Invoices</th>
<th>$225,008.11</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>122</td>
<td></td>
</tr>
</tbody>
</table>

Run by Ricky Rao on 08/20/2020 04:12:42 PM
<table>
<thead>
<tr>
<th>VOID ACH CKS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>VOID CKS</td>
<td></td>
</tr>
<tr>
<td>SPECIAL CKS</td>
<td></td>
</tr>
<tr>
<td>CKS</td>
<td>110.38</td>
</tr>
<tr>
<td>101503</td>
<td>110.38</td>
</tr>
<tr>
<td>ACH</td>
<td>377,359.39</td>
</tr>
<tr>
<td>532565 - 532866</td>
<td>377,359.39</td>
</tr>
<tr>
<td>TOTAL</td>
<td>377,469.77</td>
</tr>
<tr>
<td>Invoice Number</td>
<td>Invoice Description</td>
</tr>
<tr>
<td>---------------</td>
<td>-------------------------------------------</td>
</tr>
<tr>
<td>MIS00165</td>
<td>PR 50% SHARE DAMAGE REPAIR</td>
</tr>
<tr>
<td>234489</td>
<td>50% SCE BILL 5/14/20-6/15/20</td>
</tr>
<tr>
<td>51850</td>
<td>ENGRAVED PLASTIC PLATE</td>
</tr>
<tr>
<td>68431734</td>
<td>CITYWIDE COPIER LEASE 7/1/20-7/31/20</td>
</tr>
<tr>
<td>68590786</td>
<td>CITYWIDE COPIERS LEASE 7/15/20-8/14/20</td>
</tr>
<tr>
<td>68955555</td>
<td>CITYWIDE COPIERS LEASE 8/15/20-9/14/20</td>
</tr>
<tr>
<td>200700882101</td>
<td>WATER DIVISION AFTER HOURS</td>
</tr>
<tr>
<td>801897-801948</td>
<td>VENDED MEALS FOR SFSP WEEK</td>
</tr>
<tr>
<td>143 - Foodservice Outreach Inc.</td>
<td>VENDED MEALS FOR SFSP WEEK</td>
</tr>
<tr>
<td>Invoice Number</td>
<td>Invoice Description</td>
</tr>
<tr>
<td>----------------</td>
<td>-------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>LSGR-20-11</td>
<td>GWMA ADMINISTRATIVE FEE AND COST SHARING FY 2020-21</td>
</tr>
<tr>
<td>001W7206</td>
<td>WATER PIPELINE &amp; UNDERGROUND CONDUIT</td>
</tr>
<tr>
<td>598398-2</td>
<td>3YR GPSP205980 ANNUAL RENEWAL, IRRIGATION SOFTWARE LICENSE</td>
</tr>
<tr>
<td>BI13707</td>
<td>BUILDING OFFICIAL SERVICES 7/1/20-7/31/20</td>
</tr>
<tr>
<td>16642873</td>
<td>PROF SVCS THRU 4/30/20, PREPARE TRANSIT ORIENTED DEVELOPMENT</td>
</tr>
<tr>
<td>16786778</td>
<td>PROF SVCS THRU 5/31/20, PREPARE TRANSIT ORIENTED DEVELOPMENT</td>
</tr>
<tr>
<td>16955135</td>
<td>PROF SVCS THRU 6/30/20, PREPARE TRANSIT ORIENTED DEVELOPMENT</td>
</tr>
<tr>
<td>55618973</td>
<td>MOOD MEDIA SERVICES 9/1/20-9/30/20</td>
</tr>
</tbody>
</table>

Vendor 863 - Gateway Water Management Authority Totals
Invoices 1
$73,915.28

Vendor 1550 - Harrington Industrial Plastics LLC Totals
Invoices 1
$236.11

Vendor 1630 - High Tech Irrigation, Inc Totals
Invoices 1
$4,390.25

Vendor 913 - I Copy, Inc (ibe digital) Totals
Invoices 4
$1,684.86

Vendor 134 - Jas Pacific, Inc. Totals
Invoices 1
$687.50

Vendor 1449 - Kimley-Horn & Associates, Inc Totals
Invoices 3
$32,082.05

Vendor 676 - MOOD MEDIA Totals
Invoices 1
$158.71
<table>
<thead>
<tr>
<th>Invoice Number</th>
<th>Invoice Description</th>
<th>Status</th>
<th>Held Reason</th>
<th>Invoice Date</th>
<th>Due Date</th>
<th>G/L Date</th>
<th>Received Date</th>
<th>Payment Date</th>
<th>Invoice Net Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>164585</td>
<td>PROF SVCS 3/24/20-4/10/20, PLAN REVIEW 9056 BERMUDA RD</td>
<td>Paid by Check #286013</td>
<td>05/23/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/19/2020</td>
<td>08/27/2020</td>
<td>1,620.00</td>
<td></td>
</tr>
<tr>
<td>174526</td>
<td>PROF SVCS 5/26/20-7/31/20, PLAN CHECK REVIEW 9056 BURMA RD</td>
<td>Paid by Check #286013</td>
<td>08/13/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/19/2020</td>
<td>08/27/2020</td>
<td>1,210.00</td>
<td></td>
</tr>
<tr>
<td>2048113</td>
<td>PAY PHONES FOR PR CITY HALL &amp; PUBLIC LIBRARY JULY 2020</td>
<td>Paid by Check #286015</td>
<td>06/25/2020</td>
<td>08/27/2020</td>
<td>08/27/2020</td>
<td>07/06/2020</td>
<td>08/27/2020</td>
<td>110.00</td>
<td></td>
</tr>
<tr>
<td>44967</td>
<td>PARS CITY COUNCIL REP FEES, JANUARY 2020</td>
<td>Paid by Check #286016</td>
<td>03/10/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/18/2020</td>
<td>08/27/2020</td>
<td>300.00</td>
<td></td>
</tr>
<tr>
<td>46005</td>
<td>RETIREMENT ENHANCEMENT PLAN FOR CITY COUNCIL MEMBERS</td>
<td>Paid by Check #286016</td>
<td>07/27/2020</td>
<td>08/27/2020</td>
<td>08/27/2020</td>
<td>08/04/2020</td>
<td>08/27/2020</td>
<td>6,000.00</td>
<td></td>
</tr>
<tr>
<td>46114</td>
<td>PARS CITY COUNCIL REP FEES, JUNE 2020</td>
<td>Paid by Check #286016</td>
<td>08/12/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/18/2020</td>
<td>08/27/2020</td>
<td>300.00</td>
<td></td>
</tr>
<tr>
<td>1005926</td>
<td>SUCCESSOR AGENCY SERVICES, FEBRUARY 2020</td>
<td>Paid by EFT #6910</td>
<td>02/29/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/19/2020</td>
<td>08/27/2020</td>
<td>125.00</td>
<td></td>
</tr>
<tr>
<td>1006030</td>
<td>SUCCESSOR AGENCY SERVICES, MARCH 2020</td>
<td>Paid by EFT #6910</td>
<td>03/31/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/19/2020</td>
<td>08/27/2020</td>
<td>2,981.25</td>
<td></td>
</tr>
<tr>
<td>1006153</td>
<td>SUCCESSOR AGENCY SERVICES, APRIL 2020</td>
<td>Paid by EFT #6910</td>
<td>04/30/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/19/2020</td>
<td>08/27/2020</td>
<td>312.50</td>
<td></td>
</tr>
<tr>
<td>1006274</td>
<td>SUCCESSOR AGENCY SERVICES, JUNE 2020</td>
<td>Paid by EFT #6910</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>06/30/2020</td>
<td>08/19/2020</td>
<td>08/27/2020</td>
<td>93.75</td>
<td></td>
</tr>
<tr>
<td>190</td>
<td>PAYROLL 8/6/20-8/26/20</td>
<td>Paid by EFT #6911</td>
<td>08/21/2020</td>
<td>08/27/2020</td>
<td>08/27/2020</td>
<td>08/24/2020</td>
<td>08/27/2020</td>
<td>24,890.27</td>
<td></td>
</tr>
<tr>
<td>Invoice Number</td>
<td>Invoice Description</td>
<td>Status</td>
<td>Held Reason</td>
<td>Invoice Date</td>
<td>Due Date</td>
<td>G/L Date</td>
<td>Received Date</td>
<td>Payment Date</td>
<td>Invoice Net Amount</td>
</tr>
<tr>
<td>----------------</td>
<td>----------------------------------------------------------</td>
<td>-----------------------</td>
<td>------------------------</td>
<td>--------------</td>
<td>-----------</td>
<td>-----------</td>
<td>---------------</td>
<td>--------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>339</td>
<td>PR LUNCH COVID-19 EMERGENCY SENIOR MEALS, WEEK 8/19/20</td>
<td>Paid by Check #286017</td>
<td></td>
<td>08/19/2020</td>
<td>08/27/2020</td>
<td>08/19/2020</td>
<td>08/19/2020</td>
<td>08/27/2020</td>
<td>2,835.00</td>
</tr>
<tr>
<td>720200528</td>
<td>NEW TICKET CHARGES</td>
<td></td>
<td>Paid by EFT #6912</td>
<td>08/01/2020</td>
<td>08/27/2020</td>
<td>08/19/2020</td>
<td>08/19/2020</td>
<td>08/27/2020</td>
<td>358.15</td>
</tr>
<tr>
<td>DSB20194198</td>
<td>EXCAVATION TICKETS MONTHLY FOR AUGUST 2020</td>
<td>Paid by EFT #6912</td>
<td></td>
<td>08/01/2020</td>
<td>08/27/2020</td>
<td>08/19/2020</td>
<td>08/19/2020</td>
<td>08/27/2020</td>
<td>83.03</td>
</tr>
<tr>
<td>006619623</td>
<td>WATER QUALITY SAMPLING</td>
<td></td>
<td>Paid by EFT #6913</td>
<td>07/20/2020</td>
<td>08/27/2020</td>
<td>08/19/2020</td>
<td>08/19/2020</td>
<td>08/27/2020</td>
<td>159.00</td>
</tr>
<tr>
<td>0207842.002</td>
<td>REFUND: GO GETTERS SEASON CANCELLED</td>
<td></td>
<td>Paid by Check #286003</td>
<td>08/06/2020</td>
<td>08/13/2020</td>
<td>08/11/2020</td>
<td>08/11/2020</td>
<td>08/27/2020</td>
<td>30.00</td>
</tr>
</tbody>
</table>

**Vendor Totals**

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Invoices</th>
</tr>
</thead>
<tbody>
<tr>
<td>1924 - School Nutrition Plus</td>
<td>1</td>
</tr>
<tr>
<td>153 - Underground Service Alert of Southern California</td>
<td>2</td>
</tr>
<tr>
<td>402 - Weck Laboratories Inc.</td>
<td>1</td>
</tr>
<tr>
<td>137 - WHITE, NELSON, DIEHL, EVANS, LLP</td>
<td>1</td>
</tr>
<tr>
<td>354 - Willdan Associates</td>
<td>1</td>
</tr>
<tr>
<td>1894 - Yao Engineering, Inc.</td>
<td>1</td>
</tr>
<tr>
<td>LEE WABASH</td>
<td>1</td>
</tr>
</tbody>
</table>

**Grand Totals**

| Invoices | $244,034.43 |
To: Mayor and City Council

From: City Manager

Meeting Date: September 8, 2020

Subject: APPROVE A RESOLUTION RATIFYING THE PICO RIVERA INNOVATIVE MUNICIPAL ENERGY (PRIME) INTEGRATED RESOURCE PLAN

Recommendation:


Fiscal Impact:

There is no fiscal impact as a result of this action.

Background:

The Pico Rivera Innovative Municipal Energy (PRIME) program was established by the Pico Rivera City Council through the adoption of Ordinance No. 1105 on January 24, 2017. PRIME began serving customers in September 2017 and has been fully operational since May 2018.

Senate Bill 350 (SB 350), Clean Energy and Pollution Reduction Act of 2015 requires the amount of electricity generated and sold to retail customer per year from eligible renewable energy be increased to 50% by December 31, 2030. SB 350 was approved by the Governor on October 7, 2015, added, among other actions, Public Utilities Code Section 454.52 which established the requirement for load-serving entities, including CCAs, to file an Integrated Resource Plan (IRP) with the California Public Utilities Commission (CPUC).

The IRP is intended to ensure that California has a safe, reliable, and cost-effective electricity supply while meeting greenhouse gas emissions reduction goals set forth in SB 350. This planning process takes a look at the ten (10) year ahead needs for system reliability, electricity transmission, and the integration of increased renewables. The IRP acts as a comprehensive procurement plan for California, demonstrating how energy will be procured in the long-term while incorporating the planned impacts of increased energy efficiency and demand response.
Discussion:

Among the many changes enacted by SB 350, PRIME is required to comply with the revisions to the Renewable Portfolio Standards (RPS) for California. Specifically, SB 350 increased the minimum renewable energy standards from 33% by December 31, 2020 to 50% by December 31, 2030. The City Council took the bold step in establishing a default energy product for PRIME that is sourced from 50% renewable energy, already surpassing the state’s 2020 goal as well as meeting the 2030 goal set forth in SB 350.

To ensure CCAs are meeting these minimum standards, as well as meeting greenhouse gas reduction targets as established by the California Air Resources Board (CARB), an IRP is required to be filed with the CPUC for certification every two (2) years. The IRP establishes a plan for PRIME’s long-term procurement activities to meet the RPS and greenhouse gas reduction targets established by SB 350. Additionally, the IRP can be utilized as a planning tool for PRIME to identify opportunities for City owned generation and demand response programs.

On behalf of PRIME, CalChoice and its technical consultants have been working closely with the CPUC to ensure the IRP as presented to City Council meets all requirements as established by the CPUC. The IRP will continue to be updated every two (2) years and brought to City Council for approval.

Conclusion:

It is recommended that the City Council approve a resolution ratifying the Integrated Resource Plan for Pico Rivera Innovative Municipal Energy (PRIME) as required by Senate Bill 350.

Steve Carmona

Enclosures: 1) Resolution 2) Integrated Resource Plan
RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA, APPROVING AN INTEGRATED RESOURCE PLAN FOR THE PICO RIVERA INNOVATIVE MUNICIPAL ENERGY COMMUNITY CHOICE AGGREGATION PROGRAM

WHEREAS, Community Choice Aggregation (CCA), authorized by Assembly Bill 117, is a state law that allows cities, counties, and other authorized entities to aggregate demand within their jurisdictions in order to purchase and/or generate alternative energy supplies for residents and businesses within their jurisdiction while maintaining the existing electricity provider for transmission and distribution services;

WHEREAS, on January 24, 2017, City Council adopted Ordinance 1105, Establishing a Community Choice Aggregation Program, Pico Rivera Innovative Municipal Energy;

WHEREAS, on October 7, 2015, the Legislature approved Senate Bill 350 (SB 350), establishing a requirement for Community Aggregation Programs to develop an Integrated Resource Plan and submit to the California Public Utilities Commission for certification every two years; and

WHEREAS, the Pico Rivera Innovative Municipal Energy Integrated Resource Plan was developed consistent with the requirements as established by the California Public Utilities Commission for the next required submission.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pico Rivera as follows:

SECTION 1. That based upon and in consideration of staff reports, presentations, public testimony and comment, and such other matters presented to the City Council of the City of Pico Rivera (“City”) during the public meeting on this matter, the City Council finds and declares that the foregoing recitals to be true and correct, and incorporates the same as substantive findings herein.

SECTION 2. That the Integrated Resource Plan for Pico Rivera Innovative Municipal Energy has been developed in compliance with SB 350 and California Public Utilities Commission direction and is hereby approved.

SECTION 3. The City Clerk shall attest to the passage of this resolution and it shall thereupon be in full force and effect.

APPROVED and PASSED this 8th day of September, 2020.

Gustavo V. Camacho, Mayor
ATTEST:  

Anna M. Jerome, City Clerk

APPROVED AS TO FORM:

Arnold M. Alvarez-Glasman, City Attorney

AYES:

NOES:

ABSENT:

ABSTAIN:
Standard LSE Plan

PICO RIVERA INNOVATIVE MUNICIPAL ENERGY

2020 INTEGRATED RESOURCE PLAN

August 31, 2020
# Table of Contents

I. Introduction and Executive Summary ................................................................. 2  
   a. Introduction ................................................................................................... 2  
   b. Executive Summary ....................................................................................... 6  

II. Study Design ..................................................................................................... 9  
   a. Objectives ...................................................................................................... 9  
   b. Methodology .................................................................................................. 10  
      i. Modeling Tool(s) .......................................................................................... 10  
      ii. Modeling Approach .................................................................................... 11  

III. Study Results .................................................................................................. 13  
   a. Conforming and Alternative Portfolios ............................................................ 13  
   b. Preferred Conforming Portfolios .................................................................... 19  
   c. GHG Emissions Results .................................................................................. 24  
   d. Local Air Pollutant Minimization and Disadvantaged Communities .......... 25  
      i. Local Air Pollutants ..................................................................................... 25  
      ii. Focus on Disadvantaged Communities ..................................................... 25  
   e. Cost and Rate Analysis .................................................................................... 26  
   f. System Reliability Analysis ............................................................................ 26  
   g. Hydro Generation Risk Management ............................................................... 30  
   h. Long-Duration Storage Development ............................................................... 31  
   i. Out-of-State Wind Development ...................................................................... 32  
   j. Transmission Development .............................................................................. 32  

IV. Action Plan ....................................................................................................... 33  
   a. Proposed Activities ......................................................................................... 33  
   b. Procurement Activities ................................................................................... 33  
   c. Potential Barriers .............................................................................................. 34  
   d. Commission Direction or Actions .................................................................... 35  
   e. Diablo Canyon Power Plant Replacement ..................................................... 36  

V. Lessons Learned ................................................................................................ 36  

Glossary of Terms ................................................................................................... 38
I. Introduction and Executive Summary

a. Introduction

Description of PRIME

The City of Pico Rivera is a municipal corporation and general law city organized and operated under the laws of the State of California. The City of Pico Rivera is governed by, and accountable to, representatives elected by its citizens. The City of Pico Rivera operates numerous programs for the benefit of its citizens, including Pico Rivera Innovative Municipal Energy ("PRIME").

PRIME was formed by the Pico Rivera City Council on January 24, 2017 through Ordinance 1105 and began serving load in September 2017. PRIME currently provides retail electric generation services and complementary energy programs to customers within the municipal boundaries of the City of Pico Rivera. PRIME launched as the City’s Community Choice Aggregation ("CCA") program for the purposes of promoting local control, renewable and clean energy technology development and deployment, and offering customers competitive and stable rates.

PRIME’s service area is identified in the following map:

Figure 1: Service Area Map
PRIME currently serves approximately 15,200 residential accounts and 1,900 commercial and industrial accounts. PRIME provides retail generation service to a variety of customer classes, including residential, small and medium commercial accounts, large industrial consumers, and agricultural and pumping facilities. PRIME’s service area has a population of 62,900, the majority of which live in households or work at businesses that receive generation service from PRIME. In 2019, PRIME had a peak load of 59 MW, and a total 2019 energy usage of 212 GWh.

PRIME has pursued CCA implementation activities under a shared service model, which means PRIME has joined together with other, regionally located and city-specific CCA programs to promote administrative efficiencies by outsourcing many operational and technical services typically required for CCA administration and operation. The California Choice Energy Authority, or CalChoice, is the organization selected by PRIME to provide requisite services, including resource planning and procurement activities. Key decisions of PRIME, including rate setting, retail supply portfolio composition, disposition of financial reserves, and administration of complementary programs, are addressed by the Pico Rivera City Council with supporting input from PRIME staff and CalChoice personnel. Due to the relatively small size of Pico Rivera (both in terms of population and retail sales), meaningful administrative efficiencies have been achieved through joint solicitation/procurement administration through CalChoice. By partnering with CalChoice, PRIME has been able to establish and pursue objectives and key parameters that are directly responsive to the unique constituents and interests within the City of Pico Rivera.

**PRIME's Mission**

PRIME was formed for the express purpose of empowering the city to choose the generation resources that reflect its specific values, needs and cost preferences. More specifically, PRIME seeks to provide reliable electric service, within the City, at competitive rates when compared to those rates offered by the incumbent electric utility and also prioritizes local control, economic development and environmental stewardship within Pico Rivera.

Consistent with Public Utilities Code Sections 366.2(a)(5) and 454.52 (b)(3), all procurement by PRIME, including the portfolios set forth in this Integrated Resource Plan (“IRP”), must comply with policy direction provided from PRIME’s governing board, which is comprised of the Pico Rivera City Council.

**Introduction to PRIME’s IRP**

In accordance with the requirements of California Public Utilities Code Sections 454.51 and 454.52 and California Public Utilities Commission (“Commission”) Decisions (“D.”) 20-03-028,

---

1 All further citations to statute are to the California Public Utilities Code unless otherwise noted.
D.19-11-016, D.18-02-018, D.19-04-040, and formal guidance provided by the Commission’s Energy Division, PRIME is providing its load serving entity (“LSE”) -specific IRP to the Commission for certification and use in the Commission’s statewide planning process. In addition to this narrative, PRIME’s IRP includes the following documents:

- PRIME’s 38 MMT Resource Data Template
- PRIME’s 46 MMT Resource Data Template
- PRIME’s 38 MMT Clean System Power Calculator
- PRIME’s 46 MMT Clean System Power Calculator
- PRIME’s Senior Executive Attestation addressing D.19-11-016 Incremental Capacity Procurement
- PRIME’s IRP Verification

As directed in D.20-03-028, PRIME is submitting two conforming portfolios in this IRP, one based on the Commission’s 46 MMT greenhouse gas (“GHG”) reduction benchmark and associated 38 MMT Reference System Portfolio (“RSP”), and a second based on the Commission’s 46 MMT benchmark and RSP.

As demonstrated by the significant differences between the Commission’s 2017-2018 RSP and its 2019-2020 RSP, projecting resource needs over the planning horizon covered by the IRP is a fluid process and PRIME expects changes as PRIME continues to move forward in time. The future resources identified in PRIME’s IRP represent PRIME’s current good-faith projection of the resource mix that will be procured over the IRP planning horizon. Such projections are based on best available information regarding planning directives, City policy, resource availability and other key considerations. The resources identified in future iterations of PRIME’s IRP may change due to new information and evolving circumstances, and the ultimate resource mix that PRIME actually procures (in future years) may differ from what is reflected in this plan due to a number of variables, including availability of supply, technology changes, price of supply, and/or other market or regulatory considerations.

An example of a future regulatory consideration that may impact PRIME’s next IRP is the Commission-administered resource adequacy (“RA”) program. The Commission is currently evaluating “Track 3” proposals that could materially reshape how capacity and energy are valued for reliability purposes, and in turn, such changes may impact PRIME’s future procurement decisions. PRIME, through CalChoice, will continue to monitor this proceeding and will incorporate pertinent planning and procurement adaptations, if necessary.
City Council Approval of IRP

In compliance with Public Utilities Code Section 454.52(b)(3), this IRP will be formally submitted to the Pico Rivera City Council for approval based on the IRP’s compliance with Sections 454.51 and 454.52 (the “IRP Statute”) and all relevant council-adopted procurement requirements of PRIME’s governing council. On September 8, 2020, the Pico Rivera City Council will issue a Resolution which is expected to formally approve this IRP, and adopt PRIME’s 46 MMT Preferred Conforming Portfolio (“46 MMT PCP”) and its 38 MMT Preferred Conforming Portfolio (“38 MMT PCP”). Through the Resolution, the Pico Rivera City Council will also make the following determinations regarding PRIME’s Preferred Conforming Portfolios (“PCPs”):

- PRIME’s PCPs are expected to achieve economic, reliability, environmental, security, and other benefits and performance characteristics that are consistent with the goals set forth in Section 454.52(a)(1)(A-I).
- PRIME’s PCPs include a diversified procurement portfolio consisting of both short-term and long-term electricity and electricity-related and demand reduction products.
- PRIME’s PCPs achieve the resource adequacy requirements established pursuant to Public Utilities Code Section 380.
- PRIME’s PCPs are consistent with the procurement timing, resource mix, and operational attributes of both the Commission’s 38 MMT RSP and the Commission’s 46 MMT RSP.
- PRIME’s PCPs are compliant with all PRIME board-adopted procurement directives.

A copy of the final Resolution will be available on the City’s website.

The Commission did not publish the final IRP templates until mid-June, 2020; this was roughly 2 ½ months from the final IRP due date. However, even though PRIME had final templates available, there was continuous guidance, updates, and FAQs provided by the Commission throughout the summer months, continuing up until August 28, 2020. Although PRIME successfully completed its IRP, the evolving guidance inhibited PRIME’s ability to achieve City Council approval of its IRP in advance of the Commission’s filing date, which would have required PRIME to have a completed IRP at least a month in advance of the filing deadline due to City Council noticing requirements. Therefore, PRIME staff has approved this IRP, and the Pico Rivera City Council is expected to formally approve this IRP on September 8, 2020.

Request for Certification

PRIME respectfully requests that the Commission certify this IRP.
As both the Legislature and the Commission have recognized, the Legislature has granted CCAs broad authority to procure resources on behalf of their respective customers, an authority limited only where “other generation procurement arrangements have been expressly authorized by statute.”

Likewise, the Legislature has granted CCAs autonomy in setting their own rates and managing interactions with their customers. Based on PRIME’s understanding, the Commission has three primary interests in the CCA IRP process:

- Ensuring that CCA IRPs provide requisite procurement information needed by the Commission to develop its statewide plan.
- Ensuring that CCAs’ current and planned procurement is consistent with the resource adequacy (“RA”) requirements established pursuant to Public Utilities Code Section 380.
- Ensuring that CCAs’ current and planned procurement satisfies the CCA’s share of renewables integration resources identified in the Commission’s RSP, and that the CCA either self-provides or pays for investor-owned utility (“IOU”) procurement to support its share of any renewable integration shortfall.

PRIME has prepared its IRP with these interests in mind, and thanks the Commission for recognizing and preserving CCA procurement autonomy as well as the benefits of a collaborative planning approach with CCA organizations in its certification review of PRIME’s IRP.

b. Executive Summary

This narrative provides a detailed description of the development and content of PRIME’s PCPs, each portfolio’s compliance with applicable requirements, and an action plan detailing PRIME’s next steps (to promote conformance with such requirements).

---

2 Public Utilities Code Section 366.2(a)(5).
3 D.05-12-041 at 5 (“Nothing in the statute directs the CPUC to regulate the CCA’s program except to the extent that its programs may affect utility operations and the rates and services to other customers. For example, the statute does not require the CPUC to set CCA rates or regulate the quality of its services.”); D.19-04-040 at 18 (“[T]he Commission does not approve CCA or ESP rates.”).
4 D.19-04-040 at 17-18 (“The Commission’s portfolio aggregation and evaluation process, which relies of fulfillment of IRP filing requirements by LSEs, is the only process capable of assessing the overall needs of the CAISO grid and meeting the statewide GHG, reliability, and least-cost goals collectively. While LSEs may use their IRP process to meet local planning needs as well, the statewide planning function is the statutorily required process . . . .”).
5 Section 454.52(b)(3)(C).
6 Section 454.51.
PRIME developed its IRP through the following steps:

- PRIME compiled data for its existing energy contracts, RA capacity contracts, and its share of capacity for allocated Cost Allocation Mechanism ("CAM") resources.\(^7\)
- For each IRP planning year, PRIME identified its short positions relative to known planning targets and its assigned load forecast.
- PRIME populated the Resource Data Template with all current contracts.
- PRIME compiled detailed information on projects for which it is currently negotiating power purchase agreements, including information regarding project status and timing.
- PRIME identified future contracts it expects to secure for new solar, storage, and wind generation. PRIME prioritized the selection of future resources to ensure that PRIME’s overall portfolio of new resources is consistent with the relevant Reference System Portfolio’s resource attribute/category mix, procurement timing, and PRIME’s proportional share of planned new procurement.
- PRIME added generic future contracts with existing resources, including large hydroelectric generators, to help fill its remaining open positions.
- PRIME used the Commission’s Clean System Power Calculator Tool to check the GHG emissions associated with the resulting portfolio to ensure that these emissions are equivalent to PRIME’s assigned share of the 46 MMT benchmark; PRIME added planned purchases of additional large hydroelectric energy in sufficient volume to ensure that portfolio emissions were equal to PRIME’s assigned share of the 46 MMT GHG benchmark.
- PRIME identified the resulting portfolio as its 46 MMT PCP.
- Using the 46 MMT PCP as a starting point, PRIME replaced planned system energy purchases with additional large hydroelectric energy procurement until the portfolio reflected emissions equal to PRIME’s assigned share of the 38 MMT GHG benchmark.
- PRIME identified the resulting portfolio as its 38 MMT PCP.
- PRIME checked both its 38 MMT PCP and its 46 MMT PCP for reliability by comparing the total portfolio net qualifying capacity against PRIME’s RA requirements for the month of September during each year of the planning period. PRIME further established that its planned incremental capacity procurement exceeded its pro rata share of the related incremental capacity procurement obligation.

\(^7\) PRIME based its share of CAM resources on the most recent 2021 CAM, Reliability Must Run, and Demand Response resource allocations provided by the Commission in July 2020. This approach, while consistent with Energy Division direction, will likely ultimately indicate more RA than PRIME will be responsible for procuring due in part to the creation of a Central Procurement Entity ("CPE") for local RA.
PRIME reached the following findings regarding its 38 MMT PCP:

- PRIME's 38 MMT portfolio includes the procurement of the following new resources:
  - New hybrid resources totaling 15 MW solar/7.5 MW battery storage
  - New wind resources totaling 11 MW
  - New grid connected battery storage of 2 MW
  - New long duration storage of 3 MW

- PRIME's 38 MMT portfolio provides for the following overall resource mix in 2030:
  - 22 MW of large hydro
  - 1 MW of Biomass
  - 6 MW of Small Hydro
  - 29 MW of Wind
  - 18 MW of Solar
  - 9.5 MW of Short Duration Battery Storage
  - 3 MW of Long Duration Storage
  - 37 MW of Natural Gas/Baseload/Other (capacity-only)

- PRIME's 38 MMT portfolio is consistent with procurement timing, resource quantities, and general resource attributes identified in the 38 MMT RSP.

- PRIME's 38 MMT portfolio would have 2030 emissions of 0.029 MMT, which is equivalent to PRIME's assigned share of 2030 emissions.

- PRIME's 38 MMT portfolio meets all relevant reliability metrics.

- PRIME's 38 MMT portfolio provides a close approximate of PRIME's load-proportional share of renewable integration resources.

- PRIME's 38 MMT portfolio is also consistent with the Commission's 46 MMT RSP and can be used in either a 38 MMT or 46 MMT consolidated statewide portfolio.

PRIME reached the following findings regarding its 46 MMT portfolio:

- PRIME's 45 MMT portfolio includes the procurement of the following new resources:
  - New hybrid resources totaling 15 MW solar/7.5 MW battery storage
  - New wind resources totaling 11 MW
  - New grid connected battery storage of 2 MW
  - New long duration storage of 3 MW

- PRIME's 46 MMT portfolio provides for the following overall resource mix in 2030:
  - 14 MW of large hydro
  - 1 MW of Biomass
  - 6 MW of Small Hydro
  - 29 MW of Wind
  - 18 MW of Solar
- 9.5 MW of Short Duration Battery Storage
- 3 MW of Long Duration Storage
- 37 MW of Natural Gas/Baseload/Other (capacity-only)

- PRIME’s 46 MMT portfolio conforms to the procurement timing, resource quantities, and general resource attributes identified in the 46 MMT RSP.
- PRIME’s 46 MMT portfolio would have 2030 emissions of 0.037 MMT. This is equivalent to PRIME’s assigned share of 2030 emissions.

To implement its PCPs, PRIME is adopting the action plan described in section IV, below. This action plan consists of the following steps:

- PRIME will periodically solicit offers for new renewable generation and storage projects. These resources are typically secured through long-term power purchase agreements. PRIME expects to secure power purchase agreements for new projects in multiple solicitations conducted over the next several years.
- Periodically throughout the year, PRIME will solicit offers for short-term renewable energy, resource adequacy, system energy, and other products needed to balance the portfolio and adhere to position limits established through PRIME’s risk management policy and practices. These solicitations may take the form of formal request for offers processes, bilateral discussions, and/or transactions arranged through broker markets.
- PRIME has and will continue to participate in joint-LSE solicitations to take advantage of economies of scale related to large renewable energy and battery storage projects.

II. Study Design

a. Objectives

PRIME had the following objectives in performing the analytical work to develop its IRP:

1. Identify a 38 MMT portfolio with emissions equal to PRIME’s proportional share of the 38 MMT GHG reduction benchmark, as determined using the Commission’s emissions calculator.

2. Identify a 46 MMT portfolio with emissions equal to PRIME’s proportional share of the 46 MMT GHG reduction benchmark, as determined using the Commission’s emissions calculator.
3. Identify 38 and 46 MMT portfolios that achieve economic, reliability, environmental, security, and other benefits and performance characteristics that are consistent with the goals set forth in Section 454.52(a)(1)(A-I).

4. Identify diverse and balanced 38 and 46 MMT portfolios that include both short-term and long-term electricity products as well as electricity-related demand reduction products.

5. Identify portfolios that achieve the resource adequacy requirements established pursuant to Public Utilities Code Section 380 and provide PRIME’s share of system reliability and renewable integration resources.

6. Identify portfolios that comply with all Pico Rivera City Council adopted procurement directives.

7. Identify portfolios that are compliant with PRIME’s obligations under the Renewables Portfolio Standard program.

8. Identify portfolios that are cost-effective and minimize rate impacts on PRIME’s customers.

b. Methodology

i. Modeling Tool(s)

In developing its planned portfolios PRIME used modeling tools to quantify portfolio targets for renewable energy content, capacity, and portfolio GHG emissions, as well as physical and financial positions to ensure adherence to PRIME’s currently effective risk management policies and business practices. PRIME uses proprietary models to assess annual, monthly, and hourly open positions, taking account of forecasted hourly electric loads and expected deliveries from PRIME’s resource portfolio. PRIME uses a proprietary financial model to project power supply costs and incorporates existing and planned procurement into an overall financial assessment of revenues, costs, and cash flows. PRIME also utilizes a commercially available energy trading and risk management system to monitor positions, market exposure, credit exposure, value-at-risk, and other risk management metrics.a

---
a  Pioneer Solutions TRMTracker SaaS.
For new resource selection, PRIME relied upon the modeling and assumptions in the RSP as well as on PRIME’s ongoing and recent procurement experiences, which provides insight into resource availability and cost. The mix of new resources selected in the RSP is similar to the mix PRIME would select based on its procurement experience. Due to PRIME being a small LSE, there are certain resource types and technologies that PRIME does not plan on pursuing at this point in time due to anticipated adverse rate impacts.

GHG emissions were assessed using the Commission’s Clean System Power tool for the 38 MMT and 46 MMT variations.

ii. Modeling Approach

**Load Forecast**

PRIME developed this IRP using its assigned load forecast from Attachment A to the May 20, 2020 Administrative Law Judge’s Ruling Correcting April 15, 2020 Ruling Finalizing Load Forecasts and Greenhouse Gas Benchmarks for Individual 2020 Integrated Resource Plan Filings ("Load Forecast Ruling"). PRIME’s assigned load forecast is as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Load Forecast (GWh)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td>241</td>
</tr>
<tr>
<td>2021</td>
<td>241</td>
</tr>
<tr>
<td>2022</td>
<td>240</td>
</tr>
<tr>
<td>2023</td>
<td>241</td>
</tr>
<tr>
<td>2024</td>
<td>242</td>
</tr>
<tr>
<td>2025</td>
<td>242</td>
</tr>
<tr>
<td>2026</td>
<td>242</td>
</tr>
<tr>
<td>2027</td>
<td>243</td>
</tr>
<tr>
<td>2028</td>
<td>244</td>
</tr>
<tr>
<td>2029</td>
<td>245</td>
</tr>
<tr>
<td>2030</td>
<td>246</td>
</tr>
</tbody>
</table>

**Load Shape**

In developing its portfolio PRIME used the default load shape from the Clean System Power Calculator, which reflects the California Independent System Operator (“CAISO”) hourly system average load shape forecast for the 2019 IEPR Mid Baseline Mid AAEE case.
Use of this load shape does not change PRIME’s total annual energy volumes for both load and load modifiers, and these energy volumes remain consistent with PRIME’s assigned load forecast.

Load-Proportional GHG Emissions Benchmark

PRIME’s modeling was assessed against its 2030 load-proportional share of the respective 38 MMT and 46 MMT benchmarks, as assigned in Table 1 of the Load Forecast Ruling. This assessment yielded the following results:

Table 2: PRIME’s Assigned Shares of GHG Reduction Benchmarks

<table>
<thead>
<tr>
<th>2030 Load (GWH)</th>
<th>Proportion of 2030 Load Within IOU Territory</th>
<th>2030 GHG Benchmark (MMT) – 46 MMT Scenario</th>
<th>2030 GHG Benchmark (MMT) – 38 MMT Scenario</th>
</tr>
</thead>
<tbody>
<tr>
<td>246</td>
<td>0.29%</td>
<td>0.037</td>
<td>0.029</td>
</tr>
</tbody>
</table>

Compiling Existing Resources

To populate its baseline resource templates, PRIME added existing resources from the following procurement categories:
- Energy Contracts.
- Capacity (RA) Contracts.
- PRIME’s assigned share of capacity for CAM resources, taken from the most recent year-ahead CAM resource list available on the Commission’s RA Compliance Materials webpage.

Selecting New Resources

To identify its new resource procurement opportunities, PRIME first determined the new resource capacity it intends to add each year, which considered resource needs (open positions), long-term renewable contracting requirements, renewable portfolio standards, resource adequacy requirements, the need for incremental resource adequacy capacity to contribute to system reliability and renewable integration needs, the potential for technological improvements, and financial considerations. PRIME selected resource types based on its experience with competitive solicitations for new renewable and storage resources as well as consideration of the studies and modeling underlying the adopted Reference System Portfolios.

9 Load Forecast Ruling at 5-7 (Table 1).
Confirming Reliability

PRIME's portfolios were evaluated to ensure that sufficient dependable capacity (net qualifying capacity) is available to meet peak load requirements, plus a 15% reserve margin. PRIME used technology-specific Effective Load Carrying Capacity ("ELCC") factors provided by the Commission to assess the contribution of each resource to system reliability. PRIME's portfolios were designed to ensure that current incremental resource adequacy capacity obligations are met and that PRIME contributes to new resource development to address fossil fuel retirements and decommissioning of the Diablo Canyon nuclear power plant.

Calculating GHG Emissions

PRIME calculated the emissions associated with its 38 MMT PCP and its 46 MMT PCP using the Commission's Clean System Power calculator tool. The assigned load forecast and default load shapes and behind the meter adjustments were used for this assessment, along with the planned supply portfolios. The results were checked against the assigned GHG benchmarks included in the Clean System Power tools.

III. Study Results

a. Conforming and Alternative Portfolios

As required by the Commission, PRIME is submitting two conforming portfolios – a 38 MMT PCP that conforms with the Commission's 38 MMT RSP, and a 46 MMT PCP that conforms with the Commission's 46 MMT RSP. PRIME is not submitting alternative portfolios.

PRIME's 38 MMT PCP

The table included as Attachment A to this Narrative provides a summary of PRIME's 2030 38 MMT Portfolio, identifying resources by type and distinguishing between the following procurement categories:

- Existing resources (energy and capacity) that PRIME owns or contracts with, consistent with definitions provided in the Resource Data Template.
- Existing resources (energy and capacity) that PRIME plans to contract with in the future.
- Existing resources (capacity) that PRIME partially pays for through CAM.
- New Resources (energy and capacity) that are under development that PRIME is planning to procure.
- Future new resources (energy and capacity) that PRIME is planning to procure.
In summary, to meet PRIME’s projected 2030 energy demand of 246 GWh, PRIME has selected a 2030 38 MMT PCP composed primarily of the following resources:

- Existing solar (owned or under contract) – 3 MW
- Existing wind (planned procurement) – 19 MW
- Existing hydro (planned procurement) – 29 MW
- Existing biomass (planned procurement) – 1 MW
- New solar (future resources) – 15 MW
- New wind (future resources) – 11 MW
- New short duration storage (future resources) – 9.5 MW
- New long duration storage (future resources) – 3 MW

Additionally, PRIME’s 2030 38 MMT PCP includes capacity-only resources composed primarily of the following resources:

PRIME’s portfolio includes a mix of existing and new resources. Approximately 38 MW of PRIME’s 2030 portfolio is composed of new resources, reflecting PRIME’s role as an active player in the State’s development of new renewable and storage resources. Furthermore, PRIME’s 2030 portfolio is comprised of a mix of resources in which PRIME can minimize customer rate impacts while still achieving the State’s GHG-reduction targets.

**PRIME’s 38 MMT PCP is Consistent With The 38 MMT RSP**

The new resources included in PRIME’s 38 MMT PCP are consistent with the 38 MMT RSP’s 2030 new resource mix. Under D.20-03-028, “LSEs are not required to adhere directly to the exact proportion of resources selected by RESOLVE in the 46 MMT or 38 MMT portfolios, in developing their own portfolios” and “specific resources may be used as proxies for similar resources.” The Decision requires that LSEs procure resources in four broad categories defined by their attributes: long-duration storage (8-12 hours); short-duration storage (4 hours or less); hybrid resources; and other resources.

As demonstrated in the following table, PRIME’s 38 MMT portfolio is generally consistent with PRIME’s proportional share of new procurement for each of the five “resource types” identified in D.20-03-028:

---

10. D.20-03-028 at 63.
11. Id.
Table 3: 38 MMT PCP New Resource Procurement by Resource Type Compared to 38 MMT RSP

<table>
<thead>
<tr>
<th>Resource Type</th>
<th>38 MMT RSP New Resources</th>
<th>PRIME Load-Proportional Share of 38 MMT RSP New Resources</th>
<th>PRIME’s 38 MMT Portfolio</th>
</tr>
</thead>
<tbody>
<tr>
<td>Long-Duration Storage</td>
<td>1,605 MW</td>
<td>5 MW</td>
<td>3 MW</td>
</tr>
<tr>
<td>Short Duration Storage (4 hours or less)</td>
<td>9,714 MW</td>
<td>28 MW</td>
<td>9.5 MW</td>
</tr>
<tr>
<td>Renewable Resources</td>
<td>20,274 MW</td>
<td>58 MW</td>
<td>55 MW</td>
</tr>
<tr>
<td>Hybrid Resources(^{13})</td>
<td>0 MW</td>
<td>0 MW</td>
<td>0 MW</td>
</tr>
<tr>
<td>Other Resources</td>
<td>222 MW</td>
<td>0 MW</td>
<td>0 MW</td>
</tr>
</tbody>
</table>

PRIME’s proportional share of the 38 MMT RSP New Resources and the resources reflected in PRIME’s 38 MMT Portfolio are relatively aligned; however, PRIME’s 38 MMT Portfolio reflects a lower level of new resource procurement due to PRIME’s small size and related cost/rate considerations while still ensuring PRIME meets its prescribed portfolio targets.

**PRIME’s 46 MMT PCP**

The table included as Attachment B to this Narrative provides a summary of PRIME’s 2030 46 MMT PCP, identifying resources by type and distinguishing between the following procurement categories:

- Existing resources (energy and capacity) that PRIME owns or contracts with, consistent with definitions provided in the Resource Data Template.
- Existing resources (energy and capacity) that PRIME plans to contract with in the future.
- Existing resources (capacity) that PRIME partially pays for through CAM.
- New Resources (energy and capacity) that are under development that PRIME is planning to procure.
- Future new resources (energy and capacity) that PRIME is planning to procure.

In summary, to meet PRIME’s projected 2030 load of 246 GWh, PRIME has selected a 2030 46 MMT PCP composed primarily of the following resources:

- Existing solar (owned or under contract) — 3 MW

\(^{12}\) D.20-03-028 at 46 (Table 8).

\(^{13}\) PRIME interprets the category “hybrid resources” as including generation resources that combine storage with generation. The RSP does not identify hybrid capacity, so for comparison purposes, PRIME has allocated its planned hybrid resources between the renewable and short duration storage categories.
• Existing wind (planned procurement) – 19 MW  
• Existing hydro (planned procurement) – 20 MW  
• Existing biomass (planned procurement) – 1 MW  
• New solar (future resources) – 15 MW  
• New wind (future resources) – 11 MW  
• New short duration storage (future resources) – 9.5 MW  
• New long duration storage (future resources) – 3 MW

Additionally, PRIME's 2030 38 MMT PCP includes capacity-only resources composed primarily of the following resources:

PRIME's portfolio includes a mix of existing and new resources. Approximately 38 MW of PRIME's 2030 portfolio is composed of new resources, reflecting PRIME's role as an active contributor to the State's development of new renewable and storage resources. Furthermore, PRIME's 2030 portfolio is comprised of a mix of resources in which PRIME can minimize customer rate impacts while still achieving the State's GHG-reduction targets.

As demonstrated in the following table, PRIME's 46 MMT PCP is generally consistent with PRIME's proportionate share of new procurement for each of the five “resource types” identified in D.20-03-028:

<table>
<thead>
<tr>
<th>Resource Type</th>
<th>46 MMT RSP New Resources(^\text{14})</th>
<th>PRIME Proportional Share of 46 MMT RSP New Resources</th>
<th>PRIME’s 46 MMT PCP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Long-Duration Storage</td>
<td>973 MW</td>
<td>3 MW</td>
<td>3 MW</td>
</tr>
<tr>
<td>Short Duration Storage (4 hours or less)</td>
<td>8,873 MW</td>
<td>25 MW</td>
<td>9.5 MW</td>
</tr>
<tr>
<td>Renewable Resources</td>
<td>14,460 MW</td>
<td>41 MW</td>
<td>55 MW</td>
</tr>
<tr>
<td>Hybrid Resources(^\text{15})</td>
<td>0 MW</td>
<td>0 MW</td>
<td>0 MW</td>
</tr>
<tr>
<td>Other Resources</td>
<td>222 MW</td>
<td>0 MW</td>
<td>0 MW</td>
</tr>
</tbody>
</table>

\(^{14}\) D.20-03-028 at 41 (Table 5).

\(^{15}\) PRIME interprets the category “hybrid resources” as including generation resources that are capable of reliably dispatching to meet late-afternoon peak load. This would include biogas generation, combined solar and storage, and geothermal.
PRIME’s proportional share of the 46 MMT RSP New Resources and the resources reflected in PRIME’s 46 MMT Portfolio are relatively aligned; however, PRIME’s 46 MMT Portfolio reflects a lower level of new resource procurement due to PRIME’s small size and related cost/rate considerations while still ensuring PRIME meets its prescribed portfolio targets.

PRIME’s 38 MMT PCP And Its 46 MMT PCP Are Consistent With The D.19-11-016 Procurement Requirements

In D.19-11-016, the Commission ordered LSEs to collectively procure a total of 3,300 MW of incremental system capacity by 2023, with specific procurement obligations allocated to each LSE. As part of PRIME’s contribution to system reliability and renewable integration needs, PRIME has committed to self-providing its assigned share of the identified system capacity need.

PRIME’s assigned share of the system capacity need is 2.6 MW,16 50% of which must be online by August 1, 2021, 75% of which must be online by August 1, 2022, and 100% of which must be online by August 1, 2023.

On February 18, 2020, PRIME notified the Commission of its intent to self-provide its share of this requirement.17 In IRP-filing years, D.19-11-016 further requires LSEs to include an update on incremental procurement activities in their biennial IRPs, including contract and resource information and an attestation of compliance by a senior executive.18 This formal attestation is being submitted as part of PRIME’s IRP filing.

Incremental Procurement Progress Report

PRIME has executed agreements that will satisfy PRIME’s 2021 incremental capacity requirements and also contribute towards PRIME’s open position for its 2022 and 2023 tranches of resource adequacy procurement. As of the date of this submission, PRIME has approximately 3.9 MW of September Net Qualifying Capacity under contract, which exceeds the prescribed 2.6 MW total.

---

18 D.19-11-016 at 85 (OP 13) (“All load serving entities serving load as of May 1 of every year beginning in 2020 shall provide the Commission staff with a data response detailing contract and resource information, to allow the Commission and stakeholders to monitor progress about system reliability and renewable integration. In years where an individual integrated resource plan (IRP) is required by Decision (D.) 18-02-018 to be filed, the same information shall be included in each LSE’s individual IRP.”).
PRIME’s completed and planned capacity procurement towards its D.19-11-016 requirement is reflected in PRIME’s 38 MMT and 46 MMT Resource Data Templates. PRIME also provides a narrative description of specific incremental procurement efforts below.

**Sutter Energy Center**

On March 10, 2020, PRIME executed a *Master Power Purchase and Sale Agreement Confirmation Letter* with Calpine Energy Services, L.P. ("Calpine") for 1.3 MW of capacity from the Sutter Energy Center in 2021, 1.3 MW in 2022 and 1.3 MW in 2023. The period for this agreement begins on January 1, 2021 and continues through December 31, 2023. D.19-11-016 defines the Sutter Energy Center as an incremental capacity resource. Although located outside of the CAISO balancing authority, D.19-11-016 also indicates the Sutter Energy Center is not an import for purposes of the capacity procurement ordered by the decision and thus not subject to D.19-11-016’s 20% limitation on import resources. PRIME’s agreement with Calpine is also consistent with D.19-11-016’s requirement that contractual commitments utilizing existing resources must “stay in place at least through the end of the resource adequacy summer months of 2023.”

The Sutter Energy Center has received final regulatory approvals from CAISO and the Federal Energy Regulatory Commission ("FERC") and is therefore on schedule to be online by January 1, 2021 pursuant to its obligations under the noted resource adequacy supply agreement with PRIME. PRIME’s agreement with Calpine satisfies PRIME’s 2021 requirements and represents approximately 50% of PRIME’s total procurement requirement.

The Sutter Energy Center is represented in both the 46 MMT and 38 MMT Resource Data Templates as incremental capacity (please refer to the “Unique Contracts” tab of PRIME’s Resource Data Templates).

**Voyager Wind IV Expansion**

On December 20, 2019, PRIME executed a *Power Purchase and Sale Agreement* with Voyager Wind IV Expansion, LLC ("Voyager IV Wind project"). This 12-year power purchase agreement ("PPA") relates to a new-build wind energy project located in Kern County, California. PRIME’s portion of the project has a nameplate capacity of 4 MW, with a September Net Qualifying Capacity of approximately 0.6 MW. This resource is a new grid resource that is not included on the baseline resource list adopted in Rulemaking 16-02-007. Thus, the Voyager IV Wind project is eligible to count towards PRIME’s assigned 2.6 MW of incremental system resource capacity.

---

21 D.19-11-016 at p. 47.
22 *See Administrative Law Judge’s Ruling Finalizing Baseline for Purposes of Procurement Required by Decision 19-11-016,* filed January 3, 2020, Rulemaking 16-02-007.
The guaranteed commercial operation date ("COD") is January 1, 2021, which is in advance of the 2021 procurement deadline defined in D.19-11-016.

The Voyager IV Wind project is represented in both the 46 MMT and 38 MMT Resource Data Templates as incremental capacity (please refer to the “Unique_Contracts” tab of PRIME’s Resource Data Templates).

**Black Walnut Energy Storage**

On March 25, 2020, PRIME executed an Energy Storage Resource Adequacy Agreement with Black Walnut Energy Storage, LLC (“Black Walnut”). This 10-year PPA is for a new-build, standalone four-hour duration lithium ion battery project located in Santa Paula, California. PRIME’s portion of the project has a nameplate capacity of 2 MW, with a September Net Qualifying Capacity of approximately 2 MW. This resource is a new grid resource that is not included on the baseline resource list adopted in Rulemaking 16-02-007. Thus, Black Walnut is eligible to count towards PRIME’s assigned 2.6 MW of incremental system resource capacity.

The guaranteed COD is June 1, 2022, which is in advance of the 2022 procurement deadline defined in D.19-11-016.

Black Walnut is represented in both the 46 MMT and 38 MMT Resource Data Templates as incremental capacity (please refer to the “Unique_Contracts” tab of PRIME’s Resource Data Templates).

b. Preferred Conforming Portfolios

**38 MMT PCP**

As demonstrated in Attachment A to PRIME’s IRP, PRIME’s 38 MMT PCP consists of a combination of:

- Utility-Scale Solar
- In-State Wind
- Out-Of-State Wind
- Short-Duration Storage
- Long-Duration Storage
- Small and large hydro
- Biomass
- Natural Gas/Baseload/Other (capacity only)

---

23 See Administrative Law Judge’s Ruling Finalizing Baseline for Purposes of Procurement Required by Decision 19-11-016, filed January 3, 2020, Rulemaking 16-02-007.
As stated above, in accordance with Section 454.51(b)(3), PRIME's governing board has determined that the resource mix in its PCP achieves “economic, reliability, environmental, security, and other benefits and performance characteristics that are consistent with the goals set forth in [Section] 454.51(a)(1)].” These benefits and characteristics are discussed as follows.

GHG Reduction Goals

PRIME's 38 MMT PCP achieves results and performance characteristics consistent with the Section 454.52(a)(1)(A) goal of meeting the Commission's 38 MMT GHG reduction benchmark. The 2030 emissions from PRIME's 38 MMT PCP are equivalent to PRIME's load-proportional share of the 38 MMT emissions benchmark. PRIME's proportional share of the 38 MMT benchmark is 0.029 MMT. According to the Commission's emissions calculator, PRIME's 38 MMT PCP would account for 0.029 MMT in 2030 emissions, equaling the reductions benchmark of 0.029 MMT.

Renewable Energy

PRIME's 38 MMT PCP achieves results and performance characteristics consistent with the Section 454.52(a)(1)(B) goal of ensuring that portfolios are composed of at least 50% eligible renewable resources. In 2030 PRIME's 38 MMT overall PCP portfolio would consist of 60% eligible renewable generation, which exceeds the 50% requirement.

Minimizing Bill Impact

PRIME's 38 MMT PCP achieves results and performance characteristics consistent with the Section 454.52(a)(1)(D) goal of minimizing the impact of planned procurement on ratepayers' bills. PCP's portfolio consists primarily of renewable resources that have benefitted from increasing economies of scale over the past several years and have price projections that continue to drop in the foreseeable future.

PRIME's recent procurement experience indicates that solar costs continue to decline, and lithium ion battery storage is increasingly cost effective relative to other capacity products available in the market, particularly when offered in a tax-advantaged hybrid configuration with solar generation.

PRIME prioritizes cost competitiveness, reliability, use of renewable energy and local resource development. PRIME anticipates that bill impacts will be minimized during its planned portfolio transition as new solar generation projects secured via long-term contract generally have lower net costs than prices paid in the short-term renewable energy markets. Coupling new solar with battery storage increases the capacity value of the projects, displacing the need to buy expensive resource adequacy products, and provides limited dispatchability for the solar generation, minimizing the risk of energy value degradation over time. Further, PRIME's 38
MMT PCP minimizes exposure to volatile natural gas prices as well as bill impacts that may result from periodic spikes in fossil fuel prices.

**Ensuring System and Local Reliability**

PRIME's 38 MMT PCP achieves results and performance characteristics consistent with the Section 454.52(a)(1)(E) goal of ensuring system and local reliability. The 38 MMT PCP meets system resource adequacy requirements as detailed in Section III.f. PRIME will meet its local resource adequacy requirements until such time as the central procurement entity takes on this responsibility pursuant to D.20-06-002. Some of the planned capacity-only contracts in PRIME's 38 MMT PCP will be displaced by local resource adequacy procured by the central procurement entity. However, adoption of the central procurement entity construct is a recent development, and the details of its planned procurement are not yet known. To ensure there are no reliability gaps in PRIME's 38 MMT PCP, and pursuant to Energy Division Guidance, PRIME's portfolio assumes no CAM allocations or CAM resources beyond what is described in the most recently issued year-ahead CAM resource list and allocations. This approach, while consistent with Energy Division direction, will likely indicate more RA than PRIME will be responsible for procuring. Thus, PRIME provides this information with the understanding that its RA positions will be reduced by any future CAM allocations.

**Demand-Side Energy Management**

PRIME's 38 MMT portfolio achieves results and performance characteristics consistent with the Section 454.52(a)(1)(G) goal of enhancing demand-side energy management. PRIME continues to explore and pursue demand-side management programs such as demand response, energy efficiency, and behind the meter energy storage solutions. PRIME is hopeful that some of these solutions will become more cost competitive over time so that a small LSE, such as PRIME, can deploy solutions that deliver value to PRIME's customers (on a cost-effective basis) as well as to the California grid.

**Minimizing Localized Air Pollutants With Emphasis on Disadvantaged Communities ("DACs")**

PRIME's 38 MMT portfolio achieves results and performance characteristics consistent with the Section 454.52(a)(1)(H) goal of minimizing localized air pollutants and other GHG emissions with early priority on disadvantaged communities. PRIME's 38 MMT portfolio relies primarily on renewable generation and hydroelectric generation, and this portfolio is expected to exhibit relatively low GHGs and localized air pollution emissions. PRIME's 38 MMT portfolio minimizes PRIME's reliance on unspecified system power, instead opting for renewable and hydroelectric generation procurement/development whenever feasible.

Results from the Clean System Power ("CSP") tool indicate the following localized air pollutants associated with PRIME's 38 MMT portfolio in 2030:
• NOx: 9 tonnes/year
• PM 2.5: 3 tonnes/year
• SO2: 1 tonne/year

These emissions are expected to result from the planned use of system energy and biomass energy in the 38 MMT PCP, as well as emissions from Combined Heat and Power ("CHP") resources and system energy assigned to the PRIME portfolio by the CSP tool. In evaluating new biomass resources, PRIME will prioritize development outside of DACs to the greatest practical extent.

46 MMT PCP

As demonstrated in Attachment B to PRIME’s IRP, PRIME’s 46 MMT PCP consists of a combination of:

• Utility-Scale Solar
• In-State Wind
• Out-Of-State Wind
• Short-Duration Storage
• Long-Duration Storage
• Small and large hydro
• Biomass
• Natural Gas/Baselode/Other (capacity only)

As stated above, in accordance with Section 454.51(b)(3), PRIME’s governing board has determined that the resource mix in its PCP achieves “economic, reliability, environmental, security, and other benefits and performance characteristics that are consistent with the goals set forth in [Section] 454.51(a)(1)].” These benefits and characteristics are discussed as follows.

GHG Reduction Goals

PRIME’s 46 MMT PCP achieves emissions equal to PRIME’s proportional share of the 46 MMT benchmark. PRIME’s Proportional Share of the 46 MMT benchmark is 0.037 MMT. According to the Commission’s emissions calculator, PRIME’s 46 MMT portfolio would account for 0.037 MMT in 2030 emissions, an amount equivalent to the stated benchmark.

Renewable Energy

PRIME’s 46 MMT portfolio achieves results and performance characteristics that are consistent with the Section 454.52(a)(1)(B) goal of ensuring that portfolios are comprised of at least 50% eligible renewable resources. In 2030 PRIME’s 46 MMT portfolio would consist of 50% eligible renewable generation, which meaningfully exceeds the 50% target.
Minimizing Bill Impact

PRIME’s 46 MMT portfolio achieves results and performance characteristics consistent with the Section 454.52(a)(1)(D) goal of minimizing the impact of planned procurement on ratepayers’ bills. PRIME’s portfolio consists primarily of renewable resources that have benefitted from increasing economies of scale over the past several years and have price projections that continue to drop in the foreseeable future.

PRIME’s recent procurement experience indicates that solar costs continue to decline, and lithium ion battery storage is increasingly cost effective relative to other capacity products available in the market, particularly when offered in a tax-advantaged hybrid configuration with solar generation.

PRIME prioritizes cost competitiveness, reliability, use of renewable energy and local resource development. PRIME anticipates that bill impacts will be minimized as new solar generation projects secured via long-term contract generally have lower net costs than prices paid in short-term renewable energy markets. Coupling new solar with battery storage increases the capacity value of these projects, displacing the need to buy expensive resource adequacy products and providing limited dispatchability for the solar generation itself, which minimizes the risk of energy value degradation over time. Further, PRIME’s 46 MMT PCP minimizes exposure to volatile natural gas prices and bill impacts that may result from periodic spikes in fossil fuel prices.

Ensuring System and Local Reliability

PRIME’s 46 MMT portfolio achieves results and performance characteristics consistent with the Section 454.52(a)(1)(E) goal of ensuring system and local reliability.

The 46 MMT PCP meets system resource adequacy requirements as detailed in Section III.f. PRIME will meet its local resource adequacy requirements until such time as the central procurement entity takes on this responsibility pursuant to D.20-06-002. Some of the planned capacity-only contracts in PRIME’s 46 MMT PCP will be displaced by local resource adequacy procured by the central procurement entity. However, adoption of the central procurement entity construct is a recent development, and the details of its planned procurement are not yet known. To ensure there are no reliability gaps in PRIME’s 46 MMT PCP, and pursuant to Energy Division Guidance, PRIME’s portfolio assumes no CAM allocations or CAM resources beyond what is described in the most recently issued year-ahead CAM resource list and allocations. This approach, while consistent with Energy Division direction, will likely result in RA procurement that exceeds PRIME’s expected obligations. Thus, PRIME provides this information with the understanding that its RA positions will be reduced by any future CAM allocations.
Demand-Side Energy Management

PRIME’s 46 MMT portfolio achieves results and performance characteristics consistent with the Section 454.52(a)(1)(G) goal of enhancing demand-side energy management. PRIME continues to explore and pursue demand-side management programs such as demand response, energy efficiency, and behind the meter energy storage solutions. PRIME is hopeful that some of these solutions will become more cost competitive over time so that a small LSE, such as PRIME, can deploy solutions that deliver value (on a cost-effective basis) to PRIME’s customers as well as to the California grid.

Minimizing Localized Air Pollutants With Emphasis on DACs

PRIME’s 46 MMT portfolio achieves results and performance characteristics consistent with the Section 454.52(a)(1)(H) goal of minimizing localized air pollutants and other GHG emissions with early priority on disadvantaged communities. PRIME’s 46 MMT portfolio relies primarily on renewable generation and hydroelectric generation, and this portfolio is expected to exhibit relatively low GHGs and localized air pollution emissions. PRIME’s 46 MMT portfolio minimizes PRIME’s reliance on unspecified system power, instead opting for renewable and hydroelectric generation procurement/development whenever feasible.

Results from the CSP tool indicate the following localized air pollutants associated with PRIME’s 46 MMT portfolio in 2030:

- NOx: 10 tonnes/year
- PM 2.5: 4 tonnes/year
- SO2: 2 tonnes/year

These emissions derive from planned use of system energy and biomass energy in the 45 MMT PCP, as well as emissions from CHP resources and system energy assigned to the PRIME portfolio by the CSP tool. In evaluating new biomass resources, PRIME will prioritize development outside of DACs to the greatest practical extent.

c. GHG Emissions Results

PRIME used its load-based proportional share of the 38 and 46 MMT benchmark to determine the emissions compliance for its 38 MMT PCP and its 46 MMT PCP. PRIME’s assigned load-proportional share of the 38 MMT benchmark is 0.029 MMT. Based on the 38 MMT version of the CSP calculator, PRIME’s 38 MMT portfolio would result in total 2030 GHG emissions of 0.029 MMT, equivalent to PRIME’s assigned share of the 38 MMT GHG reduction benchmark.

PRIME’s assigned load-proportional share of the 46 MMT benchmark is 0.037 MMT. Based on the 46 MMT version of the CSP calculator, PRIME’s 46 MMT portfolio would result in total 2030
GHG emissions of 0.037 MMT, which is equal to its assigned load-proportional share of the 46 MMT benchmark.

d. Local Air Pollutant Minimization and Disadvantaged Communities

i. Local Air Pollutants

The 38 MMT version of the CSP calculator estimates the following emissions associated with PRIME’s 38 MMT portfolio:
- NOx: 9 tonnes/year
- PM 2.5: 3 tonnes/year
- SO2: 1 tonnes/year

The 46 MMT version of the CSP calculator estimates the following emissions associated with PRIME’s 46 MMT portfolio:
- NOx: 10 tonnes/year
- PM 2.5: 4 tonnes/year
- SO2: 2 tonnes/year

ii. Focus on Disadvantaged Communities

PRIME’s IRP is consistent with the goal of minimizing local air pollutants, with early priority on DACs. As identified in CalEnviroScreen 3.0, PRIME serves the following Disadvantaged Communities:

<table>
<thead>
<tr>
<th>Census Tract</th>
<th>City, County, Zip</th>
<th>Population</th>
<th>CCA Customer Accounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>6037502500</td>
<td>Pico Rivera, Los Angeles, 90660</td>
<td>4,215</td>
<td>1,146</td>
</tr>
<tr>
<td>6037502601</td>
<td>Pico Rivera, Los Angeles, 90660</td>
<td>7,145</td>
<td>1,942</td>
</tr>
<tr>
<td>6037500403</td>
<td>Pico Rivera, Los Angeles, 90660</td>
<td>4,023</td>
<td>1,094</td>
</tr>
<tr>
<td>6037500402</td>
<td>Pico Rivera, Los Angeles, 90660</td>
<td>4,910</td>
<td>1,335</td>
</tr>
<tr>
<td>6037502401</td>
<td>Pico Rivera, Los Angeles, 90660</td>
<td>4,747</td>
<td>1,291</td>
</tr>
<tr>
<td>6037502602</td>
<td>Pico Rivera, Los Angeles, 90660</td>
<td>4,321</td>
<td>1,175</td>
</tr>
<tr>
<td>6037500600</td>
<td>Pico Rivera, Los Angeles, 90660</td>
<td>5,688</td>
<td>1,546</td>
</tr>
<tr>
<td>6037500404</td>
<td>Pico Rivera, Los Angeles, 90660</td>
<td>4,795</td>
<td>1,304</td>
</tr>
<tr>
<td>6037500500</td>
<td>Pico Rivera, Los Angeles, 90660</td>
<td>2,950</td>
<td>802</td>
</tr>
<tr>
<td>6037500700</td>
<td>Pico Rivera, Los Angeles, 90660</td>
<td>6,496</td>
<td>1,766</td>
</tr>
</tbody>
</table>

In total, PRIME serves 13,400 customer accounts located within DACs. This is approximately 78% percent of PRIME's total customer base (17,100 customers).

PRIME is dedicated to reducing pollution impacts and encouraging the development, health, and prosperity of DACs both within and outside its service area. In developing its IRP, PRIME
considered the impact of its resource procurement on DACs. All of the new resources PRIME plans to develop are renewable or storage with no expected local emission impacts.

e. Cost and Rate Analysis

PRIME’s 38 MMT and 46 MMT portfolios are reasonable from a cost perspective. In selecting resources for its portfolios, PRIME carefully considered the cost implications of specific resource selections and procurement timing.

This analysis was informed by PRIME’s procurement experience and the standard assumptions and results of the Commission’s RESOLVE/SERVM modeling.

In general, PRIME sought to balance the need to procure resources with cost-related impacts. In particular, PRIME appreciates the lead time required to meet PRIME’s LSE-specific procurement shortfalls and the Commission-identified overall system new resource need but will strive to balance such procurement needs with cost-related considerations, particularly the prospective benefits of waiting to purchase renewable and storage resources that seem to have downward sloping cost curves. PRIME also recognizes that future resource costs are highly uncertain, and technological advancement can happen unexpectedly; PRIME’s procurement cycle is designed to take advantage of technological and cost improvements by incrementally adding new resource commitments over time.

PRIME’s PCPs take advantage of the rapidly falling cost of solar, wind, and battery storage resources. PRIME’s PCPs also take advantage of the fact that, compared to the IOUs, CCAs typically have shorter contracting and generation project development life cycles. These shorter timelines can result in direct savings and may give PRIME more flexibility to schedule its procurement activities in a way that takes advantage of falling renewable generation prices or other cost-effective procurement opportunities that may arise over time.

f. System Reliability Analysis

Both PRIME’s 38 MMT PCP and its 46 MMT PCP are expected to be reliable and will contribute PRIME’s fair share to system reliability needs.

The effective capacity of PRIME’s 38 MMT PCP is provided in the following “System Reliability Progress Tracking Table” from the its 38 MMT Resource Data Template dashboard (note that the row containing peak demand is confidential and has been excluded from this table). The net qualifying capacity for the month of September is shown for each year in the following table:
This balanced portfolio of flexible capacity works to effectively and reliably integrate a renewables-heavy portfolio, thus exceeding PRIME’s share of any system-wide renewable integration resource requirements.

The effective capacity of PRIME’s 46 MMT PCP is provided in the following “System Reliability Progress Tracking Table” from the 46 MMT Resource Data Template dashboard (note that the row containing peak demand is confidential and has been excluded from this table). The net qualifying capacity for the month of September is shown for each year in the following table:

---

24 An undetermined portion of this capacity is expected to be procured by the CPE.
This balanced portfolio of flexible capacity works to effectively and reliably integrate a renewables-heavy portfolio, thus exceeding PRIME's share of any system-wide renewable integration resource requirements.

g. Hydro Generation Risk Management

In developing its portfolios, PRIME took several steps to manage the risk of reduced hydro availability that may result from future in-state drought. First, PRIME has developed a network of Pacific Northwest-based hydroelectric power suppliers, including entities that have substantial Asset Controlling Supplier ("ACS") supply and are thus able to sell firm low-carbon supply to PRIME. PRIME’s RSP includes hydroelectric resources located within California as well as imported hydroelectric power from the Pacific Northwest. Second, PRIME prioritizes hydroelectric contracts with marketers that provide firm delivery volumes, helping to reduce the planning uncertainty associated with drought and variable hydroelectric conditions within California. Third, PRIME’s planned use of hydroelectric supply within its 46 MMT PCP is about half of PRIME’s proportionate amount per the RSP (see table below). For its 38 MMT PCP, PRIME increased its planned use of hydroelectricity, which could be at risk under certain drought conditions. However, under both portfolios, due to PRIME's very small hydroelectric needs, PRIME will have a greater probability of filling its annual positions than other, larger LSEs. With that noted, under a drought scenario or in the event that other factors restrict the availability of hydroelectricity and PRIME is unsuccessful in filling related shortfalls through short-term contracting opportunities, PRIME would plan to substitute with renewable energy resources to ensure it meets its assigned GHG benchmark.

25 An undetermined portion of this capacity is expected to be procured by the central procurement entity.
Table 6: Proportionate Share of RSP Hydroelectric Generation

<table>
<thead>
<tr>
<th>Hydro Resource</th>
<th>PRIME 38 MMT PCP</th>
<th>PRIME 46 MMT PCP</th>
<th>38 and 46 MMT RSP MW</th>
<th>PROPORTIONATE SHARE</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAISO Hydro</td>
<td>16</td>
<td>10</td>
<td>7,070</td>
<td>20</td>
</tr>
<tr>
<td>Hydro Imports</td>
<td>7</td>
<td>4</td>
<td>2,852</td>
<td>8</td>
</tr>
</tbody>
</table>

h. Long-Duration Storage Development

The Commission’s 38 MMT RSP calls for 1,605 MW of new long-duration storage to be operational by 2026, while the 46 MMT RSP calls for 973 MW of new long-duration storage to be operational by 2026.

In response to the Commission’s analysis, thirteen CCAs ("Joint CCAs") issued a request for information ("RFI") on long-duration storage in June 2020. Results of the RFI were shared with other non-participating CCAs. This RFI defined long-duration storage resources as those with the capability to discharge at full capacity for at least 8 hours. The RFI requested the following types of information: (1) storage technology and commercial history; (2) project specifics, including location, permitting, financing and development risks; and (3) contracting terms and preferences, including indicative pricing.

The Joint CCAs received responses from 31 entities, which represented numerous types of chemical, mechanical and thermal long-duration storage technologies. These technologies included lithium-ion batteries, vanadium redox and other flow batteries, used electric vehicle batteries, waste to fuels via ultrasound, hydrogen storage, pumped storage hydro, geomechanical pumped storage, crane and stacked blocks, compressed air, flywheels, molten salt and other thermal storage technologies. Amongst the information provided, respondents identified 25 specific projects totaling more than 9,000 MW of capacity, two thirds of which was represented as capable of achieving commercial operation by 2026.

The Joint CCAs are now engaging in the critical next step of assessing project economics. This assessment is expected to lead to a Requests for Offers ("RFOs") process and, eventually, transactional discussions targeting the retention of projects that are capable of achieving commercial operation by 2026. PRIME has engaged the Joint CCAs in an effort to join the expected upcoming RFO process for purposes of securing its share of long-duration storage.
i. Out-of-State Wind Development

The Commission's 38 MMT RSP calls for 3,000 MW of new out-of-state wind generation ("OOS Wind") to be developed and operational by 2030, while the 46 MMT RSP calls for 606 MW of new OOS Wind to be operational by 2030. PRIME understands that the transmission projects needed to connect OOS Wind to the CAISO grid require significant lead-times; however, PRIME is currently in discussions with OOS Wind developers that are also building and securing the transmission needed to deliver necessary wind energy directly to California. Therefore, PRIME has reflected OOS Wind in both of its portfolios.

j. Transmission Development

In identifying resource locations for all portfolios, PRIME was guided by the following considerations:

- PRIME has a general preference for resources located within its service area and the community it serves, but more generally, within Southern California.
- PRIME prefers projects located in areas that can utilize existing transmission infrastructure with minimal upgrade/modification costs.
- PRIME prefers low-impact renewable energy projects that provide economic benefit to DACs, subject to community interest in siting projects within such locations.

Unlike the IOUs, PRIME is not a transmission and distribution ("T&D") system operator. PRIME does not enjoy the benefits of a granular knowledge of Southern California Edison Company's ("SCE") T&D system, and PRIME is not in the best position to identify optimal resource locations. In practice, PRIME relies on project developers to conduct the research and technical studies necessary for siting potential generation projects. PRIME evaluates projects offered by developers based on a variety of criteria, including transmission availability, nodal prices and potential for congestion, project viability, environmental, workforce, and other factors. As such, PRIME generally utilized the RSP selected candidate resources as a guide for likely resource locations in its 38 MMT PCP and its 46 MMT PCP. These should be treated as general expectations based on the aforementioned considerations, not definitive selections – actual project locations will be selected during PRIME's future solicitation processes.

As discussed in prior sections, PRIME is a small LSE that is very nimble in administering pertinent resource planning processes. More specifically, if PRIME's expected resource locations become infeasible due to various constraints, or if the Commission's modeling efforts happen to indicate that certain resource locations are no longer feasible/desirable, then PRIME would ultimately locate and contract for alternative resources that fall in preferred locations.
IV. Action Plan

a. Proposed Activities

PRIME has a well-established procurement process that it will use to steadily achieve its PCP over the next ten years (i.e., by 2030). PRIME’s procurement process includes the following key activities:

a) Identification of planned resources by type, desired online date, and capacity.

b) Planning for procurement activities in consideration of PRIME’s risk management policy; resource acquisition lead times including, where applicable, development timelines; staff capacity; and financial considerations.

c) Design and administration of resource solicitations. For new resources, these typically take the form of periodic request for offers processes, while for existing resources, procurement activity is more frequent and routinized.

d) Careful negotiation of contract terms to ensure positive outcomes for PRIME customers with appropriate risk mitigation.

e) Ongoing contract management, including where applicable, careful monitoring of development milestones.

f) Ongoing contract management, including where applicable, careful monitoring of generator performance after a resource has achieved COD.

g) Conduct and participate in joint CCA solicitation processes in order to expand procurement opportunities available to PRIME.

b. Procurement Activities

PRIME has a well-established procurement process that it will use to steadily achieve its IRP and associated portfolio over the next ten years. PRIME’s procurement process includes the following key activities:

- Load forecast based on the number and types of customers, potential service territory expansions, opt-out rates, electrification trends, demand-side resources and weather.
- Calculate open positions and interim volumetric needs based on PRIME’s risk management policies.
- Conduct one or more competitive solicitations for new renewable and hydroelectric resources with planned online dates before 2026.
- Manage existing development contract for four-hour duration battery storage project to ensure expected commercial operation date is timely achieved.
• Manage existing development contract for new wind project to ensure expected commercial operation date is timely achieved.
• Refine plans for procurement of long-duration storage and begin solicitation process in 2023 or 2024 for a planned online date in 2026 (or later, as needed).
• Continue to manage PRIME’s supply portfolio to achieve PRIME’s policy objectives and ensure compliance with all pertinent regulatory requirements.

In addition, PRIME is planning to solicit offers periodically throughout each year for short-term renewable energy, large hydro-electric and ACS (starting in 2023), resource adequacy and load-hedging products needed to balance the portfolio and adhere to position limits established through PRIME’s risk management policy and practices.

PRIME uses a portfolio risk management approach in its power purchasing program, seeking low cost supply (based on then-current market conditions) as well as diversity among technologies, production profiles, project sizes and locations, counterparties, lengths of contract, and timing of market purchases. These factors are taken into consideration when PRIME engages the market and pursues related procurement activities.

A key component of this process relates to the analysis and consideration of PRIME’s forward load obligations and existing supply commitments with the objectives of closely balancing supply and demand, cost/rate stability and overall budgetary impacts, while leaving some flexibility to take advantage of market opportunities and/or technological improvements that may arise over time. PRIME monitors its open positions separately for each renewable generating technology, conventional resources, and its aggregate supply portfolio. PRIME maintains portfolio coverage targets of up to 100% (of expected customer energy requirements) in the near-term (0 to 2 years) and typically leaves gradually larger open positions in the mid- to long-term, consistent with generally accepted industry practices.

c. Potential Barriers

PRIME has identified the following market, regulatory, financial, and other barriers/risks that may impede PRIME’s ability to acquire the resources identified in its Portfolio:

• Impacts of the COVID-19 pandemic on supply chains, the labor force, financial and capital markets, and the overall ability of firms to timely develop generation and storage resources in the current environment.
• The potential for regulatory changes, including centralized procurement and rule changes that may create uncertainty and/or undermine PRIME’s willingness or ability to enter into long-term resource commitments.
• Uncertainty around possible resource allocations from SCE resulting from the Power Charge Indifference Adjustment ("PCIA") working group process.
• Changes to the RA program that impact PRIME's compliance obligations.
• Changes to the RA Qualifying Capacity counting methodologies that impact existing and future RA contracts as well as how current and generating resources count towards Qualifying Capacity.
• Factors that may restrict availability of RA capacity such as retirement of conventional resources, the potential derating of renewable resource or battery storage ELCC.
• Factors that may increase PRIME customer costs such as potential regulatory changes relating to the treatment of SCE generation costs and the share of costs allocated to PRIME customers through the PCIA.
• The potential for reduced availability of large hydroelectric energy due to drought or increasing demand.

d. Commission Direction or Actions

PRIME encourages the Commission to adopt durable rules and processes to bring greater stability to the regulatory framework within which PRIME and other suppliers must plan and operate. Frequent rule changes disrupt PRIME’s ability to execute long-term planning activities and adopted planning elements while minimizing customer costs. Such regulatory changes can also result in disproportionately high costs and administrative burdens, which would prompt related customer rate increases – certain regulatory changes may necessitate duplicative procurement efforts and/or stranded investments that are expected to impact a larger portion of PRIME’s portfolio.

In addition, the Commission should build in reasonable timelines for LSEs to receive and to respond to all new directions related to the applicable IRP cycle. This would also allow municipal LSEs to follow the necessary public approval processes and prescribed noticing timelines prior to the IRP due date. With respect to the clarification and updated instructions received August 28, 2020, please note that PCC1, PCC2, and PCC3 contracts are identified in column C (field name is cpuc_contract_id) in the “monthly_gwh_mw” tab of the Resource Data Templates rather than in column K (field name is notes). Additionally, PCC3 contracts are also identified in column B (field name resource) using the resource name “unbundled_rec” per the resources tab. Likewise, in order to comply with the last minute directions to use 2020 CAM allocation static out to 2030 for simplicity, PRIME used its 2020 CAM allocations for 2020 and its 2021 CAM allocations static out to 2030.
### Diablo Canyon Power Plant Replacement

PRIME has included plans for new capacity development in its PCPs that is expected to be sufficient to meet its share of replacement capacity from the Diablo Canyon Power Plant. PRIME’s load ratio share of Diablo Canyon is estimated to be 2 MW, and PRIME has plans to add 38 MW of new capacity, including 14 MW of (September) net qualifying capacity by 2030.

PRIME urges the Commission to formalize incremental capacity procurement related to Diablo Canyon Power Plant replacement as soon as practical to ensure that LSEs, including PRIME, who are currently addressing the loss of baseload capacity in their respective procurement processes, are credited for the procurement of such incremental resources.

### Lessons Learned

PRIME recognizes the improvements made to the data templates relative to the 2018 planning cycle, including consolidation of the new and baseline templates and enhancements to better capture the full range of resources in LSE existing and planned portfolios. PRIME believes that additional improvements in the data templates can be made, and PRIME looks forward to further discussions with Energy Division staff in this regard. PRIME’s experience completing the resource data template and the CSP tools leads to the following observations and suggestions:

- The Resource Data Template “dashboard” sheet could be enhanced to auto-populate comparisons of the LSE portfolio to the Reference System Portfolio, which could then be directly used in the IRP Narrative.
- The requirement to use “transfer_sale” and “transfer_purchase” for certain entries in the resource field caused a loss of information. It would be better to allow the actual resource information to be entered in the resource field and include another field to indicate if the transaction is a sale or purchase with another LSE.
- The resource categories in the CSP tool should be consistent with those in the Resource Data Template. Ideally, a summary sheet would be created in the Resource Data Template to compile the supply data needed for the Clean System Power calculator. For example, there is no category for a hybrid resource in the Clean System Power tool and no obvious/intuitive category mapping.
- The Resource Data Template should include annual CAM capacity and allow the LSE to simply enter its load ratio share to auto-populate its CAM allocations.
- Reliability metrics should be standardized and specified to the extent that the NQC dashboard presented in the Resource Data Template does not capture required reliability attributes.

There is considerable time required/spent to complete necessary templates, and this remains a concern of PRIME and other LSEs. PRIME requests that Energy Division staff consider whether all requested data is necessary/critically important to the IRP process, and if not, PRIME
respectfully requests that any/all non-critical data requirements be eliminated from future processes.

PRIME also found that the directions and guidance provided by the Commission and staff for this IRP cycle seemed to lack clarity and consistency in certain key respects. Again, PRIME recognizes that the IRP process is evolving, but there is room for improvement in providing clear and consistent instructions in a timely manner.
Glossary of Terms

Alternative Portfolio: LSEs are permitted to submit “Alternative Portfolios” developed from scenarios using different assumptions from those used in the Reference System Plan. Any deviations from the “Conforming Portfolio” must be explained and justified.

Approve (Plan): the CPUC’s obligation to approve an LSE’s integrated resource plan derives from Public Utilities Code Section 454.52(b)(2) and the procurement planning process described in Public Utilities Code Section 454.5, in addition to the CPUC obligation to ensure safe and reliable service at just and reasonable rates under Public Utilities Code Section 451.

Balancing Authority Area (CAISO): the collection of generation, transmission, and loads within the metered boundaries of the Balancing Authority. The Balancing Authority maintains load-resource balance within this area.

Baseline resources: Those resources assumed to be fixed as a capacity expansion model input, as opposed to Candidate resources, which are selected by the model and are Incremental to the Baseline. Baseline resources are existing (already online) or owned or contracted to come online within the planning horizon. Existing resources with announced retirements are excluded from the Baseline for the applicable years. Being “contracted” refers to a resource holding signed contract/s with an LSE/s for much of its energy and capacity, as applicable, for a significant portion of its useful life. The contracts refer to those approved by the CPUC and/or the LSE’s governing board, as applicable. These criteria indicate the resource is relatively certain to come online. Baseline resources that are not online at the time of modeling may have a failure rate applied to their nameplate capacity to allow for the risk of them failing to come online.

Candidate resource: those resources, such as renewables, energy storage, natural gas generation, and demand response, available for selection in IRP capacity expansion modeling, incremental to the Baseline resources.

Capacity Expansion Model: a capacity expansion model is a computer model that simulates generation and transmission investment to meet forecast electric load over many years, usually with the objective of minimizing the total cost of owning and operating the electrical system. Capacity expansion models can also be configured to only allow solutions that meet specific requirements, such as providing a minimum amount of capacity to ensure the reliability of the system or maintaining greenhouse gas emissions below an established level.

Certify (a Community Choice Aggregator Plan): Public Utilities Code 454.52(b)(3) requires the CPUC to certify the integrated resource plans of CCAs. “Certify” requires a formal act of the Commission to determine that the CCA’s Plan complies with the requirements of the statute and the process established via Public Utilities Code 454 51(a). In addition, the Commission must review the CCA Plans to determine any potential impacts on public utility bundled customers under Public Utilities Code Sections 451 and 454, among others.

Clean System Power (CSP, formerly “Clean Net Short”) methodology: the methodology used to estimate GHG emissions associated with an LSE’s Portfolio based on how the LSE will expect to rely on system power on an hourly basis.
Community Choice Aggregator: a governmental entity formed by a city or county to procure electricity for its residents, businesses, and municipal facilities.

Conforming Portfolio: the LSE portfolio that conforms to IRP Planning Standards, the 2030 LSE-specific GHG Emissions Benchmark, use of the LSE’s assigned load forecast, use of inputs and assumptions matching those used in developing the Reference System Portfolio, as well as other IRP requirements including the filing of a complete Narrative Template, a Resource Data Template and Clean System Power Calculator.

Effective Load Carrying Capacity: a percentage that expresses how well a resource is able avoid loss-of-load events (considering availability and use limitations). The percentage is relative to a reference resource, for example a resource that is always available with no use limitations. It is calculated via probabilistic reliability modeling, and yields a single percentage value for a given resource or grouping of resources.

Electric Service Provider: an entity that offers electric service to a retail or end-use customer, but which does not fall within the definition of an electrical corporation under Public Utilities Code Section 218.

Filing Entity: an entity required by statute to file an integrated resource plan with CPUC.

Future: a set of assumptions about future conditions, such as load or gas prices.

GHG Benchmark (or LSE-specific 2030 GHG Benchmark): the mass-based GHG emission planning targets calculated by staff for each LSE based on the methodology established by the California Air Resources Board and required for use in LSE Portfolio development in IRP.

GHG Planning Price: the systemwide marginal GHG abatement cost associated with achieving a specific electric sector 2030 GHG planning target.

Integrated Resources Planning Standards (Planning Standards): the set of CPUC IRP rules, guidelines, formulas and metrics that LSEs must include in their LSE Plans.

Integrated Resource Planning (IRP) process: integrated resource planning process; the repeating cycle through which integrated resource plans are prepared, submitted, and reviewed by the CPUC.

Long term: more than 5 years unless otherwise specified.

Load Serving Entity: an electrical corporation, electric service provider, community choice aggregator, or electric cooperative.

Load Serving Entity (LSE) Plan: an LSE’s integrated resource plan; the full set of documents and information submitted by an LSE to the CPUC as part of the IRP process.

Load Serving Entity (LSE) Portfolio: a set of supply- and/or demand-side resources with certain attributes that together serve the LSE’s assigned load over the IRP planning horizon.

Loss of Load Expectation (LOLE): a metric that quantifies the expected frequency of loss-of-load events per year. Loss-of-load is any instance where available generating capacity is insufficient to serve electric demand. If one or more instances of loss-of-load occurring within the same day regardless of duration are counted as one loss-of-load event, then the LOLE metric can be compared to a reference point such as the industry probabilistic reliability standard of “one expected day in 10 years,” i.e. an LOLE of 0.1.
Net Qualifying Capacity: Qualifying Capacity reduced, as applicable, based on: (1) testing and verification; (2) application of performance criteria; and (3) deliverability restrictions. The Net Qualifying Capacity determination shall be made by the California ISO pursuant to the provisions of this California ISO Tariff and the applicable Business Practice Manual.

Non-modeled costs: embedded fixed costs in today's energy system (e.g., existing distribution revenue requirement, existing transmission revenue requirement, and energy efficiency program cost).

Nonstandard LSE Plan: type of integrated resource plan that an LSE may be eligible to file if it serves load outside the CAISO balancing authority area.

Optimization: an exercise undertaken in the CPUC's Integrated Resource Planning (IRP) process using a capacity expansion model to identify a least-cost portfolio of electricity resources for meeting specific policy constraints, such as GHG reduction or RPS targets, while maintaining reliability given a set of assumptions about the future. Optimization in IRP considers resources assumed to be online over the planning horizon (baseline resources), some of which the model may choose not to retain, and additional resources (candidate resources) that the model is able to select to meet future grid needs.

Planned resource: any resource included in an LSE portfolio, whether already online or not, that is yet to be procured. Relating this to capacity expansion modeling terms, planned resources can be baseline resources (needing contract renewal, or currently owned/contracted by another LSE), candidate resources, or possibly resources that were not considered by the modeling, e.g., due to the passage of time between the modeling taking place and LSEs developing their plans. Planned resources can be specific (e.g., with a CAISO ID) or generic, with only the type, size and some geographic information identified.

Qualifying capacity: the maximum amount of Resource Adequacy Benefits a generating facility could provide before an assessment of its net qualifying capacity.

Preferred Conforming Portfolio: the conforming portfolio preferred by an LSE as the most suitable to its own needs; submitted to CPUC for review as one element of the LSE’s overall IRP plan.

Preferred System Plan: the Commission's integrated resource plan composed of both the aggregation of LSE portfolios (i.e., Preferred System Portfolio) and the set of actions necessary to implement that portfolio (i.e., Preferred System Action Plan).

Preferred System Portfolio: the combined portfolios of individual LSEs within the CAISO, aggregated, reviewed and possibly modified by Commission staff as a proposal to the Commission, and adopted by the Commission as most responsive to statutory requirements per Pub. Util. Code 454.51; part of the Preferred System Plan.

Reference System Plan: the Commission’s integrated resource plan that includes an optimal portfolio (Reference System Portfolio) of resources for serving load in the CAISO balancing authority area and meeting multiple state goals, including meeting GHG reduction and reliability targets at least cost.

Reference System Portfolio: the multi-LSE portfolio identified by staff for Commission review and adopted/modified by the Commission as most responsive to statutory requirements per Pub. Util. Code 454.51; part of the Reference System Plan.

Short term: 1 to 3 years (unless otherwise specified).
Staff: CPUC Energy Division staff (unless otherwise specified).

Standard LSE Plan: type of integrated resource plan that an LSE is required to file if it serves load within the CAISO balancing authority area (unless the LSE demonstrates exemption from the IRP process).
<table>
<thead>
<tr>
<th>Resource Type</th>
<th>Existing Resources (Owned/Contracted)</th>
<th>Existing Resources (Planned Procurement)</th>
<th>Existing Resources (CAM)</th>
<th>New Resources (In Development)</th>
<th>Future New Resources</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nuclear</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>CHP</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Natural Gas</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Coal</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Hydro (Large)</td>
<td></td>
<td>15</td>
<td></td>
<td></td>
<td></td>
<td>15</td>
</tr>
<tr>
<td>Hydro (Scheduled Imports)</td>
<td></td>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td>7</td>
</tr>
<tr>
<td>Biomass</td>
<td></td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Geothermal</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Hydro (Small)</td>
<td></td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Wind</td>
<td></td>
<td>19</td>
<td></td>
<td>6</td>
<td></td>
<td>24</td>
</tr>
<tr>
<td>Out-of-State Wind on New Transmission</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>Solar</td>
<td>3</td>
<td></td>
<td></td>
<td>15</td>
<td></td>
<td>18</td>
</tr>
<tr>
<td>Customer Solar</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Battery Storage</td>
<td>2</td>
<td></td>
<td></td>
<td>11</td>
<td></td>
<td>13</td>
</tr>
<tr>
<td>Pumped (long-duration) Storage</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Shed Demand Response</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Capacity-Only</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Natural Gas</td>
<td></td>
<td>37</td>
<td>15</td>
<td></td>
<td></td>
<td>52</td>
</tr>
<tr>
<td>Battery Storage</td>
<td></td>
<td>2</td>
<td>8</td>
<td></td>
<td></td>
<td>10</td>
</tr>
<tr>
<td>Long Duration Storage</td>
<td></td>
<td></td>
<td>3</td>
<td></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Resource Type</td>
<td>Existing Resources (Owned/Contracted)</td>
<td>Existing Resources (Planned Procurement)</td>
<td>Existing Resources (CAM)</td>
<td>New Resources (In Development)</td>
<td>Future New Resources</td>
<td>Total</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>---------------------------------------</td>
<td>------------------------------------------</td>
<td>--------------------------</td>
<td>-------------------------------</td>
<td>----------------------</td>
<td>-------</td>
</tr>
<tr>
<td>Nuclear</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>CHP</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Natural Gas</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Coal</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Hydro (Large)</td>
<td></td>
<td>10</td>
<td></td>
<td></td>
<td></td>
<td>10</td>
</tr>
<tr>
<td>Hydro (Scheduled Imports)</td>
<td></td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>Biomass</td>
<td></td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Geothermal</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Hydro (Small)</td>
<td></td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Wind</td>
<td></td>
<td>19</td>
<td></td>
<td></td>
<td></td>
<td>24</td>
</tr>
<tr>
<td>Out-of-State Wind on New Transmission</td>
<td></td>
<td></td>
<td></td>
<td>5</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>Solar</td>
<td></td>
<td>3</td>
<td></td>
<td>15</td>
<td></td>
<td>18</td>
</tr>
<tr>
<td>Customer Solar</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Battery Storage</td>
<td></td>
<td>2</td>
<td></td>
<td>11</td>
<td></td>
<td>13</td>
</tr>
<tr>
<td>Pumped (long-duration) Storage</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Shed Demand Response</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Capacity-Only</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Natural Gas</td>
<td></td>
<td>37</td>
<td>15</td>
<td></td>
<td></td>
<td>52</td>
</tr>
<tr>
<td>Battery Storage</td>
<td></td>
<td>2</td>
<td>8</td>
<td></td>
<td></td>
<td>10</td>
</tr>
<tr>
<td>Long Duration Storage</td>
<td></td>
<td>3</td>
<td>3</td>
<td></td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>
To: Mayor and City Council

From: City Manager

Meeting Date: September 08, 2020

Subject: REVIEW AND APPROVE INVESTMENT POLICY FOR FISCAL YEAR 2020-2021

Recommendation:

1. Approve a resolution ratifying the Investment Policy for fiscal year (FY) 2020-21 that governs investments for the City of Pico Rivera and the Successor Agency.

Fiscal Impact:

There is no cost associated with the adoption of this policy. The changes being made to the investment policy will allow the City to further diversify its idle cash, which will improve the security, liquidity, and yield of these funds.

Background:

The City of Pico Rivera and Successor Agency’s Investment Policy are intended to provide guidelines for the prudent investment of the City’s available resources and outline the policies for maximizing the efficiency of the City’s cash management process. The ultimate goal of an Investment Policy is to enhance the economic status of the City while protecting its pooled cash. In accordance with California Government Code Section 53646(a), an annual rendering of the City’s Investment Policy (Policy) shall be presented to the City Council for consideration. Additionally, the investment policy for the City of Pico Rivera and Successor Agency states that it will be reviewed at least annually and presented to the City Council for review and approval.

Discussion:

The primary objective of the Policy is to provide a framework of approved securities in which the City can legally invest. The Policy drives the cash, treasury, and investment management functions of the City, and serves as a guide for setting and achieving program objectives, defining rules, establishing benchmarks, and reducing exposure to risk. It is also important to note that rating agencies pay close attention to a city’s investment policy and portfolio in determining its credit rating, which is a key element when seeking financing options for the City.
The Policy is based on State of California Government Code Sections 53600 through 53609 and 53630 through 53686. These laws, as well as guidelines set forth by the Association of Public Treasurers of the United States and Canada, the California Municipal Treasurers Association (CMTA), and the Government Finance Officers Association (GFOA), have aided City staff in policy development. The State laws and established guidelines encompass a broad array of allowable investments and investment standards to suit the different needs of California's local agencies. The City's Policy is more conservative than what is allowed by State law as it further restricts the percentage of allowable credit investments. The Policy applies to the City's Pooled Investment Portfolio, Bond Proceeds Portfolio and the Special Districts Portfolio. These portfolios encompass all funds under the oversight of the City Treasurer or approved designee.

Currently, the City of Pico Rivera utilizes the services of Chandler Asset Management to invest and manage $20 million of the City's idle cash, which ranges from $45-$48 million. The remaining funds are invested in the Local Agency Investment Fund (LAIF) operated by the State Treasurer.

Utilizing CMTA guidelines as well as the expertise of Chandler Asset Management, the investment policy is presented in enclosure 2. State Government Code allows for a limited scope of investments, since public funds are being invested and the overall goal is the preservation of these funds. It is in the City's best interest to fully avail itself of the investments allowed per Government Code Section 53600 et al.

Currently, the Finance Department presents the investment report on a quarterly basis, in line with the requirements set by the State of California. We intend to continue to adopt the investment policy on an annual basis and present the Schedule of Investments each quarter.

**Conclusion:**

The City’s General Fund is projected to receive approximately $80,000 in interest revenue in FY 2020-21. Updating the investment policy for FY 2020-21 will help ensure the safety and liquidity of the City’s idle cash. The enclosed Investment Policy conforms to the State of California Government Code Sections 53600 through 53609 and 53630 through 53686. All permitted investment types are also represented within.

Steve Carmona

SC:AG:KM:ep

Enclosures:  1) Resolution  
             2) Investment Policy
RESOLUTION NO. ___


WHEREAS, the City of Pico Rivera and the Successor Agency to the Dissolved Redevelopment Agency of the City of Pico Rivera (Successor Agency) have funds not required to satisfy immediate financial obligations;

WHEREAS, the subject funds should be wisely and prudently invested in approved investment instruments;

WHEREAS, the City and Successor Agency’s “Investment Policy” (the Policy, Enclosure (2) two states it should be reviewed and approved by the City Council at least annually; and

WHEREAS, the City and Successor Agency’s independent financial manager has determined that the existing and amended Policy adequately complies with California Government Code Section 53600, et seq., government investment requirements.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pico Rivera as follows:

SECTION 1. The City Clerk shall attest to the passage of this resolution and it shall thereupon be in full force and effect.

APPROVED AND PASSED this 8th day of September, 2020.

____________________________  ______________________________
Gustavo V. Camacho, Mayor  Anna M. Jerome, City Clerk

ATTEST:  APPROVED AS TO FORM:

____________________________  ______________________________
Arnold M. Alvarez-Glasman, City Attorney  Arnold M. Alvarez-Glasman, City Attorney

AYES:
NOES:
ABSENT:
ABSTAIN:
Investment Policy for the City and Successor Agency
Table of Contents

1.0 Policy .......................................................... Error! Bookmark not defined.
2.0 Scope........................................................................................................... 2
3.0 Prudence........................................................................................................... 3
4.0 Objective ........................................................................................................... 3
5.0 Delegation of Authority .................................................................................... 5
6.0 Ethics and Conflicts of Interest ......................................................................... 5
7.0 Authorized Financial Dealers and Institutions.................................................. 6
8.0 Authorized and Suitable Investments ............................................................... 6
9.0 Review of Investment Portfolio ........................................................................ 10
10.0 Investment Pools/Mutual Funds ................................................................. 11
11.0 Collateralization ............................................................................................ 11
12.0 Safekeeping and Custody .............................................................................. 12
13.0 Diversification .............................................................................................. 12
14.0 Maximum Maturities ..................................................................................... 12
15.0 Internal Controls ........................................................................................... 13
16.0 Cash Management ........................................................................................ 14
17.0 Performance Standards .................................................................................. 14
18.0 Reporting ....................................................................................................... 15
19.0 Investment Policy Adoption .......................................................................... 15
20.0 Glossary ....................................................................................................... Error! Bookmark not defined.

APPENDIX 1: Investment Process......................................................................... 21
1.0 Policy

The purpose of this document is to provide guidelines for the prudent investment of the City and Successor Agency’s idle cash and outline policies for maximizing the efficiency of the City/Successor Agency’s cash management system. The ultimate goal is to ensure security, maintain liquidity, and seek yield where appropriate. This investment policy is in accordance with the provisions in Sections 16429.1 and 53600 through 53684 of the California Government Code. (For the purposes of the remainder of this policy, any reference to “City” is inclusive of the Successor Agency.)

2.0 Scope

Included in the scope of the City’s investment policy are the following major guidelines and practices to be used in achieving the City’s primary investment objectives:

- Investment Authority and Responsibilities
- Eligible Financial Institutions
- Authorized Investments
- Investment Parameters
- Cash Management
- Evaluation of Investment Performance
- Investment Reporting
- Investment Policy Review and Adoption

It is intended that this policy cover all funds and investment activities under the direct authority of the City of Pico Rivera, Pico Rivera Successor Agency (formerly known as the Redevelopment Agency), Pico Rivera Housing Assistance Agency, the Pico Rivera Water Authority, and all other funds and investment activities under the direct authority of the Pico Rivera City Treasurer, except for bond proceeds which are governed by their respective indenture agreements.
Subject to the prior written consent and approval of the City Treasurer and City Manager, financial assets held and invested by trustees or fiscal agents are excluded from this policy. However, such assets are nevertheless subject to the regulations established by the State of California pertaining to investments by local agencies as well as the related bond indentures.

3.0 Prudence

The City operates its pooled idle cash investments under the “Prudent Person Rule” which obligates a fiduciary to ensure that:

“...investment shall be made with the exercise of that degree of judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation but for investment considering the probable safety of their capital as well as the probable income to be derived.”

Investment officers acting in accordance with written procedures and this investment policy, and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit or market rate risks, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy.

4.0 Objective

In accordance with Government Code Section 53600.5, the primary objectives, in priority order, of investment activities shall be safety, liquidity, and yield:

*Safety*

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.
Credit Risk – is the risk of loss due to the failure of an issuer of a security. The City will minimize credit risk by:

- Limiting investments to the safest types of securities
- Diversifying the investment portfolio so that potential losses on individual securities will be minimized.

Market Rate Risk – is the risk of market fluctuations due to overall changes in the general level of interest rates. The City will minimize the market rate risk by:

- Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity
- Investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools

Liquidity
The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). A portion of the portfolio also will be placed in money market mutual funds or local government investment pools which offer same-day liquidity for short term funds.

Yield
The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The City will invest in relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall not normally be sold prior to maturity with the following exceptions:

- A security with declining credit may be sold early to minimize loss of principal.
- A security swap would improve the quality, yield, or target duration in the portfolio.
- Liquidity needs of the portfolio require that the security be sold.

5.0 Delegation of Authority

The City Council designates the Director of Finance to perform the duties of the City Treasurer.

Operation of the investment program is the responsibility of the City Treasurer or designee, who shall act in accordance with established written procedures and internal controls for the operation of the investment program consistent with this investment policy.

6.0 Ethics and Conflicts of Interest

The City adopts the following policy concerning conflicts of interest:

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution and management of the investment program, or that could impair their ability to make impartial decisions.

Officers and employees involved in the investment process shall disclose to the City Clerk any material interest in financial institutions that conduct business with the City of Pico Rivera and they shall further disclose any personal financial/investment positions that could be related to the performance of the City’s investment portfolio.

Officers and employees shall not undertake personal investment transactions with the same individual with whom business is conducted on behalf of the City.

If there is an event subject to disclosure that could impair the ability of an officer or employee to make impartial decisions, the officer or employee must notify the City Manager in writing within ten (10) days.
7.0 Authorized Financial Dealers and Institutions

Pursuant to the State Code, Section 53601.5, the City shall transact business only with issuers, banks, savings and loans and registered investment securities dealers. The purchase of any investment, other than those purchased directly from the issuer, shall be purchased either from an institution licensed by the State of California as a broker/dealer, as defined in Section 25004 of the Corporations Code, who is a member of the National Association of Securities Dealers or a member of a Federally regulated securities exchange, a National or State-Chartered Bank, a Federal or State Association (as defined by Section 5102 of the Financial Code), or a brokerage firm designated as a Primary Government Dealer by the Federal Reserve Bank.

The Director of Finance will maintain a list of financial institutions authorized to provide investment services to the City, will not give full discretionary authority to external investment managers and will not use external investment managers to purchase or sell securities or manage the City’s portfolio unless specifically approved by the City Council with a contract signed by the Mayor and City Attorney.

8.0 Authorized and Suitable Investments

Investment of City funds is governed by the California Government Code Sections 16429.1 and 53601. Investments may not have a term or maturity at the time of investment of longer than that authorized by Section 53601 or five (5) years unless the City Council has granted prior express authority. The percentage limitations shall apply to investments at the time of purchase. This investment policy further restricts the permitted investments to those below:

**State Treasurer Local Agency Investment Fund (LAIF)**

Government Code Section 16429.1: The City may invest up to the maximum amount pursuant to LAIF policy. LAIF is a diversified investment pool administered by the California State Treasurer. Monies invested with LAIF are pooled with State monies in order to earn the maximum rate of return consistent with safe and prudent treasury management. The City,
Housing Authority and Successor Agency have separate accounts, so the combined limit is three times the LAIF Policy maximum.

**Local Government Investment Pools**

Government Code Section 53601(p): The City may invest in a joint powers authority organized pursuant to Section 6509.7 that invests in the securities and obligations authorized in 53601 (a) to (q), inclusive. There is no issuer limitation for Local Government Investment Pools.

**US Government and Federal Agency Obligations**

Government Code Sections 53601 (b) and (f): There is no limitation on the maximum of the City’s portfolio that may be invested in U.S. government obligations, U.S. government agency obligations, and U.S. government instrumentality obligations, which have a liquid market with a readily determinable market value. The maximum percent of agency callable securities in the portfolio will be 20%.

**Bankers Acceptances**

Government Code Section 53601 (g): Up to twenty percent (20%) of the City’s portfolio may be invested in Bankers Acceptances which are defined as bills of exchange or time drafts, drawn on and accepted by a commercial bank, which are eligible for purchase by the Federal Reserve System, although no more than 5% of the portfolio may be invested in Bankers Acceptances with any one commercial bank. Additionally, the maturity periods cannot exceed 180 days. Government Code Section 53601(g) allows 40% (30% with one bank).

**Municipal Securities**

Government Code Section 53601 (C): Up to 30% of the City’s portfolio may be invested in obligations of the City, the State of California and any local agency within in the State of California. The securities must be “A” rated by one NRSRO. No more than 5% per issuer.

Government Code Section 53601 (D): Up to 30% of the City’s portfolio may be invested in obligations of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state
or by a department, board, agency, or authority of any of the other 49 states, in addition to California. The securities must be “A” rated by one NRSRO. No more than 5% per issuer.

**Commercial Paper**
Government Code Section 53601 (h): A maximum of twenty-five percent (25%) of the City’s portfolio may be invested in highest tier (e.g. A-1, P-1, F-1 or higher) commercial paper as rated by Moody’s, Standard and Poor’s or Fitch rating service. Issuing corporations must be organized and operating in the United States, have $500 million total assets, and have at least an “A” rating (by Moody’s, Standard and Poor’s or Fitch) on debt other than commercial paper. The maturity period cannot exceed 270 days. No more than 5% of the portfolio may be invested in any single issuer.

**Repurchase Agreements**
Government Code Section 53601 (j): Although permitted by State Statute, repurchase agreements and reverse repurchase agreements will not be used without prior City Council approval.

**Certificates of Deposit and Passbook Savings Accounts**
Government Code Section 53601 (i): There is no limit as to the amount of the investment portfolio that may be deposited in passbook savings accounts. Negotiable certificates of deposit are limited to thirty percent (30%) of the City’s monies which may be invested. For Negotiable certificates of deposits greater than the FDIC insured amount, the issuer must be have short term ratings of “A-1” or long term ratings of “A” by a NRSRO. No more than 5% of the portfolio may be invested in any single issuer.

**Corporate Medium Term Notes**
Government Code Section 53601 (k): A maximum of 30% of the City’s portfolio may be invest in corporate medium term notes. The issuer is a corporation organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. The securities are rated in a rating category of “A” or its
equivalent or better by at least one NRSRO. No more than 5% of the portfolio may be invested in any single issuer.

**Asset Backed, Mortgage-Backed, Mortgage Pass-Through Securities, and Collateralized Mortgage Obligations.**

Government Code Section 53601 (o): A maximum of 20% of the City’s portfolio may be invested in the above mentioned securities from issuers not defined in US Government and Federal Agency Obligations section. The securities must be rated “AA” or better by one NRSRO and must be issued by an issuer with a longer term debt rating of “A” or better by one NRSRO. No more than 5% of the portfolio may be invested in any single issuer.

**Supranational Securities**

Government Code Section 53601 (q): A maximum of 20% of the City’s portfolio may be invested in Supranational securities. The City can only purchase US dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank. The securities must be rated “AA” or better by one NRSRO. No more than 10% of the portfolio may be invested in any single issuer.

**Money Market Funds**

Government Code Section 53601 (l): Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Sec 80a-l et seq.) may be purchased if they meet the requirements of Government Code Section 53601 (l). No more than 20 percent of the total assets of the investments held by a local agency may be invested in mutual funds, and no more than 10 percent in any one mutual fund.

**Other Investments**

Other investments that are or become legal investments pursuant to State of California Government Code may be purchased only after the specific approval by the City Council.
Prohibited Investments
The City of Pico Rivera shall not invest in any investment instrument/pool/fund unless specifically allowed under the “Investment Types” section of this policy.

The City of Pico Rivera shall comply with Government Code Section 53631.5 which states, “[a] local agency shall not invest any funds pursuant to this article in inverse floaters, range notes, or interest-only strips that are derived from a pool of mortgages” and that “[a] local agency shall not invest any funds pursuant to this article in any security that could result in zero interest accrual if held to maturity.”

Legislative Changes
Any State of California legislative action that further restricts allowable maturities, investment types or percentage allocations will be incorporated into the City of Pico Rivera Investment Policy and supersede any and all previous applicable language. If the City is holding an investment that is subsequently prohibited by a legislative change, the City may hold that investment, if it is deemed prudent by the Investment Officer, until the maturity date to avoid an unnecessary loss.

9.0 Review of Investment Portfolio
The securities held at the City of Pico Rivera must be in compliance with Section 8.0 Authorized and Suitable Investments at the time of purchase. Because some securities may not comply with Section 8.0 Authorized and Suitable Investments subsequent to the date of purchase, The Treasurer shall at least annually review the portfolio to identify those securities that so not comply. The Treasurer shall establish procedures to report to the City of Pico Rivera and to its oversight committee, should one exist, major and critical incidences of noncompliance identified through the review of the portfolio.
10.0 Investment Pools/Mutual Funds

As stated, a thorough investigation of an investment pool or mutual fund is required prior to investing and on a continual basis. At a minimum, the following information shall be on file for each pool and/or mutual fund:

1. A description of eligible investment securities, and a written statement of investment policy and objectives;
2. A description of interest calculations, how interest is distributed, and how gains and losses are treated;
3. A description of how these securities are safeguarded (including the settlement process), and how often these securities are priced and the program audited;
4. A description of who may invest in the program, how often, and the size of deposits and withdrawals;
5. A schedule for receiving statements and portfolio listings;
6. Whether reserves, retained earnings, etc. are utilized by the pool/fund;
7. A fee schedule and when and how fees are assessed; and
8. Whether the pool/fund is eligible for bond proceeds and/or will it accept such proceeds.

11.0 Collateralization

California law requires that public funds be collateralized. The depository must secure its public fund accounts by maintaining with the agent of the depository government securities having a market value of at least one hundred ten percent (110%) of the value of the public fund accounts. If a depository uses mortgage-backed securities (i.e., promissory notes secured by first mortgages or first deeds of trust) as collateral for public deposits, the market value of the mortgage-backed securities must be at least one hundred fifty percent (150%) of the value of the public fund accounts.

The collateralization requirement may be waived to the extent that funds are federally insured (currently up to $250,000 per institution). For deposits equivalent to the maximum insured
amount, security may also be waived for interest accrued on the deposit provided the interest is computed by the depository on the average daily balance of the deposits, paid monthly and computed on a 360-day basis.

12.0 Safekeeping and Custody

Securities will be held by an independent third-party custodian selected by the City as evidenced by safekeeping receipts in the City’s name and monthly reports from the custodian.

13.0 Diversification

The investments shall be diversified by:

- The diversification requirements included in the “Authorized Investments” section of this policy are designed to mitigate credit risk in the portfolio. No more than 5% of the total portfolio may be deposited with or invested in securities issued by any single issuer unless otherwise specified in this policy.
- Avoiding investment in securities that have low ratings
- Investing in securities with varying maturities, and
- Continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LAIF), or money market funds to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

14.0 Maximum Maturities

In order to minimize the impact of market risk, it is intended that all investments will be held to maturity.

To the extent possible, the City shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in
securities maturing more than five (5) years from the date of purchase or in accordance with state and local statutes and ordinances.

Investments may be sold prior to maturity for cash flow, appreciation purposes or in order to limit losses; however, no investment shall be made based solely on earnings anticipated from capital gains.

Because of inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds.

15.0 Internal Controls

The Director of Finance is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the investment officer shall establish a process for an annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

- Control of collusion.
- Separation of transaction authority from accounting and recordkeeping.
- Custodial safekeeping.
- Avoidance of physical delivery securities.
- Clear delegation of authority to subordinate staff members.
- Written confirmation of transactions for investments and wire transfers.
- Development of a wire transfer agreement with the lead bank and third party custodian
16.0 Cash Management

To obtain a reasonable return on public funds, the following cash management practices will be followed:

• Maintain maximum investment of all City funds not required to meet immediate cash flow needs.
• Except for cash in certain restricted and special funds, the City will consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.
• Maximize the City’s cash flow through immediate deposit of all receipts, use of direct deposit when available, and appropriate timing of payment to vendors.
• Maximize cash flow information available through the use of only one operating bank account.

17.0 Performance Standards

The investment portfolio will be designed to obtain a market average rate of return during budgetary and economic cycles, taking into account the City’s investment risk constraints and cash flow needs.

The investment portfolio shall be structured to optimize the return given the risk constraints and cash flow needs.

Investment performance shall be continually monitored and evaluated by the Investment Officer. Investment performance statistics and activity reports shall be generated on a quarterly basis for presentation to the City Council.

In evaluating the performance of the City’s portfolio in complying with this policy, it is expected that yields on City investments will regularly meet or exceed the average return on a one-year U.S. Treasury Note.
18.0 Reporting

The City Treasurer shall prepare and submit a quarterly investment report to the City Council. This report will include the following elements relative to the investments held at quarter-end.

1. Face value
2. Security description
3. Coupon rate
4. Maturity date
5. Investment rating
6. Investment type
7. Purchase date
8. Cost of security
9. Purchase yield
10. Estimated market value
11. Amortized premium/discount
12. Statement relating the report to the Statement of Investment Policy
13. Statement of sufficiency of funds to meet the next six months’ obligations

19.0 Investment Policy Adoption

The Statement of Investment Policy shall be submitted annually to the City Council for adoption. The policy shall be reviewed at least annually to ensure its consistency with the overall objectives of the City and its relevance to current law and financial and economic trends. Any modifications made thereto must be approved by the City Council.
AGENCIES. Shorthand market terminology for any obligation issued by a government-sponsored entity (GSE), or a federally related institution. Most obligations of GSEs are not guaranteed by the full faith and credit of the US government. Examples are:

FFCB. The Federal Farm Credit Bank System provides credit and liquidity in the agricultural industry. FFCB issues discount notes and bonds.

FHLB. The Federal Home Loan Bank provides credit and liquidity in the housing market. FHLB issues discount notes and bonds.

FHLMC. Like FHLB, the Federal Home Loan Mortgage Corporation provides credit and liquidity in the housing market. FHLMC, also called “FreddieMac” issues discount notes, bonds and mortgage pass-through securities.

FNMA. Like FHLB and FreddieMac, the Federal National Mortgage Association was established to provide credit and liquidity in the housing market. FNMA, also known as “FannieMae,” issues discount notes, bonds and mortgage pass-through securities.

GNMA. The Government National Mortgage Association, known as “GinnieMae,” issues mortgage pass-through securities, which are guaranteed by the full faith and credit of the US Government.

PEFCO. The Private Export Funding Corporation assists exporters. Obligations of PEFCO are not guaranteed by the full faith and credit of the US government.

TVA. The Tennessee Valley Authority provides flood control and power and promotes development in portions of the Tennessee, Ohio, and Mississippi River valleys. TVA currently issues discount notes and bonds.

ASKED. The price at which a seller offers to sell a security.

ASSET BACKED SECURITIES. Securities supported by pools of installment loans or leases or by pools of revolving lines of credit.

AVERAGE LIFE. In mortgage-related investments, including CMOs, the average time to expected receipt of principal payments, weighted by the amount of principal expected.

BANKER’S ACCEPTANCE. A money market instrument created to facilitate international trade transactions. It is highly liquid and safe because the risk of the trade transaction is transferred to the bank which “accepts” the obligation to pay the investor.

BENCHMARK. A comparison security or portfolio. A performance benchmark is a partial market index, which reflects the mix of securities allowed under a specific investment policy.

BID. The price at which a buyer offers to buy a security.

BROKER. A broker brings buyers and sellers together for a transaction for which the broker receives a commission. A broker does not sell securities from his own position.

CALLABLE. A callable security gives the issuer the option to call it from the investor prior to its maturity. The main cause of a call is a decline in interest rates. If interest rates decline since an issuer issues securities, it will likely call its current securities and reissue them at a lower rate of interest. Callable securities have reinvestment risk as the investor may receive its principal back when interest rates are lower than when the investment was initially made.
**Certificate of Deposit (CD).** A time deposit with a specific maturity evidenced by a certificate. Large denomination CDs may be marketable.

**Certificate of Deposit Account Registry System (CDARS).** A private placement service that allows local agencies to purchase more than $250,000 in CDs from a single financial institution (must be a participating institution of CDARS) while still maintaining FDIC insurance coverage. CDARS is currently the only entity providing this service. CDARS facilitates the trading of deposits between the California institution and other participating institutions in amounts that are less than $250,000 each, so that FDIC coverage is maintained.

**Collateral.** Securities or cash pledged by a borrower to secure repayment of a loan or repurchase agreement. Also, securities pledged by a financial institution to secure deposits of public monies.

**Collateralized Mortgage Obligations (CMO).** Classes of bonds that redistribute the cash flows of mortgage securities (and whole loans) to create securities that have different levels of prepayment risk, as compared to the underlying mortgage securities.

**Commercial Paper.** The short-term unsecured debt of corporations.

**Cost Yield.** The annual income from an investment divided by the purchase cost. Because it does not give effect to premiums and discounts which may have been included in the purchase cost, it is an incomplete measure of return.

**Coupon.** The rate of return at which interest is paid on a bond.

**Credit Risk.** The risk that principal and/or interest on an investment will not be paid in a timely manner due to changes in the condition of the issuer.

**Current Yield.** The annual income from an investment divided by the current market value. Since the mathematical calculation relies on the current market value rather than the investor’s cost, current yield is unrelated to the actual return the investor will earn if the security is held to maturity.

**Dealer.** A dealer acts as a principal in security transactions, selling securities from and buying securities for his own position.

**Debenture.** A bond secured only by the general credit of the issuer.

**Delivery vs. Payment (DVP).** A securities industry procedure whereby payment for a security must be made at the time the security is delivered to the purchaser’s agent.

**Derivative.** Any security that has principal and/or interest payments which are subject to uncertainty (but not for reasons of default or credit risk) as to timing and/or amount, or any security which represents a component of another security which has been separated from other components (“Stripped” coupons and principal). A derivative is also defined as a financial instrument the value of which is totally or partially derived from the value of another instrument, interest rate, or index.

**Discount.** The difference between the par value of a bond and the cost of the bond, when the cost is below par. Some short-term securities, such as T-bills and banker’s acceptances, are known as discount securities. They sell at a discount from par, and return the par value to the investor at maturity without additional interest. Other securities, which have fixed coupons, trade at a discount when the coupon rate is lower than the current market rate for securities of that maturity and/or quality.

**Diversification.** Dividing investment funds among a variety of investments to avoid excessive exposure to any one source of risk.
**DURATION.** The weighted average time to maturity of a bond where the weights are the present values of the future cash flows. Duration measures the price sensitivity of a bond to changes in interest rates. (See modified duration).

**FEDERAL FUNDS RATE.** The rate of interest charged by banks for short-term loans to other banks. The Federal Reserve Bank through open-market operations establishes it.

**FEDERAL OPEN MARKET COMMITTEE.** A committee of the Federal Reserve Board that establishes monetary policy and executes it through temporary and permanent changes to the supply of bank reserves.

**LEVERAGE.** Borrowing funds in order to invest in securities that have the potential to pay earnings at a rate higher than the cost of borrowing.

**LIQUIDITY.** The speed and ease with which an asset can be converted to cash.

**LOCAL AGENCY INVESTMENT FUND (LAIF).** A voluntary investment fund open to government entities and certain non-profit organizations in California that is managed by the State Treasurer’s Office.

**LOCAL GOVERNMENT INVESTMENT POOL.** Investment pools that range from the State Treasurer’s Office Local Agency Investment Fund (LAIF) to county pools, to Joint Powers Authorities (JPAs). These funds are not subject to the same SEC rules applicable to money market mutual funds.

**MAKE WHOLE CALL.** A type of call provision on a bond that allows the issuer to pay off the remaining debt early. Unlike a call option, with a make whole call provision, the issuer makes a lump sum payment that equals the net present value (NPV) of future coupon payments that will not be paid because of the call. With this type of call, an investor is compensated, or "made whole."

**MARGIN.** The difference between the market value of a security and the loan a broker makes using that security as collateral.

**MARKET RISK.** The risk that the value of securities will fluctuate with changes in overall market conditions or interest rates.

**MARKET VALUE.** The price at which a security can be traded.

**MARKING TO MARKET.** The process of posting current market values for securities in a portfolio.

**MATURITY.** The final date upon which the principal of a security becomes due and payable.

**MEDIUM TERM NOTES.** Unsecured, investment-grade senior debt securities of major corporations which are sold in relatively small amounts on either a continuous or an intermittent basis. MTNs are highly flexible debt instruments that can be structured to respond to market opportunities or to investor preferences.

**MODIFIED DURATION.** The percent change in price for a 100 basis point change in yields. Modified duration is the best single measure of a portfolio’s or security’s exposure to market risk.

**MONEY MARKET.** The market in which short-term debt instruments (T-bills, discount notes, commercial paper, and banker’s acceptances) are issued and traded.

**MORTGAGE PASS-THROUGH SECURITIES.** A securitized participation in the interest and principal cash flows from a specified pool of mortgages. Principal and interest payments made on the mortgages are passed through to the holder of the security.

**MUNICIPAL SECURITIES.** Securities issued by state and local agencies to finance capital and operating expenses.
**Mutual Fund.** An entity which pools the funds of investors and invests those funds in a set of securities which is specifically defined in the fund’s prospectus. Mutual funds can be invested in various types of domestic and/or international stocks, bonds, and money market instruments, as set forth in the individual fund’s prospectus. For most large, institutional investors, the costs associated with investing in mutual funds are higher than the investor can obtain through an individually managed portfolio.

**Nationally Recognized Statistical Rating Organization (NRSRO).** A credit rating agency that the Securities and Exchange Commission in the United States uses for regulatory purposes. Credit rating agencies provide assessments of an investment’s risk. The issuers of investments, especially debt securities, pay credit rating agencies to provide them with ratings. The three most prominent NRSROs are Fitch, S&P, and Moody’s.

**Negotiable CD.** A short-term debt instrument that pays interest and is issued by a bank, savings or federal association, state or federal credit union, or state-licensed branch of a foreign bank. Negotiable CDs are traded in a secondary market and are payable upon order to the bearer or initial depositor (investor).

**Premium.** The difference between the par value of a bond and the cost of the bond, when the cost is above par.

**Prepayment Speed.** A measure of how quickly principal is repaid to investors in mortgage securities.

**Prepayment Window.** The time period over which principal repayments will be received on mortgage securities at a specified prepayment speed.

**Primary Dealer.** A financial institution (1) that is a trading counterparty with the Federal Reserve in its execution of market operations to carry out U.S. monetary policy, and (2) that participates for statistical reporting purposes in compiling data on activity in the U.S. Government securities market.

**Prudent Person (Prudent Investor) Rule.** A standard of responsibility which applies to fiduciaries. In California, the rule is stated as “Investments shall be managed with the care, skill, prudence and diligence, under the circumstances then prevailing, that a prudent person, acting in a like capacity and familiar with such matters, would use in the conduct of an enterprise of like character and with like aims to accomplish similar purposes.”

**Realized Yield.** The change in value of the portfolio due to interest received and interest earned and realized gains and losses. It does not give effect to changes in market value on securities, which have not been sold from the portfolio.

**Regional Dealer.** A financial intermediary that buys and sells securities for the benefit of its customers without maintaining substantial inventories of securities and that is not a primary dealer.

**Repurchase Agreement.** Short-term purchases of securities with a simultaneous agreement to sell the securities back at a higher price. From the seller’s point of view, the same transaction is a reverse repurchase agreement.

**Safekeeping.** A service to bank customers whereby securities are held by the bank in the customer’s name.

**Structured Note.** A complex, fixed income instrument, which pays interest, based on a formula tied to other interest rates, commodities, or indices. Examples include inverse floating rate notes which have coupons that increase when other interest rates are falling,
and which fall when other interest rates are rising, and "dual index floaters," which pay interest based on the relationship between two other interest rates - for example, the yield on the ten-year Treasury note minus the Libor rate. Issuers of such notes lock in a reduced cost of borrowing by purchasing interest rate swap agreements.

**SUPRANATIONAL.** A Supranational is a multi-national organization whereby member states transcend national boundaries or interests to share in the decision making to promote economic development in the member countries.

**TOTAL RATE OF RETURN.** A measure of a portfolio’s performance over time. It is the internal rate of return, which equates the beginning value of the portfolio with the ending value; it includes interest earnings, realized and unrealized gains, and losses in the portfolio.

**U.S. TREASURY OBLIGATIONS.** Securities issued by the U.S. Treasury and backed by the full faith and credit of the United States. Treasuries are considered to have no credit risk, and are the benchmark for interest rates on all other securities in the US and overseas. The Treasury issues both discounted securities and fixed coupon notes and bonds.

**TREASURY BILLS.** All securities issued with initial maturities of one year or less are issued as discounted instruments, and are called Treasury bills. The Treasury currently issues three- and six-month T-bills at regular weekly auctions. It also issues “cash management” bills as needed to smooth out cash flows.

**TREASURY NOTES.** All securities issued with initial maturities of two to ten years are called Treasury notes, and pay interest semi-annually.

**TREASURY BONDS.** All securities issued with initial maturities greater than ten years are called Treasury bonds. Like Treasury notes, they pay interest semi-annually.

**VOLATILITY.** The rate at which security prices change with changes in general economic conditions or the general level of interest rates.

**YIELD TO MATURITY.** The annualized internal rate of return on an investment which equates the expected cash flows from the investment to its cost.
APPENDIX 1

INVESTMENT PROCESS

The authorized investment officers as stated in accordance with the City of Pico Rivera Investment Policy, are responsible for administering an investment program which:

- Adheres to the Statement of Investment Policy
- Prioritizes safety and liquidity
- Determines risk and optimizes return
- Provides for a system of due diligence in making investment decisions.

Delivery vs. Payment – all trades of marketable securities will be executed by delivery vs. payment to ensure that securities are deposited in an eligible financial institution prior to the release of City funds.
To: Mayor and City Council
From: City Manager
Meeting Date: September 8, 2020
Subject: PICO RIVERA INNOVATIVE MUNICIPAL ENERGY (PRIME) POWER CONTENT LABEL AND ATTESTATION

Recommendation:

1. Endorse the accuracy of information presented in the Pico Rivera Innovative Municipal Energy (PRIME) 2019 Power Content Label (PCL) based on California Choice Energy Authority’s (CalChoice) technical review.

Fiscal Impact:

There is no direct fiscal impact created by this action. However, the PCL is required by the California Energy Commission (CEC) to be mailed to all PRIME customers no later than October 1, 2020. The cost associated with printing and mailing this document is accounted for within the adopted fiscal year (FY) 2020-21 budget.

Background:

Assembly Bill (AB) 162 and Senate Bill (SB) 1305 require all retail electricity suppliers to disclose information to California consumers about the energy resources used to generate the electricity they sell. This required communication has been termed the “Power Content Label” by the CEC, the agency charged with regulatory enforcement. In addition, California Public Utilities Code requires all retail sellers of electricity, including PRIME, to disclose “accurate, reliable, and simple-to-understand information on the sources of energy” that are delivered to their respective customers. Applicable CEC regulations direct retail sellers to provide such communications no later than October 1st of each year. The format for these required communications is highly prescriptive, offering little flexibility to retail sellers when presenting such information to customers.

Discussion:

Information presented in the PCL includes the appropriate share of total energy supply based on resource type, including both renewable and conventional fuel sources. In the event that a retail seller meets a certain percentage of its supply obligation from sources

---

1 California Public Utilities Code Section 398-1(b)
of power that cannot be traced back to a specific generator, such as energy purchased through open market transactions, the report must identify such purchases as “unspecified sources of power”.

During the 2019 calendar year, PRIME delivered a substantial portion of its electric energy supply from various renewable energy sources, including biomass, eligible hydroelectric, geothermal, and wind. For PRIME Power customers, 50.9% of the energy delivered was sourced from renewable energy resources. For PRIME Future customers, 100% of the energy delivered was sourced from renewable energy resources, including wind. The PCL only reflects PRIME’s energy resources for energy delivered in the 2019 calendar year. Each year, the CEC releases a PCL template to be used by reporting agencies in accordance with reporting requirements. The final 2019 PCL template has not yet been released by the CEC, however the data that will populate the 2019 PCL is the same provided in the Power Source Disclosure Program Annual Report (Report) attached hereto.

Consistent with applicable regulations, PRIME will complete the required customer communications in accordance with the October 1st deadline. All customers currently enrolled in the PRIME program will receive the PCL via mail. It is important to note that the PCL does not inform customers about their specific electricity usage in their home; rather, it tells them about the resource mix their energy dollars are invested in.

In order to fulfill its Power Source Disclosure Program reporting obligations for 2019, PRIME must also provide the CEC with the City of Pico Rivera City Council’s (City Council) attestation regarding the accuracy of information included in the PCL. Current Power Source Disclosure Program regulations allow public agencies, including PRIME, to provide self-attestation with regard to the accuracy of information reported for both its retail service offering. While developing PRIME’s 2019 PCL, CalChoice staff, along with several technical consultants, performed a detailed review of all power purchases delivered in 2019.

Upon approval, a copy of this staff report and related meeting minutes will be forwarded to the CEC, thereby completing PRIME’s PCL and Power Source Disclosure Program Annual Reporting obligation for the 2019 calendar year.

Conclusion:

Based on the foregoing, it is recommended that the City Council attest to the accuracy of PRIME’s 2019 PCL data (attached hereto in substantial form in the Report) as required by the CEC. Approval of this annual requirement helps support the City’s initiatives of transparency and reliability.

Steve Carmona
SC:KF:km

Enclosures:  
1) PRIME Power 2019 Power Content Label Data  
2) PRIME Future 2019 Power Content Label Data
### Schedule 3: Annual Power Content Label Data

for the year ending December 31, 2019

Pico Rivera Innovative Municipal Energy

Prime Power

Instructions: No data input is needed on this schedule. Retail suppliers should use these auto-populated calculations to fill out their Power Content Labels.

<table>
<thead>
<tr>
<th>Power Source</th>
<th>Adjusted Net Procured (MWh)</th>
<th>Percent of Total Retail Sales</th>
</tr>
</thead>
<tbody>
<tr>
<td>Renewable Procurements</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Biomass &amp; Biowaste</td>
<td>7,798</td>
<td>3.8%</td>
</tr>
<tr>
<td>Geothermal</td>
<td>9,588</td>
<td>4.7%</td>
</tr>
<tr>
<td>Eligible Hydroelectric</td>
<td>8,104</td>
<td>4.0%</td>
</tr>
<tr>
<td>Solar</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Wind</td>
<td>34,494</td>
<td>16.9%</td>
</tr>
<tr>
<td>Total</td>
<td>204,243</td>
<td>100.0%</td>
</tr>
<tr>
<td>Coal</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Large Hydroelectric</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Natural gas</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Nuclear</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Other</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Unspecified Power</td>
<td>144,259</td>
<td>70.6%</td>
</tr>
<tr>
<td>Total</td>
<td>204,243</td>
<td>100.0%</td>
</tr>
</tbody>
</table>

**Total Retail Sales (MWh)**: 204,243

**Percentage of Retail Sales Covered by Retired Unbundled RECs**: 20.9%
ANNUAL REPORT TO THE CALIFORNIA ENERGY COMMISSION: Power Source
SCHEDULE 3: ANNUAL POWER CONTENT LABEL DATA
for the year ending December 31, 2019
Pico Rivera Innovative Municipal Energy
Future Power

Instructions: No data input is needed on this schedule. Retail suppliers should use these auto-populated calculations to fill out their Power Content Labels.

<table>
<thead>
<tr>
<th>Renewable Procurements</th>
<th>Adjusted Net Procured (MWh)</th>
<th>Percent of Total Retail Sales</th>
</tr>
</thead>
<tbody>
<tr>
<td>Renewable Procurements</td>
<td>2,424</td>
<td>31.0%</td>
</tr>
<tr>
<td>Biomass &amp; Biowaste</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Geothermal</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Eligible Hydroelectric</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Solar</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Wind</td>
<td>2,424</td>
<td>31.0%</td>
</tr>
<tr>
<td>Coal</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Large Hydroelectric</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Natural gas</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Nuclear</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Other</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Unspecified Power</td>
<td>5,393</td>
<td>69.0%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>7,817</strong></td>
<td><strong>100.0%</strong></td>
</tr>
</tbody>
</table>

Total Retail Sales (MWh) 7,817

Percentage of Retail Sales Covered by Retired Unbundled RECs 69.0%
To: Mayor and City Council
From: City Manager
Meeting Date: September 8, 2020
Subject: FISCAL YEAR 2019-2020 FOURTH QUARTER TREASURER’S REPORT, JUNE 30, 2020

Recommendation:

1. Receive and file the Treasurer’s Report for the quarter ending June 30, 2020, which represents balances and activity for the fourth quarter (April – June) of the 2019-20 fiscal year.

Fiscal Impact:

There is no fiscal impact from this item. On a quarterly basis, Finance Department staff allocate the appropriate interest income to the various funds. This shows as revenue to the respective funds.

Discussion:

Attached is the detailed, required Treasurer’s Investment Report for the fiscal year (FY) 2019-20 fourth quarter ending June 30, 2020 (Enclosure 1). The paragraphs below provide a summary of the investment results from the fourth quarter.

Total Pooled Cash and Investments during the quarter totaled $72,444,654. This total amount consisted of $6,691,965 in the City’s accounts with its banking partner Commercial Bank of California, $40,395,024 in the State Treasurer’s Local Agency Investment Fund (LAIF), and $21,709,209 managed by Chandler Asset Management. The City also had $3,648,456 held by various Trustee Accounts, all related to the City’s bond issues (i.e., 2001 Tax Allocation Bonds, etc.). The total 2018 Certificates of Participation, Series A (COPS) managed by Wilmington Trust reflect a dividend of $7,785.43.

Pico Rivera Innovative Municipal Energy (PRIME), an Enterprise Fund, reflect an ending balance of $3,251,218 managed by River City Bank account utilized to record funds.

The chart below represents the City’s investment summary comparable to the established portfolio Benchmark (Bank of America Merrill Lynch 1-3 Year US Treasury/Agency Index) as of June 30, 2020.
Conclusion:

All investments are maintained in accordance with California Government Code Section 53601 and the City’s investment policy (which was approved by the City Council on June 25, 2019). The City Treasurer (Director of Finance) certifies that the funds are invested to provide sufficient cash flow for a period of six (6) months.

Steve Carmona

SC:AG:KM:ep

Enclosure: 1) Treasurer’s Report for Fourth Quarter Ending June 30, 2020
### CITY OF PICO RIVERA
#### TREASURER'S REPORT
4TH QTR APRIL 2020 - JUNE 2020

<table>
<thead>
<tr>
<th>TYPE OF INVESTMENT</th>
<th>Interest Rate</th>
<th>Issuer</th>
<th>Reporting Date</th>
<th>Investment Income</th>
<th>Ending Balance</th>
<th>Source of Market Valuation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Agency Investment Fund (LAIF)</td>
<td>1.36</td>
<td>LAIF</td>
<td>6/30/2020</td>
<td>130,184.20</td>
<td>40,395,023.74</td>
<td>LAIF Statements</td>
</tr>
<tr>
<td>Demand Deposits *</td>
<td>0.1</td>
<td>CBC</td>
<td>6/30/2020</td>
<td>73.12</td>
<td>6,691,964.95</td>
<td>CBC Statements</td>
</tr>
<tr>
<td>Chandler Investments**</td>
<td>0.17 TRR**</td>
<td>Chandler Investments</td>
<td>6/30/2020</td>
<td>117,885.00</td>
<td>21,709,209.00</td>
<td>Chandler Portfolio Summary</td>
</tr>
<tr>
<td>**TOTAL CASH &amp; INVESTMENTS: Exclude Water Fund 550</td>
<td></td>
<td></td>
<td></td>
<td>248,142.32</td>
<td>68,796,197.69</td>
<td></td>
</tr>
</tbody>
</table>

| Revenue Bonds, 2001 Water Rate Stabilization          | 126839-011    | US Bank | 6/30/2020      | 253.52            | 600,000.00     | US Bank/RECON Statements                      |
| Revenue Bonds, 2001 Authority Reserve Fund            | 126839-001    | US Bank | 6/30/2020      | 0.14              | 114,908.03     | US Bank/RECON Statements                      |
| **TOTAL FISCAL AGENT (TRUSTEE) INVESTMENTS**           |               |        |                | 1,893.09          | 3,648,456.24   |
| **TOTAL CASH & TRUSTEE INVESTMENTS:**                 |               |        |                | 250,035.41        | 72,444,653.93  |

**2018 COPS**

<table>
<thead>
<tr>
<th>Dividends</th>
<th>Ending Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>7,785.43</td>
<td>15,432,401.58</td>
</tr>
</tbody>
</table>

**TOTAL 2018 COPS:**

<table>
<thead>
<tr>
<th>Dividends</th>
<th>Ending Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>7,785.43</td>
<td>15,432,401.58</td>
</tr>
</tbody>
</table>

**ENTERPRISE FUNDS**

<table>
<thead>
<tr>
<th>River City Bank (PRIME)</th>
<th>RIVER CITY BANK ICS Account</th>
<th>6/30/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>130877</td>
<td>13616.18</td>
<td>3,251,218.28</td>
</tr>
</tbody>
</table>

*Demand deposits on Family Self & Section 8 earn .10%

** Total-Rate-Return (TRR) 1 month: TRR measuring performance, actual rate of return of an investment or a pool of investments over a given evaluation period. TRR includes interest, capital gains, dividends and distributions realized over a given period of time.

I certify that this investment portfolio is in conformity with the Investment Policy of the City of Pico Rivera. The investment Program provides sufficient liquidity to meet a minimum of the next six month's estimated expenditures.

Angelina Garcia
Director of Finance & City Treasurer City, of Pico Rivera
To: Mayor and City Council
From: City Manager
Meeting Date: September 8, 2020
Subject: APPROVE AMENDMENT NO. 1 TO AGREEMENT NO.15-1615 TO RENEW TYLER TECHNOLOGIES NEW WORLD SYSTEMS SOFTWARE LICENSE, MAINTENANCE AND SERVICES AGREEMENT FOR THE CITY OF PICO RIVERA FINANCIAL SYSTEM

Recommendation:

1. Authorize the City Manager to execute the renewal maintenance and support agreement with Tyler Technologies, the parent company of New World Systems, Inc. for the support and maintenance of the existing City of Pico Rivera financial system, for an amount not-to-exceed $80,000 for fiscal year (FY) 2020-21 by executing Amendment No. 1 (Enclosure 1) to the original software license and service agreement dated August 10, 2015 (Enclosure 2).

Fiscal Impact:

Costs associated with the agreement are estimated at $80,000 for fiscal year (FY) 2020-21 to support and maintain the financial system.

In July 2015, the City Council approved $820,000 for the implementation and software maintenance costs of the New World Systems (NWS) software, which included $300,000 for four (4) years of maintenance and support fees. The original contract expired at the end of August 2020 and is in need of renewal; however, Tyler Technologies has agreed to extend the terms of the agreement through September 30, 2020. The renewal amount of $80,000 was included in the FY 2019-20 adopted budget. The remaining unspent balance will be carried forward to FY 2020-21, therefore, there will be no additional fiscal impact in FY 2020-21. There will be an annual financial impact for subsequent years of an estimated $80,000 for the ongoing maintenance costs.

Discussion:

Tyler Technologies and the City desire to renew the maintenance and support services agreement expiring on August 31, 2021. NWS software has been an effective and efficient Enterprise Resource Planning (ERP) system and is the existing financial system being utilized citywide since September 2016. This includes licensing for all modules required for the various workflows in the Finance and Human Resources departments.
such as Accounts Receivable, Payment Processing and Purchase Orders, Payroll Processing (including the processing of employee paychecks, electronic or manual), generating reports such as internal audits and required State and Federal reports, etc. This also includes time entry and employee data management by City Employees (in e-Suite). NWS software is an all-encompassing system maintaining the financial record-keeping for the City.

Conclusion:

Staff recommends the approval of a renewal of the Tyler Technologies NWS software license, maintenance, and service agreement for the City’s financial system through August 31, 2021. Award of this agreement will ensure the City’s financial systems are properly maintained and supported.

Steve Carmona

Enclosures: 1) Amendment No. 1 (Exhibit A – Tyler Technologies Professional Service Agreement)
2) Agreement No. 15-1615
AMENDMENT NO. 1
TO THE STANDARD SOFTWARE LICENSE AND SERVICES AGREEMENT
WITH TYLER TECHNOLOGIES, INC, NEW WORLD SYSTEMS AGREEMENT
(AGREEMENT 15-1615)

THIS AMENDMENT NO. 1 THE STANDARD SOFTWARE LICENSE AND
SERVICES AGREEMENT ("Amendment No. 1"), effective as of the date specified in
paragraph 4 hereof, is made and entered into by and between the CITY OF PICO
RIVERA, a California municipal corporation ("CITY"), and TYLER TECHNOLOGIES,
INC., parent company of NEW WORLD SYSTEMS CORPORTION, a Michigan
Corporation ("CONTRACTOR").

RECITALS

A. CITY and CONTRACTOR (collectively referred to as the “PARTIES”) have
previously executed that certain Software License and Services Agreement under
the provisions of the Pico Rivera Municipal Code Section 3.20.105, Enclosure 2 to
Agreement 15-1615 dated August 10, 2015 ("Agreement") relating to professional
services in the City of Pico Rivera.

B. The PARTIES, being mutually satisfied with each other’s performance desire to:

(1) extend the term period; and
(2) modify the compensation amount.

To accomplish this, the PARTIES amend:

• Section 1 “SSMA Period” of Exhibit C - “STANDARD SOFTWARE
MAINTENANCE AGREEMENT (SSMA)”;
• Section I, paragraph (A) and Section II, paragraph (A) of Exhibit AA – TOTAL
COST SUMMARY AND PAYMENT SCHEDULE (and the “Total Software
License Fee” described in Exhibit A – “LICENSED STANDARD SOFTWARE
AND FEES”); and
• Section 7 “Maintenance Cost for licensed Standard Software Package Covered
for ".NET Server(s)” of Exhibit C - “STANDARD SOFTWARE MAINTENANCE
AGREEMENT (SSMA) of the Agreement as set forth herein.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. EXTENSION OF TERM PERIOD

• Section 1, “SSMA Period” of Exhibit C - “STANDARD SOFTWARE
MAINTENANCE AGREEMENT (SSMA)” of the Agreement shall be
stricken and modified as follows:

Tyler shall provide maintenance and support services on the Tyler Software
according to the terms of Attachment “A” (“Support Amendment”) to Enclosure
1 of this Amendment No. 1 on a term to expire on August 30, 2021 ("Term
2. COMPENSATION.

- Section I, paragraph (A) and Section II, paragraph (A) of Exhibit AA – “COST SUMMARY AND PAYMENT SCHEDULE” (and the “Total Software License Fee” described in Exhibit A – “LICENSE STANDARD SOFTWARE FEES”); and
- Section 7 “Maintenance Cost for licensed Standard Software Package Covered for “.NET Server(s)” of Exhibit C - “STANDARD SOFTWARE MAINTENANCE AGREEMENT [SSMA]”) of the Agreement shall be stricken and modified as follows:

CONTRACTOR shall provide the services described in Attachment “A” to Enclosure 1 of this Amendment No. 1 regarding accounting services and shall be compensated for a total not-to-exceed Eighty Thousand Dollars and 00/100 Cents ($80,000) for the Term Period contemplated in this Amendment No. 1 (further described in Section 1 “Extension of Term Period,” above).

3. EFFECT OF AMENDMENTS.

Except as modified herein, either expressly or by necessary implication, the terms and provisions of the Agreement between the CITY and CONTRACTOR shall remain in full force and effect. If there is conflict between this Amendment and the Agreement, the terms of this Amendment will prevail.

4. EFFECTIVE DATE.

Unless otherwise specified herein, this Amendment No. 1 shall become effective as of the date set forth below on which the last of the parties, whether CITY or CONTRACTOR, executes this Amendment No.1.

[End of Amendment No.1. Signatures to follow.]
IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 1 to be executed and attested by their respective officers hereunto duly authorized.

“CITY”  “CONTRACTOR”
CITY OF PICO RIVERA  TYLER TECHNOLOGIES, INC.

______________________________  ______________________________
Steve Carmona, City Manager  
Title: _____________________________
Dated: ______________________   Dated: ____________________________

ATTEST:

___________________________  ______________________________
Anna M. Jerome, City Clerk  Arnold M. Alvarez-Glasman, City Attorney

APPROVED AS TO FORM
Support Amendment

This Support Amendment is made, as of the date set forth below (the “Effective Date”) by and between Tyler Technologies, Inc. with offices at 840 West Long Lake Road, Troy, MI 48098 (“Tyler”) and the client identified below (“Client”).

WHEREAS, New World and Client are parties to an original agreement, dated 8/13/2015 (“Agreement”) under which Client licensed the New World software itemized therein; and

WHEREAS, Tyler and New World merged effective November 16, 2015, with Tyler as the surviving entity; and

WHEREAS, Tyler and Client desire to update the applicable maintenance and support services terms;

NOW THEREFORE, in consideration of the mutual promises hereinafter contained, Tyler and Client agree as follows:

1. The New World Software Client licensed under the Agreement, and on which Client has paid maintenance and support fees through the Effective Date, shall mean the “Tyler Software” for purposes of this Support Amendment.

2. Tyler shall provide maintenance and support services on the Tyler Software according to the terms of Exhibit 1 to this Support Amendment.

3. For the term specified in the applicable invoice, Client shall remit to Tyler maintenance fees in the amount set forth therein. Payment is due within thirty (30) days of the invoice date.

4. This Support Amendment shall be governed by and construed in accordance with the terms and conditions of the Agreement.

5. All other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Support Amendment as of the dates set forth below.

Tyler Technologies, Inc.               Client: City of Pico Rivera, CA
By:_________________________________________     By:_________________________________________
Name:_______________________________________     Name:_______________________________________
Title:_________________________________________    Title:_________________________________________
Date:_______________________________________    Date:_______________________________________
Exhibit 1
Maintenance and Support Agreement

Tyler ("we") will provide Client ("you") with the following maintenance and support services for the Tyler Software. Capitalized terms not otherwise defined will have the meaning assigned to such terms in the Support Amendment.

1. Term. We provide maintenance and support services on an annual basis. The initial term commences on 9/1/2020 and remains in effect for one (1) year. The term will renew automatically for additional one (1) year terms unless terminated in writing by either party at least ninety (90) days prior to the end of the then-current term.

2. Maintenance and Support Fees. Your maintenance and support fees for the initial term for the Tyler Software will be listed in the applicable invoice. Your fees for each subsequent term will be at our then-current rates. We reserve the right to suspend maintenance and support services if you fail to pay undisputed maintenance and support fees within thirty (30) days of our written notice. We will reinstate maintenance and support services only if you pay all past due maintenance and support fees, including all fees for the periods during which services were suspended.

3. Maintenance and Support Services. As long as you are not using the Help Desk as a substitute for our training services on the Tyler Software, and you timely pay your maintenance and support fees, we will, consistent with our then-current Support Call Process:

3.1 perform our maintenance and support obligations in a professional, good, and workmanlike manner, consistent with industry standards, to resolve Defects, as defined in the Agreement, in the Tyler Software (subject to any applicable release life cycle policy); provided, however, that if you modify the Tyler Software without our consent, our obligation to provide maintenance and support services on and warrant the Tyler Software will be void;

3.2 provide support during our established support hours, currently Monday through Friday from 8:00 a.m. to 8:00 p.m. (Eastern Time Zone)

3.3 maintain personnel that are sufficiently trained to be familiar with the Tyler Software and third-party software, if any, in order to provide maintenance and support services;

3.4 provide you with a copy of all releases to the Tyler Software (including updates and enhancements) that we make generally available without additional charge to customers who have a maintenance and support agreement in effect; and

3.5 provide non-Defect resolution support of prior releases of the Tyler Software in accordance with any applicable release life cycle policy.

4. Client Responsibilities. We will use all reasonable efforts to perform any maintenance and support services remotely. Therefore, you agree to maintain a high-speed internet connection capable of connecting us to your PCs and server(s). You agree to provide us with a login account and local administrative privileges as we may reasonably require performing remote services. We will, at our option, use the secure connection to assist with
proper diagnosis and resolution, subject to any reasonably applicable security protocols. If we cannot resolve a support issue remotely, we may be required to provide onsite services. In such event, we will be responsible for our travel expenses, unless it is determined that the reason onsite support was required was a reason outside our control. Either way, you agree to provide us with full and free access to the Tyler Software, working space, adequate facilities within a reasonable distance from the equipment, and use of machines, attachments, features, or other equipment reasonably necessary for us to provide the maintenance and support services, all at no charge to us. We strongly recommend that you also maintain a VPN for backup connectivity purposes.

5. **Hardware and Other Systems.** If in the process of diagnosing a software support issue it is discovered that one of your peripheral systems or other software is the cause of the issue, we will notify you so that you may contact the support agency for that peripheral system. We cannot support or maintain third party products except as expressly set forth in the Agreement.

In order for us to provide the highest level of software support, you bear the following responsibility related to hardware and software:

(a) All infrastructure executing Tyler Software shall be managed by you;
(b) You will maintain support contracts for all non-Tyler software associated with Tyler Software (including operating systems and database management systems, but excluding Third Party Software, if any); and
(c) You will perform daily database backups and verify that those backups are successful.

6. **Other Excluded Services.** Maintenance and support fees do not include fees for the following services: (a) initial installation or implementation of the Tyler Software; (b) onsite maintenance and support (unless Tyler cannot remotely correct a Defect in the Tyler Software, as set forth above); (c) application design; (d) other consulting services; (e) maintenance and support of an operating system or hardware; (f) support outside our established support hours; or (g) installation, training services, or third party product costs related to a new release. Requested maintenance and support services such as those outlined in this section will be billed to you on a time and materials basis at our then current rates. You must request those services with at least one (1) weeks’ advance notice.

7. **Current Support Call Process.** Our current Support Call Process for the Tyler Software is provided Schedule A to Exhibit 1.
Support Channels

Tyler Technologies, Inc. provides the following channels of software support:

1. Tyler Community – an on-line resource, Tyler Community provides a venue for all Tyler clients with current maintenance agreements to collaborate with one another, share best practices and resources, and access documentation.
2. On-line submission (portal) – for less urgent and functionality-based questions, users may create unlimited support incidents through the customer relationship management portal available at the Tyler Technologies website.
3. Email – for less urgent situations, users may submit unlimited emails directly to the software support group.
4. Telephone – for urgent or complex questions, users receive toll-free, unlimited telephone software support.

Support Resources

A number of additional resources are available to provide a comprehensive and complete support experience:

1. Tyler Website – [www.tylertech.com](http://www.tylertech.com) – for accessing client tools and other information including support contact information.
2. Tyler Community – available through login, Tyler Community provides a venue for clients to support one another and share best practices and resources.
4. Program Updates – where development activity is made available for client consumption.

Support Availability

Tyler Technologies support is available during the local business hours of 8 AM to 5 PM (Monday – Friday) across four US time zones (Pacific, Mountain, Central and Eastern). Clients may receive coverage across these time zones. Tyler’s holiday schedule is outlined below. There will be no support coverage on these days.

<table>
<thead>
<tr>
<th>Holiday</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Year’s Day</td>
<td>January 1st</td>
</tr>
<tr>
<td>Thanksgiving Day</td>
<td>November 25th</td>
</tr>
<tr>
<td>Memorial Day</td>
<td>May 30th</td>
</tr>
<tr>
<td>Independence Day</td>
<td>July 4th</td>
</tr>
<tr>
<td>Labor Day</td>
<td>September 5th</td>
</tr>
<tr>
<td>Day after Thanksgiving</td>
<td>November 26th</td>
</tr>
<tr>
<td>Christmas Day</td>
<td>December 25th</td>
</tr>
</tbody>
</table>

Issue Handling

Incident Tracking

Every support incident is logged into Tyler’s Customer Relationship Management System and given a unique incident number. This system tracks the history of each incident. The incident tracking number is used to track and reference open issues when clients contact support. Clients may track incidents, using the incident number, through the portal at Tyler’s website or by calling software support directly.
Incident Priority

Each incident is assigned a priority number, which corresponds to the client’s needs and deadlines. The client is responsible for reasonably setting the priority of the incident per the chart below. This chart is not intended to address every type of support incident, and certain “characteristics” may or may not apply depending on whether the Tyler software has been deployed on customer infrastructure or the Tyler cloud. The goal is to help guide the client towards clearly understanding and communicating the importance of the issue and to describe generally expected responses and resolutions.

<table>
<thead>
<tr>
<th>Priority Level</th>
<th>Characteristics of Support Incident</th>
<th>Resolution Targets</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Critical</td>
<td>Support incident that causes (a) complete application failure or application unavailability; (b) application failure or unavailability in one or more of the client’s remote location; or (c) systemic loss of multiple essential system functions.</td>
<td>Tyler shall provide an initial response to Priority Level 1 incidents within one (1) business hour of receipt of the support incident. Tyler shall use commercially reasonable efforts to resolve such support incidents or provide a circumvention procedure within one (1) business day. For non-hosted customers, Tyler’s responsibility for lost or corrupted data is limited to assisting the client in restoring its last available database.</td>
</tr>
<tr>
<td>2 High</td>
<td>Support incident that causes (a) repeated, consistent failure of essential functionality affecting more than one user or (b) loss or corruption of data.</td>
<td>Tyler shall provide an initial response to Priority Level 2 incidents within four (4) business hours of receipt of the support incident. Tyler shall use commercially reasonable efforts to resolve such support incidents or provide a circumvention procedure within ten (10) business days. For non-hosted customers, Tyler’s responsibility for lost or corrupted data is limited to assisting the client in restoring its last available database.</td>
</tr>
<tr>
<td>3 Medium</td>
<td>Priority Level 1 incident with an existing circumvention procedure, or a Priority Level 2 incident that affects only one user or for which there is an existing circumvention procedure.</td>
<td>Tyler shall provide an initial response to Priority Level 3 incidents within one (1) business day of receipt of the support incident. Tyler shall use commercially reasonable efforts to resolve such support incidents without the need for a circumvention procedure with the next published maintenance update or service pack. For non-hosted customers, Tyler’s responsibility for lost or corrupted data is limited to assisting the client in restoring its last available database.</td>
</tr>
<tr>
<td>4 Non-critical</td>
<td>Support incident that causes failure of non-essential functionality or a cosmetic or other issue that does not qualify as any other Priority Level.</td>
<td>Tyler shall provide an initial response to Priority Level 4 incidents within two (2) business days. Tyler shall use commercially reasonable efforts to resolve such support incidents, as well as cosmetic issues, with a future version release.</td>
</tr>
</tbody>
</table>

Incident Escalation

Tyler Technology’s software support consists of four levels of personnel:

1. Level 1: front-line representatives
2. Level 2: more senior in their support role, they assist front-line representatives and take on escalated issues
3. Level 3: assist in incident escalations and specialized client issues
(4) Level 4: responsible for the management of support teams for either a single product or a product group. If a client feels they are not receiving the service needed, they may contact the appropriate Software Support Manager. After receiving the incident tracking number, the manager will follow up on the open issue and determine the necessary action to meet the client’s needs.

On occasion, the priority or immediacy of a software support incident may change after initiation. Tyler encourages clients to communicate the level of urgency or priority of software support issues so that we can respond appropriately. A software support incident can be escalated by any of the following methods:

1. Telephone – for immediate response, call toll-free to either escalate an incident’s priority or to escalate an issue through management channels as described above.
2. Email – clients can send an email to software support in order to escalate the priority of an issue.
3. On-line Support Incident Portal – clients can also escalate the priority of an issue by logging into the client incident portal and referencing the appropriate incident tracking number.

Remote Support Tool
Some support calls require further analysis of the client’s database, process or setup to diagnose a problem or to assist with a question. Tyler will, at its discretion, use an industry-standard remote support tool. Support is able to quickly connect to the client’s desktop and view the site’s setup, diagnose problems, or assist with screen navigation. More information about the remote support tool Tyler uses is available upon request.
AGREEMENT NO. 15-1615

STANDARD SOFTWARE LICENSE AND SERVICES AGREEMENT
August 10, 2015

This Standard Software License and Services Agreement which includes the attached Exhibits and Appendix (“this Agreement”) is between New World Systems® Corporation (“New World”), a Michigan Corporation and City of Pico Rivera, CA (“Customer”). This Agreement sets forth the terms and conditions under which New World will furnish the Licensed Products and will provide certain services described herein to Customer.

The attached Exhibits and Appendix include:

- Exhibit AA: TOTAL COST SUMMARY AND PAYMENT SCHEDULE
- Exhibit A: LICENSED STANDARD SOFTWARE AND FEES
- Exhibit B: IMPLEMENTATION AND TRAINING SUPPORT SERVICES
- Exhibit C: STANDARD SOFTWARE MAINTENANCE AGREEMENT
- Exhibit D: NON-DISCLOSURE AND SECURITY AGREEMENT FOR THIRD PARTIES
- Exhibit E: DEMONSTRATION SITE DISCOUNT
- Exhibit F: DATA FILE CONVERSION ASSISTANCE
- Exhibit G: INTENTIONALLY LEFT BLANK
- Exhibit H: SAMPLE IMPLEMENTATION PLAN
- Appendix 1: STATEMENT OF WORK

By signing below, each of us agrees to the terms and conditions of this Agreement together with the attached Exhibits and Appendix. This Agreement contains the complete and exclusive statement of the agreement between us relating to the matters referenced herein and replaces any prior oral or written representations or communications between us. Each individual signing below represents that (s)he has the requisite authority to execute this Agreement on behalf of the organization or entity for which (s)he represents and that all the necessary formalities have been met. If the individual is not so authorized then (s)he assumes personal liability for compliance under this Agreement.

ACKNOWLEDGED AND AGREED TO BY:

NEW WORLD SYSTEMS® CORPORATION
(NeWWorld)

By: [Signature] Larry D. Leinweber, President

Date: 08-12-15

CITY OF PICO RIVERA, CA
(Customer)

By: [Signature] City Manager

[Title]

By: [Signature] City Administrator

[Title]

Date: 8/13/15

The “Effective Date” of this Agreement is the latter of the two dates in the above signature block.
DEFINITIONS
The following terms as defined below are used throughout this Agreement:

1. “Authorized Copies”:
Except as provided in subparagraph 1.3, the only authorized copies of the Licensed Software and Licensed Documentation are the copies of each application software package defined in this Paragraph. They are:
(i) the single copy of the Licensed Software and the related Licensed Documentation delivered by New World under this Agreement; and
(ii) any additional copies made by Customer as authorized in subparagraph 1.2.

2. “An Authorized User/Workstation”:
Subject to the number of users specified in Exhibit A, any PC workstation that is connected to access the Licensed Software resident on Computer and that may be logged on to access the programs, interfaces, data, or files created and/or maintained by the Licensed Software.

3. “Computer”:
The .NET Server(s) to be located at:
City of Pico Rivera
6613 Passons Boulevard
Pico Rivera, CA 90660-3016
Customer shall identify in writing the serial number of the Computer within ten (10) days of receipt of the Computer or within ten (10) days of the Effective Date, whichever is later. If the Computer is to be relocated, Customer shall notify New World of the new location in writing prior to the relocation.

4. “Confidential Information”:
Information disclosed or obtained by one party in connection with, and during the term of, this Agreement and designated as “Confidential” by the party claiming confidentiality at the time of disclosure. Confidential Information does not include any information which was previously known to the other party without obligation of confidence or without breach of this Agreement, is publicly disclosed either prior or subsequent to the other party’s receipt of such information, or is rightfully received by the other party from a third party without obligation of confidence. To the extent permissible under the California Public Records Act in Government Code Section 6254, should Customer receive a request for information designated as “confidential” under this Agreement, it shall be New World’s responsibility to seek remedies to prevent disclosure.

5. “Customer Liaison”:
A Customer employee assigned to act as liaison between Customer and New World for the duration of this Agreement. Within ten (10) days of the Effective Date, Customer shall notify New World of the name of the Customer Liaison.

6. “Daily Rate”:
As described in this Agreement, New World shall provide services to Customer at the rate of $1,200/day. The daily rate covers all hours worked by a New World employee per day on this project. The daily rate is protected for 12 months after the Effective Date, at which time the daily rate shall be the then-current New World daily rate.

Licensed Standard Software will be delivered in a machine readable form to Customer via an agreed upon network connection, or on appropriate media if requested, as soon as the software is available after the Effective Date, but no later than thirty (30) days after the Effective Date.

8. “Development Software”:
Standard application software currently under development by New World which, if applicable, will be completed and delivered to Customer as Licensed Standard Software when available.

Installation of the Licensed Standard Software shall be deemed to occur, for all billing or other events described herein, upon the earlier of:
(a) the transfer or loading of the Licensed Standard Software onto a Customer server or computer, or
(b) thirty (30) days after delivery of the Licensed Standard Software.

10. “Licensed Custom Software”:
Any software (programs or portions of programs) developed by New World specifically for Customer’s own use.

11. “Licensed Documentation”:
New World User Manuals which includes the current specifications for the Licensed Standard Software and other written instructions relating to the Licensed Software (such as Product Bulletins, installation instructions, and training materials).

12. “Licensed Products”:
The Licensed Software, the related Licensed Documentation, and the Authorized Copies of the foregoing.

13. “Licensed Software”:
The Licensed Standard Software, Development Software, Upgrades, and Licensed Custom Software provided under this Agreement.

The current version of New World standard and development application software package(s) (in machine readable code) listed in Exhibit A.

15. “SSSM”:
The New World Standard Software Maintenance Agreement as set forth in Exhibit C.

16. “Travel Expenses”:
All actual and reasonable travel expenses incurred by New World for trips relating to this project, including but not limited to, airfare, rental car, lodging, mileage, parking/tolls, and daily per diem expenses.

17. “Travel Time”:
Actual New World employee travel time billed at the Hourly Rate of $150/hour, up to, but not exceeding, four (4) hours per each trip relating to this project.
GENERAL TERMS AND CONDITIONS

1.0 SINGLE USE LICENSE

1.1 New World grants Customer a nontransferable, nonexclusive, and non-assignable license to use the Licensed Software only on the Computer and only for its internal processing needs. Customer shall have the right to use, enhance, or modify the Licensed Software only for Customer’s own use and only on the Computer and only on an authorized workstation. New World will deliver to Customer one copy of each application of the Licensed Software (in machine readable form compatible with the specified operating environment) and one copy of the related Licensed Documentation. If Customer fails to pay all license fees specified in Exhibit A and the applicable custom software fees, if any, Customer shall forfeit the right and license to use the Licensed Products and shall return them to New World.

1.2 In order to assist Customer in the event of an emergency, Customer is permitted to make a reasonable number of copies on magnetic media of each application of the Licensed Software and one back-up copy of the related Licensed Documentation. These Authorized Copies may be stored as defined above so long as they are kept in a location secure from unauthorized use. Except as provided herein, Customer or anyone obtaining access through Customer shall not copy, distribute, disseminate, or otherwise disclose to any third party the Licensed Products or copies thereof in whole or in part, in any form or media. This restriction on making and distributing the Licensed Products or copies of any Licensed Product includes without limitation copies of the following:

(i) Program libraries, either source or object code;
(ii) Operating control language;
(iii) Test data, sample files, or file layouts;
(iv) Program listings;
(v) Licensed Documentation.

1.3 Upon written request by Customer, and with written permission by New World, additional Authorized Copies may be made for Customer’s internal use only, which permission shall not be unreasonably withheld. Licensed Documentation is exempted from this requirement and Customer can reproduce Licensed Documentation without limit so long as the reproductions are used for internal purposes only.

2.0 OWNERSHIP

2.1 The Licensed Products and all copyright, trade secrets and other proprietary rights, title and interest therein, remain the sole property of New World or its licensors, and Customer shall obtain no right, title or interest in the Licensed Products by virtue of this Agreement other than the nonexclusive, nontransferable, non-assignable license to use the Licensed Products as restricted herein.

2.2 The license to use any Licensed Custom Software provided under this Agreement, if any, is included in this license. New World shall have the right to use any data processing ideas, techniques, concepts, and/or know-how acquired by it in the performance of services under this Agreement including the development of Licensed Custom Software for the advancement of its own technical expertise, the performance of other Software License and Service Agreements or any other applicable agreements. New World shall have, without restriction, the right to use all programs, procedures, information, and techniques that are publicly available, obtained or obtainable from third parties and/or developed independently by New World without specific reference to Customer’s organization.

3.0 CORRECTION AND SOFTWARE MAINTENANCE ON STANDARD SOFTWARE

3.1 New World shall provide software correction service and maintenance for the Licensed Standard Software during the term of Customer’s SSMA. See Exhibit C for a description of the SSMA start date and term, the services available and the applicable fees and procedures.
4.0 WARRANTIES

4.1 **New World** warrants, for Customer’s benefit only, that the Licensed Standard Software will perform as specified in its user manuals based on the then-current release of the Licensed Standard Software.

4.2 **New World** warrants, for Customer’s benefit only, that it possesses the necessary intellectual rights to license to **Customer** the Licensed Standard Software provided heretunder.

The foregoing warranties do not apply if the Licensed Product(s) have been modified by any party other than **New World**. **New World** does not warrant that the features or functions of the Licensed Software will meet Customer’s requirements or in any combination or use Customer selects. EXCEPT AS SPECIFICALLY PROVIDED IN THIS PARAGRAPH 4.0, AND ITS SUBSECTIONS, NEW WORLD EXPRESSLY DISCLAIMS ANY EXPRESS OR IMPLIED WARRANTIES WITH RESPECT TO THE LICENSED PRODUCTS, INCLUDING BUT NOT LIMITED TO, THE LICENSED PRODUCTS’ CONDITION, MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR ANY IMPLIED WARRANTY ARISING FROM COURSE OF PERFORMANCE, COURSE OF DEALING OR USAGE OF TRADE.

5.0 INSTALLATION AND TRAINING SUPPORT SERVICES

5.1 As provided for in Exhibit B and concurrent with timely payments, **New World** shall make available to **Customer** qualified representative(s) who will provide installation and training support services for each application of the Licensed Software delivered. See Exhibit B for a description of the services provided and the applicable fees and procedures.

6.0 CUSTOMER LIAISON AND CUSTOMER RESPONSIBILITIES

The successful implementation of the Licensed Products into Customer’s environment requires Customer’s commitment to and cooperation in the implementation process. Accordingly, **Customer** hereby agrees to the following:

6.1 **Customer** understands that the Licensed Software is designed to run in a specified operating environment which includes hardware, software and related equipment not provided by **New World**. **Customer** is responsible for ensuring that the appropriate hardware equipment, related components and all cabling are installed timely and are suitable for the successful installation of the Licensed Software.

6.2 **Customer** agrees to provide the management interface and support necessary to successfully complete the implementation of the Licensed Software. This support includes upper level management priority setting and timely involvement during and after a change in Customer’s organization. Customer’s operations and/or after changes in Customer’s internal policies or procedures which directly affect the software implementation.

6.3 **Customer** shall assign an upper level employee to serve as the Customer Liaison for the duration of the Licensed Software implementation. If **Customer** must replace the Customer Liaison for reasons beyond its control, **Customer** will assign a new Customer Liaison as soon as reasonably possible. **New World** is not responsible for any delay caused directly or indirectly by the reassignment of the Customer Liaison. In addition to other duties and responsibilities, the Customer Liaison shall:

   (i) provide timely answers to New World’s requests for information;
   (ii) coordinate a mutually agreeable implementation and training schedule;
   (iii) have authority to sign for and obligate Customer to any matters relating to service requests, design documents, performance test documents and/or delivery and service dates;
   (iv) in situations where Customer participation is required, provide timely input for systems definition, detail design, and use of the software system.

6.4 **Customer** is responsible for creating and maintaining its master files, tables and the like which includes accurate data entry, accurate file editing and overall file control to assure successful systems performance.

6.5 **Customer** shall provide qualified personnel with sufficient backup to be trained to use the Licensed Software and to interpret the output upon sufficient training by **New World**. Applying the output information in Customer’s environment is Customer’s sole responsibility.
7.0 BILLING AND ADDITIONAL AUTHORIZED WORKSTATION CHARGES

7.1 The attached Exhibits set forth the manner in which fees and payments shall be allocated and made under this Agreement. Past due amounts are subject to a service charge of 1.5% per month, which charge Customer agrees to pay. To the extent Customer imposes additional requirements on New World for services other than those expressly provided in this Agreement, New World retains the right to make additional price adjustments and/or any other adjustments that may be necessitated. Before performing these additional services, New World will notify Customer that the services are subject to additional charge(s). There shall be no additional services or software provided without a modification or change order to this Agreement.

7.2 If Customer wishes to add additional authorized workstations or Licensed Standard Software, Customer agrees to pay the additional License fees at the then current software prices in effect. SSMA fees shall be increased according to the additional Licensed Standard Software fees on the next annual billing date after the additional workstations and/or Licensed Standard software is added, or as specified in the future contract. With said payments, the license provided in Paragraph 1.0 permits Customer’s use of the Licensed Software for the specified workstations.

7.3 Customer shall notify New World if additional authorized workstations need to be added to access the Licensed Software and will pay the additional authorized workstation fees promptly when invoiced.

7.4 Any taxes or fees imposed from the course of this Agreement are the responsibility of the Customer and Customer agrees to remit when imposed. If an exemption is claimed by the Customer, an exemption certificate must be submitted to New World.

8.0 This heading intentionally left blank

9.0 CONFIDENTIAL INFORMATION / NON-DISCLOSURE AGREEMENT

9.1 Subject to the requirements of the Freedom of Information Act (FOIA) and/or other comparable applicable state law, each party shall hold all Confidential Information in trust and confidence for the party claiming confidentiality and not use such Confidential Information absent express written consent by the party claiming confidentiality. The other party agrees not to disclose any such Confidential Information, by publication or otherwise, to any other person or organization. Customer agrees to timely notify New World of any request(s) made for disclosure of confidential information and it is New World’s responsibility to pursue remedies to prevent disclosure.

9.2 Customer hereby acknowledges and agrees that all Licensed Products are Confidential Information and proprietary to New World. In addition to the other restrictions set forth elsewhere in this Agreement or otherwise agreed to in writing, Customer agrees to implement all reasonable measures to safeguard New World’s proprietary rights in the Licensed Products, including without limitation the following measures:

(i) Customer shall only permit access to the Licensed Products to those employees who require access and only to the extent necessary to perform Customer’s internal processing needs.

(ii) With respect to agents or third parties, Customer shall permit access to the Licensed Products only after New World has received, approved and returned a fully executed Non-Disclosure Agreement to Customer (see Exhibit D). New World reserves the right to reasonably refuse access to a third party after it has evaluated the request. Customer agrees to provide information reasonably requested by New World to assist New World in evaluating Customer’s request to permit third party access to the Licensed Products. In addition to any other remedies, New World may recover from Customer all damages and legal fees incurred in the enforcement of this provision on third party access;

(iii) Customer shall cooperate with New World in the enforcement of the conditions set forth in the attached Non-Disclosure Agreement or any other reasonable restrictions New World may specify in writing in order to permit access;

(iv) Customer shall not permit removal of copyright or confidentiality labels or notifications from its proprietary materials; and

(v) Customer shall not attempt to disassemble, decompile or reverse engineer the Licensed Software.
9.3 **Customer** agrees that in addition to any other remedies that may be available at law, equity or otherwise, **New World** shall be entitled to seek and obtain a temporary restraining order, injunctive relief, or other equitable relief against the continuance of a breach or threatened breach of this paragraph 9.0 on Confidentiality and Non-Disclosure.

10.0 **LIMITATION OF LIABILITY AND RECOVERABLE DAMAGES**

**New World's** entire liability and **Customer's** exclusive remedies are set forth below:

10.1 For any claim relating to the non-conformance or imperfection of any licensed software provided under this **Agreement**, **New World** will correct the defect so that it conforms to the warranties set forth in subparagraph 4.1; or if after repeated attempts to correct the non-conformity, **New World** is unable to correct the non-conformity, then **Customer** may recover its actual damages subject to the limits set forth in subparagraph 10.2 below. For any other claim arising under or in connection with this **Agreement**, **Customer** may recover its actual damages subject to the limits set forth in subparagraph 10.2 below.

10.2 **New World's** total liability to **Customer** for all claims relating to the Licensed Products and this **Agreement**, including any action based upon contract, tort, strict liability, or other legal theory, shall be limited to **Customer's** actual damages and in no event shall **New World's** liability exceed the Exhibit A Licensed Standard Software Fees paid to **New World** up to the One-Time Project Cost described in Exhibit AA.

10.3 **New World** shall not be liable for any special, indirect, incidental, punitive, exemplary, or consequential damages, including loss of profits or costs of cover, arising from or related to a breach of this **Agreement** or any order or the operation or use of the Licensed Products including such damages, without limitation, as damages arising from loss of data or programming, loss of revenue or profits, failure to realize savings or other benefits, damage to equipment, and claims against **Customer** by any third person, even if **New World** has been advised of the possibility of such damages.

10.4 If it is determined that a limitation of liability or a remedy contained herein fails of its essential purpose, then the parties agree that the exclusion of incidental, consequential, special, indirect, punitive, and/or exemplary damages is still effective.

11.0 **INTEGRATION WITH U.S. COPYRIGHT ACT**

11.1 In addition to all other provisions provided under this **Agreement**, **Customer** agrees to be bound by and to comply with any and all provisions of the U.S. Copyright Act (The Copyright Act of 1976, U.S.C. Sections 101-810 (1976) as amended). If a provision of the U.S. Copyright Act and this **Agreement** conflict, the more restrictive of the two applies. If it cannot be determined which is the more restrictive, then the provision within this **Agreement** shall apply.

12.0 **INDEPENDENT CONTRACTOR**

12.1 **New World** is an independent contractor. The personnel of one party shall not in any way be considered agents or employees of the other. To the extent provided for by law, each party shall be responsible for the acts of its own employees.

12.2 Each party shall be responsible for Workers' Compensation coverage for its own personnel.

13.0 **INSURANCE REQUIREMENTS**

**New World** shall not commence work under this **Agreement** until it has obtained the insurance required under this paragraph.

13.1 **Workers' Compensation Insurance**: **New World** shall procure and maintain during the term of this **Agreement**, Workers' Compensation Insurance for all of its employees who engage in the work to be performed.

13.2 **Liability and Property Insurance – Comprehensive Form**: **New World** shall procure and maintain during the term of this **Agreement**, Liability and Property Damage Insurance in an amount not less than $1,000,000 on account for each accident; and in an amount not less than $1,000,000 for each accident for damage to property.
13.3 **Automobile Liability Insurance** New World shall procure and maintain during the term of this Agreement, Hired and Non-Ownership Motor Vehicle Bodily Injury and Property Damage Insurance in an amount not less than $1,000,000 for injuries, including accidental death, to each person, and, subject to the same limits for each person, in an amount not less than $1,000,000 for each accident and in an amount not less than $1,000,000 on account for each accident for damage to property, provided however that the combined single limit for all automobile related claims shall not exceed $1,000,000.

14.0 **DISPUTE RESOLUTION PROCEDURE**

14.1 Any dispute or controversy arising out of or relating to this Agreement, or breach thereof, shall be settled by the following procedure.

Level 1: Before entering into Level 2 or Level 3 of this Dispute Resolution Procedure (DRP), New World and Customer shall enter into a series of management meetings for the purpose of resolving the dispute or controversy through normal business management practices. The series of meetings, consisting of not less than three face-to-face meetings, must be held between upper-level managers of both Customer and New World. Both parties agree to put forth their best efforts in these meetings. The meetings shall be held at Customer’s offices or at a mutually agreeable location. The Level 1 period shall begin when one party gives notice to the other by certified mail that it is entering into this Level 1 procedure to resolve the dispute.

Level 2: Only after the parties have completed Level 1 of the DRP without resolving the dispute or controversy and before entering into Level 3 of the DRP, Customer and New World shall enter into a mediation process. Each party shall bear its own costs in preparing for and conducting mediation, except that the joint costs, if any, of the actual mediation proceeding shall be shared equally by the parties. The mediation process is defined as follows:

- The parties select a mutually agreeable mediator to aid the parties in resolving the dispute or controversy. The mediator shall not be an employee or former employee of either party. The mediation shall be held at a location agreed upon by the parties.

Level 3: Only after the completion of both Levels 1 and 2 above without a satisfactory resolution of the dispute or controversy, either party may bring suit in the United States District Court for the Northern District of California. Each party shall bear the cost of their own legal expenses if Level 3 is used.

15.0 **TERMINATION**

15.1 By Customer: If New World fails to provide the Licensed Software as warranted in accordance with the terms of this Agreement, Customer may, at its option terminate this Agreement with ninety (90) days written notice as follows:

- The termination notice shall provide a detailed description (with examples) of any warranty defects claimed;
- New World shall have ninety (90) days from receipt of said notice to correct any warranty defects in order to satisfy the terms of this Agreement;
- During the ninety (90) day cure period, Customer shall apply sound management practices and use its best efforts to resolve any issues or obstacles — including cooperating with New World;
- At the end of ninety (90) days unless the termination has been revoked in writing by Customer, the Agreement terminates.

15.2 By New World: If Customer fails to make prompt payments to New World when invoiced, or if Customer fails to fulfill its responsibilities under this Agreement, including but not limited to those outlined in Paragraph 8.0, then New World may, at its option terminate this Agreement with written notice as follows:

- The termination notice shall define the reason for termination;
- If the cited reason for termination is Customer's failure to make prompt payment, Customer shall have thirty (30) days from receipt of said notice to make payment in full for all outstanding invoiced payments due;
- If the cited reason for termination is Customer's failure to fulfill its responsibilities, Customer shall have ninety (90) days from receipt of said notice to correct any actual deficiencies in order to satisfy the terms of this Agreement;
(iv) During the applicable cure period, New World will use sound management practices and its best efforts to resolve any issues or obstacles – including the reassignment of personnel if necessary to improve the working relationship;

(v) At the end of the applicable cure period, unless the termination has been revoked in writing by New World, the Agreement terminates.

15.3 In the event of termination by either party, New World shall continue to provide its services, as previously scheduled, through the termination date and the Customer shall continue to pay all fees and charges incurred through the termination date as provided in the attached Exhibits.

15.4 Upon termination, before payment of the Licensed Software, Customer shall return to New World all Licensed Products, including any copies provided to or created by Customer under this Agreement. Upon termination after the payment of the Licensed Software as provided in Exhibit AA, Customer may, at its discretion, retain the software or return it to New World and pursue any available remedies under this Agreement.

15.5 Nothing in this paragraph on termination is intended to infer that either party has or does not have a claim for damages.

15.6 The Terms and Conditions relating to ownership, warranties, confidentiality and non-disclosure, limitation of liability and recoverable damages, Copyright Act, dispute resolution and the General provisions (18.0), survive termination.

15.7 By Customer for Implementation Services: If after Customer has paid all amounts due for Licensed Standard Software, Customer may by written notice to New World terminate the Implementation Services portion of this Agreement at any time and without cause by giving written notice to New World of such termination, and specifying the effective date thereof, at least ninety (90) days before the effective date of such termination. Upon termination, New World shall be compensated for those services which have been adequately rendered or provided to Customer.

(i) Effect of Termination. If this Agreement is terminated as provided herein, Customer may require New World to provide all finished or unfinished Data prepared by New World in connection with the performance of services under this Agreement. New World shall be required to provide such data within fifteen (15) days of the request.

(ii) Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, Customer may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

16.0 PATENT AND TRADEMARK INDEMNIFICATION

New World agrees to indemnify and save the Customer harmless from and against any and all judgments, suits, costs, and expenses subject to the limits set forth in this Agreement resulting from any alleged infringement of any patent or copyright arising from the licensing of the Licensed Standard Software pursuant to this Agreement, provided that Customer has notified New World in writing of such allegation within a reasonable timeframe of the date upon which the Customer first receives notice thereof. New World’s obligation to indemnify and save Customer harmless under this paragraph is void if the claim of infringement arises out of or in connection with any modification made to the Licensed Standard Software or any use of the Licensed Standard Software not specifically authorized in writing by New World.

17.0 NOTICES

17.1 Notices to Customer shall be deemed effective when deposited in the mail by Registered or Certified U.S. Mail to the business address of the Customer.

17.2 Notices to New World shall be deemed effective when deposited in the mail by Registered or Certified U.S. Mail to the following address (or to any other address so specified by New World):

New World Systems Corporation
888 West Big Beaver, Suite 600
Troy, Michigan 48084
Attention: President
18.0 GENERAL

18.1 This Agreement is the entire agreement between the parties superseding all other communications, written or oral, between the parties relating to the subject matter of this Agreement. This Agreement may be amended or modified only in writing signed by both parties.

18.2 This Agreement is governed by the laws of the State of California and it shall be binding on the successors and assigns of the parties.

18.3 Failure to enforce any provision of this Agreement shall not be deemed a waiver of that provision or any other provision of this Agreement.

18.4 The paragraph headings which appear herein are included solely for convenience and shall not be used in the interpretation of this Agreement. Any provision of this Agreement determined to be invalid or otherwise unenforceable shall not affect the other provisions, which other provisions remain in full force and effect.

18.5 This Agreement is entered into solely for the benefit of New World and Customer. No third party shall have the right to make any claim or assert any right under it, and no third party shall be deemed a beneficiary of this Agreement.

18.6 Notwithstanding anything contained herein to the contrary, these terms and conditions may be extended to other public entities for purchase of the license and/or services described under this Agreement. To the extent they are required, the parties shall execute any requisite cooperative agreements authorizing such extension of terms and conditions. If this is done, Customer assumes no authority, liability, or obligation on behalf of any other public entity that may use this Agreement for any such purchase.

18.7 Other integrated licensed software and services from New World may be purchased by Customer under the terms and conditions of this Agreement.
EXHIBIT AA
TOTAL COST SUMMARY AND PAYMENT SCHEDULE

I. Total Cost Summary: Licensed Standard Software, Implementation Services, and Third Party Products

<table>
<thead>
<tr>
<th>DESCRIPTION OF COST</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. LICENSED STANDARD SOFTWARE as further described in Exhibit A</td>
<td>$192,000</td>
</tr>
<tr>
<td>B. IMPLEMENTATION SERVICES</td>
<td></td>
</tr>
<tr>
<td>1. PROJECT MANAGEMENT as further described in Exhibit B</td>
<td></td>
</tr>
<tr>
<td>2. INTERFACE INSTALLATION SERVICES as further described in Exhibit B</td>
<td></td>
</tr>
<tr>
<td>3. IMPLEMENTATION AND TRAINING SERVICES as further described in Exhibit B</td>
<td></td>
</tr>
<tr>
<td>4. OTHER IMPLEMENTATION SERVICES as further described in Exhibit B</td>
<td></td>
</tr>
<tr>
<td>5. DATA FILE CONVERSION ASSISTANCE SERVICES as further described in Exhibit F</td>
<td></td>
</tr>
</tbody>
</table>

**ONE TIME PROJECT COST:** $450,000

C. TRAVEL EXPENSES (Estimate) billed as incurred and not to exceed $70,000 without prior written Customer authorization

D. STANDARD SOFTWARE MAINTENANCE SERVICES as further described in Exhibit C.

**PRICING ASSUMES CONTRACT EXECUTION BY AUGUST 30, 2015.**

City of Pico Rivera, CA
PICO-15L1E 0810 Agreement (15L1E 0622) Executable
II. Payments for Licensed Standard Software, Implementation Services, and Third Party Products

**DESCRIPTION OF PAYMENT**

<table>
<thead>
<tr>
<th>PAYMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. LICENSED STANDARD SOFTWARE</td>
</tr>
<tr>
<td>1. Amount invoiced upon Effective Date (50%)</td>
</tr>
<tr>
<td>2. Amount invoiced upon delivery of Licensed Standard Software (50%)</td>
</tr>
<tr>
<td>B. IMPLEMENTATION SERVICES</td>
</tr>
<tr>
<td>1. Amount invoiced upon Effective Date</td>
</tr>
<tr>
<td>2. Amount invoiced upon completion of Step 3 in SOW - Complete and Approve Project Plan</td>
</tr>
<tr>
<td>3. Amount invoiced upon completion of Step 4a in SOW - Technical System Setup</td>
</tr>
<tr>
<td>4. Amount invoiced upon completion of Step 8 in SOW - Conduct Go-Live Base Suite of Financial Management Applications</td>
</tr>
<tr>
<td>5. Amount invoiced upon completion of Step 8 in SOW - Conduct Go-Live of Base Suite Payroll/HR Applications</td>
</tr>
</tbody>
</table>

**ONE TIME PAYMENTS:**

**$450,000**

C. TRAVEL EXPENSES (Estimate) **$70,000**

(These expenses are billed as incurred and not to exceed $70,000 without prior written Customer authorization)

1. 35 Trips are anticipated

*Estimate

D. STANDARD SOFTWARE MAINTENANCE SERVICES - as further described in Exhibit C

**ALL PAYMENTS ARE DUE WITHIN THIRTY (30) DAYS FROM RECEIPT OF INVOICE.**

Billings are applied ratably to each deliverable included under the total one-time cost. If any deliverable is subject to sales tax, the tax will be calculated and added as applicable to each billing.
EXHIBIT A
LICENSED STANDARD SOFTWARE AND FEES

License Fee for Licensed Standard Software And Documentation Selected By Customer.

Application Package

<table>
<thead>
<tr>
<th>FINANCIAL MANAGEMENT</th>
<th>Cost (Users included - 30)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Logos.NET Financial Management Base Suite</td>
<td></td>
</tr>
<tr>
<td>- General Ledger</td>
<td></td>
</tr>
<tr>
<td>- Budget Management</td>
<td></td>
</tr>
<tr>
<td>- Annual Budget Preparation</td>
<td></td>
</tr>
<tr>
<td>- Accounts Payable</td>
<td></td>
</tr>
<tr>
<td>- Revenue/Cash Receipting</td>
<td></td>
</tr>
<tr>
<td>2. Logos.NET Additional Financial Management</td>
<td></td>
</tr>
<tr>
<td>Software</td>
<td></td>
</tr>
<tr>
<td>- Asset Management</td>
<td></td>
</tr>
<tr>
<td>- Grant Management</td>
<td></td>
</tr>
<tr>
<td>- Project Accounting</td>
<td></td>
</tr>
<tr>
<td>- Misc. Billing &amp; Receivables</td>
<td></td>
</tr>
<tr>
<td>- Government (GASB) Reporting</td>
<td></td>
</tr>
<tr>
<td>- Bank Reconciliation</td>
<td></td>
</tr>
<tr>
<td>- Third Party Document Imaging Interface</td>
<td></td>
</tr>
<tr>
<td>3. Expanded Revenue Collections</td>
<td></td>
</tr>
<tr>
<td>- Integrated Credit Card Processing</td>
<td></td>
</tr>
<tr>
<td>- PC Cash Register Interface (Multi-Application)</td>
<td></td>
</tr>
<tr>
<td>supports Epson TM-H6000IV Receipt/Validation/Slip Printer</td>
<td></td>
</tr>
<tr>
<td>4. Logos.NET Procurement Management Suite</td>
<td></td>
</tr>
<tr>
<td>- Purchasing Base</td>
<td></td>
</tr>
<tr>
<td>- Contract Accounting</td>
<td></td>
</tr>
</tbody>
</table>
PAYROLL & HUMAN RESOURCES SUITE (Users included - 15)

5. Logos.NET Human Resources Management Base Suite
   - Payroll Processing
   - Personnel Management
   - Position Control

6. Logos.NET Human Resources
   - Personnel Action Processing

7. Logos.NET Benefits Management
   - Benefits Administration

8. Logos.NET Additional Payroll & IHR Modules
   - Position Budgeting
   - Third Party Applicant Interface (supports NFOGOV and AppliTrack)

UTILITY MANAGEMENT SUITE (Users included - 15)

9. Logos.NET Utility Management Software
   - Water/Sewer/Refuse Base Package

10. Logos.NET Additional Utility Management Modules
    - Automatic Meter Read (AMR) Interface
    - Meter and Device Inventory
    - Service Order Processing
Exhibit A / LICENSED STANDARD SOFTWARE AND FEES

COMMUNITY DEVELOPMENT SUITE

11. Logos.NET Community Development Software
    - Business Licensing
    - Animal Licensing
    - Parcel Management
    - Permits
    - Municipal Inspections
    - Project Planning
    - Code Enforcement
    - Requests for Services Tracking

E SUITE

12. eSuite Base Software

13. eFinance
    - eSupplier
    - ePayments

14. eHR
    - eEmployee
    - eTimesheets
    - eBenefits Administration

15. eUtility
    - eUtilities

16. eCommunity
    - ePermits
    - eLicense
    - eRequest
Exhibit A / LICENSED STANDARD SOFTWARE AND FEES

DECISION SUPPORT SOFTWARE

17. Decision Support Base DataMart

18. Finance Analytics
   - Includes 2 users

19. Dashboards for Financial Management

20. Human Resource/Payroll Analytics
   - Includes 2 users

21. Dashboards for Human Resources

22. Utility Management Analytics
   - Includes 2 users

23. Dashboards for Utility Management

24. Community Development Analytics
   - Includes 2 users

25. Dashboards for Community Development

| TOTAL SOFTWARE LICENSE FEE | $192,000 |
ENDNOTES

1 Personal Computers must meet the minimum hardware requirements for New World Systems' Logos.NET product. Microsoft Windows 7 or greater with Internet Explorer (IE) 8 or greater is the required operating system and browser for all client machines.

2 Servers must meet the minimum hardware requirements for New World Systems' Logos.NET product. Windows Server 2008 (R2) or greater is required for the Application Server(s), Web Server(s) and Database Server. Microsoft SQL Server 2008 (R2) or greater is required for the Database Server. Customers must also license the appropriate number of Microsoft Client Access Licenses (CALs) for license compliance.

3 Suggested minimum: 100MB Ethernet Network. 10MB CAT5 Ethernet Network may have less than adequate response time. Further consultation would be required to assess your network.

4 Additional cost per group of 5 for authorized users is $5,000.

5 Currently supports interfaces to Sensus/Rockwell, Neptune, Itron, Radix, Syscon and Schlumberger devices. Technical assurance must be obtained to verify the Business Partner's software/hardware release level interface requirements.

6 New World supports SQL Server Reporting Services (SSRS) for server-based report generation and ad hoc reporting. SSRS utilizes a web services interface to support the development of custom reporting applications. SSRS is included in the Express, Workgroup, Standard, and Enterprise editions of Microsoft SQL Server. Customers may elect to use other third-party reporting generation tools including Crystal Reports however New World does not provide support for these tools and cannot guarantee compatibility.

7 Prices assume that all software proposed is licensed.

8 Licensed Software, and third party software embedded therein, if any, will be delivered in a machine readable form to Customer via an agreed upon network connection. Any taxes or fees imposed are the responsibility of the purchaser and will be remitted when imposed.
EXHIBIT B
PROJECT MANAGEMENT, IMPLEMENTATION AND
TRAINING SUPPORT SERVICES

1. Project Management Services

New World shall act as Project Manager to assist Customer’s management in implementing the Exhibit A software. This responsibility will include documenting, coordinating and managing the overall Implementation Plan with Customer’s management and the Customer Liaison. Project Management Services include:

   a) a summary level implementation Plan;
   b) a detailed level Implementation Plan;
   c) a revised Implementation Plans (if required);
   d) monthly project status reports; and
   e) project status meetings
      • a project review (kickoff) meeting at Customer’s location
      • progress status meeting(s) will occur during implementation via telephone conference or at
        Customer’s location; and
      • a project close-out meeting at Customer’s location to conclude the project.

The implementation services fees described in Exhibit AA include Project Management fees for a period up to 15 months after the Effective Date.

2. Implementation and Training Support Services

Based on the Licensed Standard Software listed on Exhibit A, up to 125 days of New World implementation and training support services have been allocated for this project. Excess services requested shall be billed at the Daily Rate. Avoiding or minimizing custom or modified features will aid in keeping the support costs to the amount allocated. Customer agrees to reimburse New World for support trips canceled by Customer less than ten (10) days before the scheduled start date to cover New World’s out-of-pocket costs and lost revenues. The recommended implementation and training support services include:

   a) implementation of each package of Licensed Standard Software; and
   b) Customer training and/or assistance in testing for each package of Licensed Standard Software; and
   c) in addition to the 125 days of implementation and training services, 15 additional days have been allocated to provide high-level Consulting services, as determined by mutual agreement of the Customer and New World project managers, for any of the following activities
      • Enterprise-wide requirements analysis and gathering services focused on identifying and
        answering organization critical questions.
      • Synthesis of findings, identifying targeted key solutions to be implemented across customer
        organization.
      • Determination of most efficient and effective work flows and business processes for each package
        of licensed standard software.
      • Design, development and/or configuration on key solutions in base software reporting package,
        through Business Analytics, Dashboards or agreed-to-customized DataMart Reporting.
      • Effective deployment of agreed-to solutions, employing the work flow and business process
        configurations to support improved decision-making and long-term planning.

The project management, implementation and training support services provided by New World may be performed at Customer’s premises and/or at New World national headquarters in Troy, Michigan (e.g., portions of project management are performed in Troy).
3. **Interface Installation Service**

*New World* shall provide interface installation services as described in this paragraph below. These services do not include hardware and/or third party product costs which shall be *Customer’s* responsibility, if required. Whenever possible, these services will be done remotely, resulting in savings in travel expenses and time. If on-site installation and training is required, *Customer* will be responsible for the actual travel expenses and time. The services include the following interfaces:

a) Payment Processing Interface: includes POS Positive Pay and
   - ACH Direct Deposit
   - Transmission Export
   - Payment (Check/El) Reconciliation
   - Transmission Import

b) Third Party Document Imaging Interface for FM

c) Third Party Applicant Interface

d) AMR Interface

c) Parcel Import

4. **Hardware Quality Assurance Service**

*New World* shall provide Hardware Systems Assurance of *Customer’s* Legos.NET server(s). These services do not include hardware and/or third party product costs which shall be *Customer’s* responsibility, if required. Whenever possible, these services will be provided remotely, resulting in savings in travel expenses and time. If on-site installation is required, *Customer* will be responsible for the actual travel expenses and time.

a) Hardware Quality Assurance Services (Standard Environment):
- Hardware Systems Assurance and Software Installation:
  - Assist with High Level System Design/Layout
  - Validate Hardware Configuration and System Specifications
  - Validate Network Requirements, including Windows Domain
  - Physical Installation of *New World* Application Servers
  - Install Operating System and Apply Updates
  - Install SQL Server and Apply Updates
  - Install *New World* Applications Software and Apply Updates
  - Establish Base SQL Database Structure
  - Install Anti-Virus Software and Configure Exclusions
  - Install Automated Backup Software and Configure Backup Routines
  - Configure System for Electronic Customer Support (i.e. NetMeeting)
  - Tune System Performance including Operating System and SQL Resources
  - Test High Availability/Disaster Recovery Scenarios (if applicable)
  - Provide Basic System Administrator Training and Knowledge Transfer
  - Document Installation Process and System Configuration
5. **Additional Services Available**

Other **New World** services may be required or requested for the following:

a) additional software training;
b) tailoring of Licensed Standard Software by **New World** technical staff and/or consultation with **New World** technical staff;
c) modifying the Licensed Standard Software;
d) designing and programming Licensed Custom Software; and
e) maintaining modified Licensed Standard Software and/or custom software.

**Customer** may request these additional services in writing using **New World's Request For Service (RFS)** procedure (or other appropriate procedures mutually agreed upon by **Customer** and **New World** and will be provided at the Daily Rate).
EXHIBIT C
STANDARD SOFTWARE MAINTENANCE AGREEMENT (SSMA)

This Standard Software Maintenance Agreement (SSMA) between New World and Customer sets forth the standard software maintenance support services provided by New World.

1. SSMA Period

This SSMA shall remain in effect for a term of five (5) years (the SSMA term) beginning on the delivery of Licensed Standard Software ("Start Date") and ending on the same calendar date at the conclusion of the SSMA term. New World shall provide Customer no-charge SSMA for a period of 365 days from the Start Date.

2. Services Included

New World shall provide the following services during the SSMA term:

a) upgrades, including new releases, to the Licensed Standard Software (prior releases of Licensed Standard Software application packages are supported no longer than nine (9) months after a new release is announced by New World);

b) temporary fixes to Licensed Standard Software (see paragraph 6 below);

c) revisions to Licensed Documentation;

d) reasonable telephone support for Licensed Standard Software on Monday through Friday from 8:00 a.m. to 5:00 p.m. (Eastern Time Zone); and

e) invitation to and participation in user group meetings.

Items a, b, and e above will be distributed to Customer by electronic means.

Additional support services are available as requested by Customer at the Daily Rate.


Customer is advised that if it requests or makes changes or modifications to the Licensed Standard Software, these changes or modifications (no matter who makes them) make the modified Licensed Standard Software more difficult to maintain. If New World agrees to provide maintenance support for Custom Software or Licensed Standard Software modified at Customer's request, or for prior releases of New World's software, then the additional New World maintenance or support services provided shall be billed at the Daily Rate.

4. Billing

Maintenance costs will be billed annually.

5. Additions of Software to Maintenance Agreement

Additional Licensed Standard Software licensed from New World will be added to the SSMA ninety (90) days after delivery. Costs for the maintenance for the additional software will be billed to Customer on a pro rata basis for the remainder of the maintenance year and on a full year basis thereafter.
Exhibit C / STANDARD SOFTWARE MAINTENANCE AGREEMENT

6. Requests for Software Correction on Licensed Standard Software

At any time during the SSMA term, if Customer believes that the Licensed Standard Software does not conform to the warranties provided under this Agreement, Customer must notify New World in writing that there is a claimed defect and specify which feature and/or report it believes to be defective. Before any notice is sent to New World, it must be reviewed and approved by the Customer Liaison. Documented examples of the claimed defect must accompany each notice. New World will review the documented notice and when a feature or report does not conform to the published specifications, New World will provide software correction service at no charge. A non-warranty request is handled as a billable Request For Service (RFS) provided at the Daily Rate.

The no-charge software correction service does not apply to any of the following:

a) situations where the Licensed Standard Software has been changed by anyone other than New World personnel;
b) situations where Customer’s use or operations error causes incorrect information or reports to be generated; and
c) requests that go beyond the scope of the specifications set forth in the current User Manuals.

7. Maintenance Costs for Licensed Standard Software Packages Covered for .NET Server(s)

New World agrees to provide software maintenance at the costs listed below for the New World Licensed Standard Software packages described in Exhibit A.

<table>
<thead>
<tr>
<th>Annual Maintenance Cost</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No charge</td>
<td>$75,000</td>
<td>$75,000</td>
<td>$75,000</td>
<td>$75,000</td>
</tr>
</tbody>
</table>

8. Non-Funding Provision

Assuming all Exhibit A and B products and services have been paid for, and after year two of the SSMA has been paid for and completed, in the event Customer does not appropriate funds to complete payments due under this SSMA, the amount due for the fiscal year not appropriated shall be terminated; provided, however, the Customer shall have given New World ninety (90) days written notice prior to the anniversary date that they are exercising the non-funding provision, and further provided that any other payments due to New World are fully paid, and further provided that New World's obligations and services under this SSMA shall also be terminated. Without Customer’s fulfillment of the above provisions, Customer’s obligation to pay New World the annual SSMA payments remains in effect through the expiration date of this SSMA Agreement.
EXHIBIT D
NEW WORLD SYSTEMS CORPORATION
NON-DISCLOSURE AND SECURITY AGREEMENT FOR THIRD PARTIES

This Agreement, when accepted and executed by New World, grants the undersigned the permission to use and/or have limited access to certain New World Systems® Corporation (New World) proprietary and/or confidential information.

Installed At: City of Pico Rivera
                Customer Name

Located At: 6615 Passons Boulevard
              Pico Rivera, CA 90660-1016

Authorized Signature of Customer:

Name (Please Print or Type) __________________________ Title __________________________ Signature __________________________

In exchange for the permission to use or have access to New World proprietary and/or confidential information, including without limitation, New World software and/or documentation, the organization and individual whose names appear below, agree to the following:

1. No copies in any form will be made of New World proprietary or confidential information without the expressed written consent of New World's President, including without limitation, the following:
   a. Program Libraries, whether source code or object code;
   b. Operating Context Language;
   c. Text or Sample Files;
   d. Program Listings;
   e. Record Layouts;
   f. All written confidential or proprietary information originating from New World including without limitation, documentation, such as user manuals, and/or system manuals; and/or
   g. All New World Product Bulletins and/or other New World Product related materials

2. New World software, New World documentation, or other proprietary or confidential information shall not be used for any purpose other than processing the records of the Customer identified above as permitted in the Customer's Standard Software License and Service Agreement with New World.

3. The undersigned agree(s) that this Agreement may be enforced by injunction in addition to any other appropriate remedies available to New World.

Agreed and Accepted by Third Party (Organization)            Agreed and Accepted by Third Party (Individual)

Organization: ________________________ Individual: ________________________

By: ________________________

Title: ________________________

Date: ________________________ Date: ________________________

Accepted and Approved by New World Systems Corp.

By: ________________________

Title: ________________________

Date: ________________________

City of Pico Rivera, CA
PICO-1811F 0810 Agreement (15L1F 0622) Executable

Page 22 of 28
New World has provided Customer a significant discount in exchange for the privilege of using Customer's site for demonstration purposes. Accordingly, after the Licensed Software has been delivered and installed, Customer agrees to act as a demonstration site for prospective New World customers. Customer also agrees to serve as a reference or remote demonstration site on the telephone for prospective New World customers. By agreeing to be a demonstration site, Customer is not endorsing the New World software and Customer will not actively participate in any type of marketing and advertising campaign for or on behalf of New World. Demonstrations will not include access to confidential or private information.

Demonstrations will be coordinated with the appropriate Customer personnel and will be scheduled to minimize the interruption to Customer's operations. New World will provide Customer ample and reasonable notice for preparation. Hosting site visits shall be at Customer's discretion.
EXHIBIT F
DATA FILE CONVERSION ASSISTANCE

New World will provide conversion assistance to Customer to help convert the existing data files specified below. If additional files are identified after the contract execution, estimates will be provided to Customer prior to New World beginning work on those newly identified files.

1. General

a) This conversion effort includes data coming from one unique data source, not multiple sources.
b) No data cleansing, consolidation of records, or editing of data will be part of the data conversion effort. Data cleansing, removal of duplicate records, and editing must take place by Customer prior to providing the data to New World.
c) For Utilities, if the conversion involves a third-party, a data mapping trip will be required. Accounts that are included in the conversion are as follows:
   1. Active accounts
   2. If no active account exists, the most recent inactive account will be converted
   3. Any account that owes money
   4. Active Services
   5. Consumption History for the current meter on the account
d) For Community Development, if the conversion involves a third-party, a data mapping trip will be required.

2. New World Responsibilities

a) New World will provide Customer with a conversion design document for signoff prior to beginning development work on the data conversion. No conversion programming by New World will commence until Customer approves this document.
b) New World will provide the data conversion programs to convert Customers data from a single data source to the New World Licensed Standard Software for the specified files that contain 500 or more records.
c) As provided in the approved project plan for conversions, New World will schedule a conversion analysis trip and a separate data conversion testing trip to Customer's location. The conversion testing trip for each application is a billable support trip, using standard Exhibit B daily billable rates, which is scheduled in conjunction with the delivery of the converted data to the Customer.
d) New World will provide the Customer up to 3 test sets of the converted data. Additional test sets requested may/will require additional conversion costs.
e) New World will provide the standard conversion record layouts to the Customer and convert the available data elements defined in the standard conversion record layouts.
f) Up to seven years of historic data will be converted by New World.

3. Customer Responsibilities

a) Customer will provide data in standard conversion record layouts as provided by New World. Submitted data files must include an accurate count of records contained in the files.
b) Data will be submitted to New World in one of the following formats: AS/400 files, Microsoft SQL Server database, Microsoft Access database, Microsoft Excel Spreadsheet, or an ASCII-format delimited text file. Data and databases will be transferred using the New World ftp site.
EXHIBIT F: DATA FILE CONVERSION ASSISTANCE

c) **Customer** understands that files or tables containing less than 500 records or table entries will not be converted.

d) As provided in the project plan for conversions, **Customer** will provide a dedicated resource in each application area to focus on conversion mapping and testing. This includes dedicating a support person(s) whenever **New World** staff is on site regarding conversions. Roughly a one to one commitment exists for **Customer** commitment and **New World** commitment. **Customer** understands that thorough and timely testing of the converted data by **Customer** personnel is a key part of a successful data conversion.

e) **Customer** agrees to promptly review conversion deliveries and signoff on both the conversion design document and on the final conversion after the appropriate review. Applying the converted data to the production (live) environment will constitute conversion acceptance by **Customer**.

f) If the **Customer** cannot provide data in the format defined in **New World**'s standard conversion record layouts then **New World** will map the data to **New World**'s standard conversion record layout at the Daily Rate. The **Customer** must provide complete file and field definitions for **New World** to map the data.

Only one data source for each of the following files to be converted:

**Financial**
- General Ledger/Budget History

**Utility**
- Utility Information

**Community Development**
- Business License Information/Contractors
EXHIBIT H
SAMPLE IMPLEMENTATION PLAN

New World uses Microsoft Project 2010 as its project management tool for managing tasks, schedules and resources. A sample Microsoft Project Gantt Chart and a sample Project Plan (including Work Breakdown Structure and Resource Groups) are attached. The dates included in the sample Gantt chart and Project Plan are for illustrative purposes only.

The sample Project Plan dates are calculated based on generic assumptions about typical time frames for completing the tasks included in the plan. The actual Project Schedule could differ significantly from the Sample Plan. The dates included in the sample Project Plan are for illustrative purposes only.

An actual project plan with the appropriate tasks and schedule will be determined upon contract signing and more detailed discussions about the project can take place between Customer and New World staff. The availability of Customer resources to perform tasks, final determination of the overall task list, Customer schedule constraints (seasonal peak workloads, vacations, holidays, commitments of resources needed to support local events, etc.) and the actual project start date must be determined. A typical implementation project of this size and scope usually spans 12-18 months from contract signing through go live. Based on unique Customer circumstances and/or Customer resource constraints, the actual project schedule could differ significantly.

Insert Gantt
<table>
<thead>
<tr>
<th>Task Name</th>
<th>Start Date</th>
<th>Finish Date</th>
<th>Duration</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Document Internal Turnover Meeting</td>
<td>7/13</td>
<td>7/15</td>
<td>3</td>
<td>12</td>
</tr>
<tr>
<td>New World PM</td>
<td>7/16</td>
<td>7/24</td>
<td>8</td>
<td>10</td>
</tr>
<tr>
<td>New World NW</td>
<td>7/27</td>
<td>7/31</td>
<td>5</td>
<td>9</td>
</tr>
<tr>
<td>New World PM</td>
<td>8/1</td>
<td>8/7</td>
<td>7</td>
<td>7</td>
</tr>
<tr>
<td>New World NW</td>
<td>8/8</td>
<td>8/12</td>
<td>5</td>
<td>6</td>
</tr>
<tr>
<td>New World NW</td>
<td>8/13</td>
<td>8/15</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>New World NW</td>
<td>8/16</td>
<td>8/18</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>New World NW</td>
<td>8/19</td>
<td>8/22</td>
<td>4</td>
<td>2</td>
</tr>
<tr>
<td>New World NW</td>
<td>8/23</td>
<td>8/25</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>New World NW</td>
<td>8/26</td>
<td>8/29</td>
<td>4</td>
<td>10</td>
</tr>
<tr>
<td>New World NW</td>
<td>8/30</td>
<td>9/2</td>
<td>3</td>
<td>16</td>
</tr>
<tr>
<td>New World NW</td>
<td>9/3</td>
<td>9/6</td>
<td>4</td>
<td>15</td>
</tr>
<tr>
<td>Date</td>
<td>Task Description</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----------</td>
<td>------------------------------------------------------------</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wed 8/8/15</td>
<td>New Work Customer</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fri 8/7/15</td>
<td>Conduct Start up Meeting</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wed 8/12/15</td>
<td>Perform Business Analysis</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mon 8/10/15</td>
<td>Establish Project Management Plan</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wed 8/12/15</td>
<td>Perform Executive Overview</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wed 8/19/15</td>
<td>Conduct First Meeting and Finish Negotiation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mon 8/24/15</td>
<td>2 -On-site Accurate, Prepare and Business</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fri 8/21/15</td>
<td>Planning Phase - All Applications</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mon 8/24/15</td>
<td>New Work SA - Customer</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tue 8/25/15</td>
<td>Conduct System Assurance Conference Call</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fri 8/21/15</td>
<td>Document Start up Activities Meeting</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mon 7/27/15</td>
<td>Conduct Staff Activities Meeting</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wed 7/29/15</td>
<td>New Work PA</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wed 8/5/15</td>
<td>New Work Customer</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wed 8/12/15</td>
<td>Start up Activities Meeting</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thu 8/13/15</td>
<td>Conduct Staff Activities Meeting</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mon 7/27/15</td>
<td>Start up Activities Meeting</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wed 7/29/15</td>
<td>New Work PA</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Task</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Work Customer</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>- Conduct Call - FM</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>New Work Customer</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>- Executive Go No Review - FM</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>New Work Customer</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>- Conduct Close Out - FM</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>New Work Customer</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>- Transition Phase - FM</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>New Work Customer</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>- Review Customer Plan - FM</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>New Work Customer</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>- Prepare User and Password Training - FM</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>New Work Customer</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>- Introduction and Parallel Training - FM</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>New Work Customer</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>- Functional Testing - FM</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>New Work Customer</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>- Interface Testing - FM</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>New Work Customer</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>- Data Connectivity Testing - FM</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>New Work Customer</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>- Execute Testing - FM</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>New Work Customer</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>- Finalize GMSC and Training - FM</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>New Work Customer</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>- GMSC and Training - FM</td>
<td>1/22/15</td>
<td>1/25/15</td>
</tr>
<tr>
<td>Date</td>
<td>Task Description</td>
<td></td>
</tr>
<tr>
<td>------------</td>
<td>---------------------------------------</td>
<td></td>
</tr>
<tr>
<td>3/13/12</td>
<td>Execute Initial Data Collection</td>
<td></td>
</tr>
<tr>
<td>3/14/12</td>
<td>Apply Standard Application Solution</td>
<td></td>
</tr>
<tr>
<td>3/15/12</td>
<td>Build HR</td>
<td></td>
</tr>
<tr>
<td>3/16/12</td>
<td>Conduct Post-Live Training Support</td>
<td></td>
</tr>
<tr>
<td>3/17/12</td>
<td>Provide Customer Agreement Custom</td>
<td></td>
</tr>
<tr>
<td>3/18/12</td>
<td>A Post-Live Data Conversion</td>
<td></td>
</tr>
<tr>
<td>3/19/12</td>
<td>9 - Performance Post-Live Deliverables</td>
<td></td>
</tr>
</tbody>
</table>

### 5 - Functional Review - HR
- Update Project Plan
- Review Initial Data Collection
- Execute Initial Data Collection
- Apply Standard Application Solution
- Build HR
- Conduct Post-Live Training Support
- Provide Customer Agreement Custom
- A Post-Live Data Conversion
- 9 - Performance Post-Live Deliverables
<table>
<thead>
<tr>
<th>Task</th>
<th>Start Date</th>
<th>Finish Date</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Customer</td>
<td>9/1/2023</td>
<td>9/15/2023</td>
<td>15 days</td>
</tr>
<tr>
<td>New Workstation</td>
<td>9/16/2023</td>
<td>9/30/2023</td>
<td>15 days</td>
</tr>
<tr>
<td>Customer</td>
<td>9/30/2023</td>
<td>10/15/2023</td>
<td>15 days</td>
</tr>
<tr>
<td>New Workstation</td>
<td>10/16/2023</td>
<td>10/30/2023</td>
<td>15 days</td>
</tr>
<tr>
<td>Execute Functional Review</td>
<td>10/31/2023</td>
<td>11/15/2023</td>
<td>15 days</td>
</tr>
<tr>
<td>Customer</td>
<td>11/16/2023</td>
<td>11/30/2023</td>
<td>15 days</td>
</tr>
<tr>
<td>New Workstation</td>
<td>12/1/2023</td>
<td>12/15/2023</td>
<td>15 days</td>
</tr>
<tr>
<td>Customer</td>
<td>12/16/2023</td>
<td>12/30/2023</td>
<td>15 days</td>
</tr>
<tr>
<td>New Workstation</td>
<td>1/1/2024</td>
<td>1/15/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>Customer</td>
<td>1/16/2024</td>
<td>1/30/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>New Workstation</td>
<td>2/1/2024</td>
<td>2/15/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>Customer</td>
<td>2/16/2024</td>
<td>2/30/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>New Workstation</td>
<td>3/1/2024</td>
<td>3/15/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>Customer</td>
<td>3/16/2024</td>
<td>3/30/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>New Workstation</td>
<td>4/1/2024</td>
<td>4/15/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>Customer</td>
<td>4/16/2024</td>
<td>4/30/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>New Workstation</td>
<td>5/1/2024</td>
<td>5/15/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>Customer</td>
<td>5/16/2024</td>
<td>5/30/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>New Workstation</td>
<td>6/1/2024</td>
<td>6/15/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>Customer</td>
<td>6/16/2024</td>
<td>6/30/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>New Workstation</td>
<td>7/1/2024</td>
<td>7/15/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>Customer</td>
<td>7/16/2024</td>
<td>7/30/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>New Workstation</td>
<td>8/1/2024</td>
<td>8/15/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>Customer</td>
<td>8/16/2024</td>
<td>8/30/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>New Workstation</td>
<td>9/1/2024</td>
<td>9/15/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>Customer</td>
<td>9/16/2024</td>
<td>9/30/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>New Workstation</td>
<td>10/1/2024</td>
<td>10/15/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>Customer</td>
<td>10/16/2024</td>
<td>10/30/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>New Workstation</td>
<td>11/1/2024</td>
<td>11/15/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>Customer</td>
<td>11/16/2024</td>
<td>11/30/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>New Workstation</td>
<td>12/1/2024</td>
<td>12/15/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>Customer</td>
<td>12/16/2024</td>
<td>12/30/2024</td>
<td>15 days</td>
</tr>
<tr>
<td>Task Name</td>
<td>Start</td>
<td>Finish</td>
<td></td>
</tr>
<tr>
<td>-----------</td>
<td>-------</td>
<td>--------</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Mon 2/14/14</td>
<td>FFr 6/10/16</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>C. Conduct Post-Live Training Support - HR</td>
<td>Mon 1/25/16 to Fri 3/25/16</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Other Deliverables - HR</td>
<td>Mon 1/25 to Fri 2/19/16</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>B. Provide Customer Agreement Custom</td>
<td>Mon 1/25 to Fri 2/19/16</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>A. Post-Live Data Conversions - HR</td>
<td>Mon 1/25 to Fri 2/19/16</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>9 - Implement Post Go-Live Deliverables - HR</td>
<td>Mon 1/25 to Fri 3/25/16</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Mon 1/28 to Fri 2/22/16</td>
<td>Mon 1/28 to Fri 2/22/16</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Conduct Go-Live - HR</td>
<td>Mon 1/28 to Fri 2/22/16</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Excel Go/No Go Review - HR</td>
<td>Mon 1/28 to Fri 2/22/16</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>7 - Conduct User Training - HR</td>
<td>Mon 1/28 to Fri 2/22/16</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Mon 1/29 to Fri 2/1/16</td>
<td>Mon 1/29 to Fri 2/1/16</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Review Customer Plan - HR</td>
<td>Mon 1/29 to Fri 2/1/16</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Prepare for End User Training - HR</td>
<td>Mon 1/29 to Fri 2/1/16</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Integration and Parallel Testing - HR</td>
<td>Mon 1/29 to Fri 2/1/16</td>
<td></td>
</tr>
<tr>
<td>Task</td>
<td>Description</td>
<td>Start</td>
<td>End</td>
</tr>
<tr>
<td>------</td>
<td>-------------</td>
<td>-------</td>
<td>-----</td>
</tr>
<tr>
<td>1.1</td>
<td>Document outcomes from functional review</td>
<td>Mon 22/11/16</td>
<td>Mon 28/11/16</td>
</tr>
<tr>
<td>1.2</td>
<td>Prepare for functional review sessions</td>
<td>Mon 21/12/16</td>
<td>Mon 28/12/16</td>
</tr>
<tr>
<td>1.3</td>
<td>Functional review - UNM</td>
<td>Mon 1/1/17</td>
<td>Mon 8/1/17</td>
</tr>
<tr>
<td>1.4</td>
<td>Update project artifacts</td>
<td>Mon 21/1/17</td>
<td>Mon 28/1/17</td>
</tr>
<tr>
<td>2.1</td>
<td>Execute Initial data conversion</td>
<td>Mon 21/1/17</td>
<td>Mon 28/1/17</td>
</tr>
<tr>
<td>2.2</td>
<td>Execute Initial configuration and setup</td>
<td>Mon 21/1/17</td>
<td>Mon 28/1/17</td>
</tr>
<tr>
<td>2.3</td>
<td>Prepare master file setup - UNM</td>
<td>Mon 22/1/17</td>
<td>Mon 29/1/17</td>
</tr>
<tr>
<td>2.4</td>
<td>Vendor set-up - UNM</td>
<td>Mon 22/1/17</td>
<td>Mon 29/1/17</td>
</tr>
<tr>
<td>2.5</td>
<td>C. Apply standard application solution</td>
<td>Mon 22/1/17</td>
<td>Mon 29/1/17</td>
</tr>
<tr>
<td>2.6</td>
<td>2. - Standard solution build - UNM</td>
<td>Mon 22/1/17</td>
<td>Mon 29/1/17</td>
</tr>
<tr>
<td>2.7</td>
<td>3. - Install and configure application - UNM</td>
<td>Mon 22/1/17</td>
<td>Mon 29/1/17</td>
</tr>
<tr>
<td>2.8</td>
<td>4. - Prepare for installation - UNM</td>
<td>Mon 22/1/17</td>
<td>Mon 29/1/17</td>
</tr>
<tr>
<td>2.9</td>
<td>5. - Perform installation and configuration - UNM</td>
<td>Mon 22/1/17</td>
<td>Mon 29/1/17</td>
</tr>
<tr>
<td>3.1</td>
<td>Review and Update data conversion - UNM</td>
<td>Mon 28/12/16</td>
<td>Mon 4/1/17</td>
</tr>
<tr>
<td>3.2</td>
<td>Document outcomes from functional review</td>
<td>Mon 1/1/17</td>
<td>Mon 8/1/17</td>
</tr>
<tr>
<td>3.3</td>
<td>3. - Review sessions - UNM</td>
<td>Mon 1/1/17</td>
<td>Mon 8/1/17</td>
</tr>
<tr>
<td>4.1</td>
<td>Customer New Work Doc</td>
<td>Mon 16/12/16</td>
<td>Mon 22/12/16</td>
</tr>
<tr>
<td>4.2</td>
<td>Customer New Work Doc</td>
<td>Mon 16/12/16</td>
<td>Mon 22/12/16</td>
</tr>
<tr>
<td>5.1</td>
<td>New Work Plan</td>
<td>Mon 16/12/16</td>
<td>Mon 22/12/16</td>
</tr>
<tr>
<td>5.2</td>
<td>New Work Plan</td>
<td>Mon 16/12/16</td>
<td>Mon 22/12/16</td>
</tr>
<tr>
<td>6.1</td>
<td>Execute Functional review</td>
<td>Mon 4/1/17</td>
<td>Mon 8/1/17</td>
</tr>
<tr>
<td>6.2</td>
<td>Review and Update data conversion - UNM</td>
<td>Mon 4/1/17</td>
<td>Mon 8/1/17</td>
</tr>
<tr>
<td>6.3</td>
<td>Document outcomes from functional review</td>
<td>Mon 4/1/17</td>
<td>Mon 8/1/17</td>
</tr>
<tr>
<td>6.4</td>
<td>Review sessions - UNM</td>
<td>Mon 4/1/17</td>
<td>Mon 8/1/17</td>
</tr>
<tr>
<td>7.1</td>
<td>Customer New Work Doc</td>
<td>Mon 1/1/17</td>
<td>Mon 8/1/17</td>
</tr>
<tr>
<td>7.2</td>
<td>Customer New Work Doc</td>
<td>Mon 1/1/17</td>
<td>Mon 8/1/17</td>
</tr>
<tr>
<td>8.1</td>
<td>New Work Plan</td>
<td>Mon 1/1/17</td>
<td>Mon 8/1/17</td>
</tr>
<tr>
<td>8.2</td>
<td>New Work Plan</td>
<td>Mon 1/1/17</td>
<td>Mon 8/1/17</td>
</tr>
<tr>
<td>9.1</td>
<td>Deliverables - UNM</td>
<td>Mon 10/1/17</td>
<td>Mon 16/1/18</td>
</tr>
<tr>
<td>9.2</td>
<td>Review and Update data conversion - UNM</td>
<td>Mon 10/1/17</td>
<td>Mon 16/1/18</td>
</tr>
<tr>
<td>9.3</td>
<td>Document outcomes from functional review</td>
<td>Mon 10/1/17</td>
<td>Mon 16/1/18</td>
</tr>
<tr>
<td>9.4</td>
<td>Review sessions - UNM</td>
<td>Mon 10/1/17</td>
<td>Mon 16/1/18</td>
</tr>
<tr>
<td>Stage</td>
<td>Description</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------</td>
<td>-------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Kickoff</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Project Setup</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Analysis and Design</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Development</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Testing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Deployment</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Example Tasks**

- Task 1: Execute Setup
- Task 2: Implement New Feature
- Task 3: Review Documentation

**Key Details**

- Start Date: 5/5/16
- End Date: 7/15/16
- Project Manager: John Doe
- Contact: 123-456-7890

**Table Data**

<table>
<thead>
<tr>
<th>Task ID</th>
<th>Task Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>T1</td>
<td>Execute Setup</td>
</tr>
<tr>
<td>T2</td>
<td>Implement New Feature</td>
</tr>
<tr>
<td>T3</td>
<td>Review Documentation</td>
</tr>
</tbody>
</table>

**Notes**

- Note 1: Review documentation before implementation.
- Note 2: Ensure all users have access to new features.

**Final Review**

- Final Review Date: 7/20/16
- Review Lead: Sarah Smith

**Signatures**

- Signature 1: John Doe
- Signature 2: Sara Smith
<table>
<thead>
<tr>
<th>Task Name</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prepare for Functional Review Sessions - CD</td>
<td>Mon 1/15</td>
<td>Fri 1/19</td>
</tr>
<tr>
<td>Execute Functional Review Sessions - CD</td>
<td>Mon 1/22</td>
<td>Fri 1/26</td>
</tr>
<tr>
<td>Review and Update Core Conversations - CD</td>
<td>Mon 2/19</td>
<td>Fri 2/23</td>
</tr>
<tr>
<td>Deliverables CD</td>
<td>Mon 2/26</td>
<td>Fri 2/29</td>
</tr>
<tr>
<td>Update Project Artifacts</td>
<td>Mon 3/1</td>
<td>Fri 3/3</td>
</tr>
<tr>
<td>Review and Update Other Materials and New World BOC</td>
<td>Mon 3/8</td>
<td>Fri 3/12</td>
</tr>
<tr>
<td>Customer-New World BOC</td>
<td>Mon 3/15</td>
<td>Fri 3/19</td>
</tr>
<tr>
<td>Document Outcomes from Functional Review</td>
<td>Mon 3/26</td>
<td>Fri 3/30</td>
</tr>
<tr>
<td>Sessions - CD</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Execute Core Configuration and Training - CD</td>
<td>Mon 3/30</td>
<td>Fri 4/2</td>
</tr>
<tr>
<td>Review Core Configuration and Training - CD</td>
<td>Mon 4/6</td>
<td>Fri 4/9</td>
</tr>
<tr>
<td>Execute Test - CD</td>
<td>Mon 4/13</td>
<td>Fri 4/16</td>
</tr>
<tr>
<td>Deviation Form - CD</td>
<td>Mon 4/20</td>
<td>Fri 4/23</td>
</tr>
<tr>
<td>Execute Conversion Testing - CD</td>
<td>Mon 4/27</td>
<td>Fri 4/30</td>
</tr>
<tr>
<td>Customer</td>
<td>Mon 5/4</td>
<td>Fri 5/7</td>
</tr>
<tr>
<td>New World BOC</td>
<td>Mon 5/11</td>
<td>Fri 5/14</td>
</tr>
<tr>
<td>New World BOC</td>
<td>Mon 5/18</td>
<td>Fri 5/21</td>
</tr>
<tr>
<td>Customer-New World BOC</td>
<td>Mon 5/25</td>
<td>Fri 5/28</td>
</tr>
<tr>
<td>New World New</td>
<td>Mon 6/1</td>
<td>Fri 6/4</td>
</tr>
<tr>
<td>New World New</td>
<td>Mon 6/8</td>
<td>Fri 6/11</td>
</tr>
<tr>
<td>Customer-New World BOC</td>
<td>Mon 6/22</td>
<td>Fri 6/25</td>
</tr>
<tr>
<td>New World New</td>
<td>Mon 7/19</td>
<td>Fri 7/23</td>
</tr>
<tr>
<td>Customer-New World BOC</td>
<td>Mon 7/26</td>
<td>Fri 7/29</td>
</tr>
<tr>
<td>New World New</td>
<td>Mon 8/2</td>
<td>Fri 8/5</td>
</tr>
<tr>
<td>New World New</td>
<td>Mon 8/9</td>
<td>Fri 8/12</td>
</tr>
<tr>
<td>Customer-New World BOC</td>
<td>Mon 8/16</td>
<td>Fri 8/19</td>
</tr>
<tr>
<td>New World New</td>
<td>Mon 8/23</td>
<td>Fri 8/26</td>
</tr>
<tr>
<td>Customer-New World BOC</td>
<td>Mon 9/2</td>
<td>Fri 9/5</td>
</tr>
<tr>
<td>New World New</td>
<td>Mon 9/9</td>
<td>Fri 9/12</td>
</tr>
<tr>
<td>Customer-New World BOC</td>
<td>Mon 9/16</td>
<td>Fri 9/19</td>
</tr>
<tr>
<td>New World New</td>
<td>Mon 9/23</td>
<td>Fri 9/26</td>
</tr>
<tr>
<td>Customer-New World BOC</td>
<td>Mon 9/30</td>
<td>Fri 10/3</td>
</tr>
<tr>
<td>New World New</td>
<td>Mon 10/7</td>
<td>Fri 10/10</td>
</tr>
<tr>
<td>Customer-New World BOC</td>
<td>Mon 10/14</td>
<td>Fri 10/17</td>
</tr>
<tr>
<td>New World New</td>
<td>Mon 10/21</td>
<td>Fri 10/24</td>
</tr>
<tr>
<td>Customer-New World BOC</td>
<td>Mon 10/28</td>
<td>Fri 10/31</td>
</tr>
<tr>
<td>New World New</td>
<td>Mon 11/4</td>
<td>Fri 11/7</td>
</tr>
<tr>
<td>Customer-New World BOC</td>
<td>Mon 11/11</td>
<td>Fri 11/14</td>
</tr>
<tr>
<td>New World New</td>
<td>Mon 11/18</td>
<td>Fri 11/21</td>
</tr>
<tr>
<td>Customer-New World BOC</td>
<td>Mon 11/25</td>
<td>Fri 11/28</td>
</tr>
<tr>
<td>New World New</td>
<td>Mon 12/2</td>
<td>Fri 12/5</td>
</tr>
<tr>
<td>Customer-New World BOC</td>
<td>Mon 12/9</td>
<td>Fri 12/12</td>
</tr>
<tr>
<td>New World New</td>
<td>Mon 12/16</td>
<td>Fri 12/19</td>
</tr>
<tr>
<td>Customer-New World BOC</td>
<td>Mon 12/23</td>
<td>Fri 12/26</td>
</tr>
<tr>
<td>New World New</td>
<td>Mon 1/6/13</td>
<td>Fri 1/9/13</td>
</tr>
<tr>
<td>Project Summary</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
City of Pico Rivera
California

Statement of Work

Prepared by:
New World Systems

888 West Big Beaver Road, Suite 600
Troy, Michigan 48084
Phone: (248) 269-1000
www.newworldsystems.com

June 11, 2015
## General Information

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Project Manager</th>
<th>Business Owner (Key Sponsor)</th>
<th>Provider Single Point of Contact</th>
</tr>
</thead>
</table>

## Document Preparation Information

<table>
<thead>
<tr>
<th>Author</th>
<th>Date</th>
<th>Organization Name</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Phone Number</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>File Location (link)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

## Distribution and Approvals

<table>
<thead>
<tr>
<th>Name</th>
<th>Title and Organization</th>
<th>Signature</th>
<th>Approval Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Change History

<table>
<thead>
<tr>
<th>Date</th>
<th>Change Description</th>
<th>Approved By</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Table of Contents

**STATEMENT OF PURPOSE** ................................................................. 1

**GENERAL ASSUMPTIONS** .................................................................. 2

**NEW WORLD AND CUSTOMER STAFF** ........................................... 3

**NEW WORLD SYSTEMS PROJECT METHODOLOGY OVERVIEW** ....... 5

**PHASE: INITIATION** ........................................................................... 8
  - **Step 1: Conduct Start-up Activities** ........................................... 9

**PHASE: PLANNING** .......................................................................... 14
  - **Step 2: On-Site Account Management Planning Meeting** ....... 15
  - **Step 3: Complete and Approve Project Plan** ............................ 21

**PHASE: CONSTRUCTION** ................................................................. 26
  - **Step 4: Standard Solution Build** ............................................. 27
  - **Step 5: Functional Review** ...................................................... 30
  - **Step 6: Finalize Configuration** ................................................. 32

**PHASE: TRANSITION** ...................................................................... 35
  - **Step 7: Conduct User Training** ............................................... 36
  - **Step 8: Conduct Go-Live** ....................................................... 37
  - **Step 9: Implement Post Go-Live Deliverables** ....................... 39

**PHASE: CLOSING** .......................................................................... 42
  - **Step 10: Project Closure Activities** ........................................ 43
This Statement of Work (SOW) defines the principal activities and responsibilities of City of Pico Rivera, CA, (Customer) and New World for the implementation of an integrated system consisting of:

<table>
<thead>
<tr>
<th>LOGOS Modules and Functions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Management</td>
</tr>
<tr>
<td>Human Resources/Payroll</td>
</tr>
<tr>
<td>Community Development Suite</td>
</tr>
<tr>
<td>eSuite</td>
</tr>
</tbody>
</table>

The integrated technology shall be provided by New World to transition from the existing technology supporting Customer's participants and to support Customer's operation.

This SOW requires that New World and Customer provide the management leadership and staff commitment to fulfill their responsibilities as described in the Agreement.
1. This Statement of Work will be utilized by New World and Customer to manage implementation of the New World technology and to transition Customer from its existing technologies and operation to the technology provided and described in the Agreement.

2. Work will be performed at Customer's location and New World's project offices and will be performed on business days during Customer's normal business hours, except when both parties agree otherwise.

3. The project consists of the delivery, installation, configuration, testing, implementation and go-live of the Licensed Standard Software that provides the functionality and operation described in this Agreement.

4. Additional work activities and software functionality not described in the Statement of Work will be considered a change to this project and will be authorized by Customer using the Project Change Request.

5. Customer and New World expect and agree that the Statement of Work will be modified from time to time, especially after New World gains a more complete understanding of Customer's existing technologies, business practices and operations.

6. The time for the project to go-live is within 12 months of contract execution, unless there is City-caused delay, in which case the time for performance shall be extended.
NEW WORLD EXECUTIVE SPONSORS

Sandra Viselli, Vice President Customer and Product Operations
Mr. Viselli is the New World Executive responsible for professional services and support for all projects. He will stay actively involved in the project implementation and will attend several on-site project status meetings.

Andrew Breeden, Professional Services Manager
Mr. Breeden and his team of project managers and trainers are responsible for the implementation of the Customer project. He will be active in the project implementation and scheduling of resources. In addition, he will have direct contact on a regular basis with the Customer Project Manager to ensure the highest level of satisfaction during project implementation.

PROJECT TEAM

Steve Diniolis, Project Manager
Mr. Diniolis will be assigned as Project Manager for this assignment. Mr. Diniolis is a west coast-based, experienced New World implementation and PMI-certified project leader. The Project Manager may provide some of the initial set up and training and will also be a technical liaison to New World. In addition, the Project Manager will generate all status reports and correspondence.

Ron Vedder & Esther Wilson, New World Consulting Resources
Mr. Vedder and Ms. Wilson will be assigned as ongoing consulting resources for the implementation. Our consulting resources provide guidance and oversight into best practices and overall recommendations for the management of change throughout the implementation process. Mr. Vedder and Ms. Wilson will work closely with the Project Manager and Installation Support resources to help realize objectives for the implementation.

Jacquelyn Tramper & Justin Johnson, New World On-Site Installation Support
These professionals will be assigned to the implementation of the New World deliverables. Ms. Tramper and Mr. Johnson will facilitate the initial configuration and solution tailoring; will guide solution review, validation and testing; and will play key roles in end User Training. Additionally, the Installation Support team coordinates any additional implementation resource needs with the New World Project Manager and Consulting staff.
CUSTOMER EXECUTIVE SPONSORS

TBD, Customer Senior Manager
TBD will be the primary senior management contact for New World. He/She will be responsible for senior management communications regarding the overall relationship, contractual matters, gaining approvals from funding sources when necessary, overseeing Customer project governance and will coordinate any senior management activities of Customer’s staff in fulfilling the Customer’s responsibilities within this SOW and the Agreement.

TBD, Customer Project Manager
TBD will be the primary contact for New World. He/She will be responsible for communication with the Customer regarding project progress, issues and/or changes and will coordinate and manage activities of Customer’s staff in fulfilling the Customer’s responsibilities within this SOW and the Agreement.

TBD, System Administrator
The System Administrator (SA) will be responsible to ensure Customer’s network, servers and client (PC) environment (i.e., Customer’s hardware and system software infrastructure) is installed and maintained properly; provide operational support of Customer’s hardware and system software infrastructure; provide operational support for New World Standard Software to Customer’s user staff and perform backup, recovery and routine update procedures for New World’s Licensed Standard Software.
NEW WORLD SYSTEMS PROJECT METHODOLOGY OVERVIEW

The focus of New World’s Project Manager, Program Management Office (PMO), services team, support team and all personnel associated with this project is to assist the customer complete their project successfully.

Since its inception, New World has successfully completed thousands of customer projects and developed a standard project management methodology that is predictable, repeatable, lowers risk and maximizes customer success. This standard approach, the New World Project Implementation Methodology (PIM), is based upon a combination of Project Management Institute (PMI) guidelines (PMBOK) and years of successful New World project management activity deploying public safety solutions.

The New World PIM is the standard process that New World follows for all project implementations. Projects are divided into five distinct phases during implementation:

1. **Initiation** – Engage project management, establish initial communication channels and begin planning
2. **Planning** – Create and approve the Project Plan
3. **Construction** – Execute the Project Plan to build, configure and review the system to verify system readiness
4. **Transition** – Train users, perform data conversion, execute go live, complete post-go live activities and finalize customer application customizations
5. **Closing** – Review and approve the project closure, disengage project management and formally transfer customer to Account Management team

Each phase consists of one or more steps. Each step includes:

1. **New World responsibilities** – Activities New World staff is responsible to perform
2. **Customer responsibilities** – Activities customer staff is responsible to perform
3. **Inputs (prerequisites)** – Items that must be completed prior to the start of the step and are used during the step
4. **Outputs (completion criteria)** – Items that must be completed during the step and are requirements in order to consider the step complete (outputs are often the inputs of future steps and must be completed in order to keep the project on track)

A diagram of the Project Implementation Methodology is shown on the following page. Although the steps on the diagram are sequential, over time, steps will overlap.
The key tasks and related project deliverables that comprise the work breakdown structure (WBS) of the Project Implementation Methodology are shown in the diagram on the following page. Each step and project deliverable are described in detail in the sections following this diagram. The full work WBS is embedded in the Project Schedule template (mpp), which is used in conjunction with this methodology.
Purpose: Engage project management, establish initial communication channels and begin planning.

**Description of Phase:** The Initiation Phase consists of one step. During this Phase, the New World and Customer Project Managers are assigned and the New World Sales representative initiates the formal transition of the project to the New World Operations team. This team includes Executive Sponsorship, Senior Program Leadership, Program Office Management (PMO) governance, Project Management and Delivery Center specialists. In this Phase, this Operations team establishes a foundation for program governance, retention of project artifacts and takes ownership of the Customer communications and the execution of the Customer Agreement.

---

**New World Systems Project Implementation Methodology**

<table>
<thead>
<tr>
<th>Initiation</th>
<th>Planning</th>
<th>Construction</th>
<th>Transition</th>
<th>Closing</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>START</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conduct Start Activities</td>
<td></td>
<td>Complete and Adjust Project Plan</td>
<td>Conduct User Training</td>
<td>Project Closure Activities</td>
</tr>
<tr>
<td>8. Test Includes Customer Executive Review Meetings</td>
<td></td>
<td></td>
<td>Requires Authorized Customer Approval</td>
<td></td>
</tr>
</tbody>
</table>
Step 1: Conduct Start-up Activities

Initiation Phase: Step 1 – Conduct Start-up Activities

A. Project Initiation

Overview: Within one week of Customer Agreement execution, the Customer’s project will be initiated. Key activities include:

1. Initial call to the Customer to set the date and time for a Start-up Activities conference call
2. PMO establishes framework for project execution and governance (e.g., project metrics/status reporting, project artifact storage)
3. Execution of the Customer Agreement is assigned to a delivery team (e.g., Executive Sponsor, Project Manager)

New World responsibilities: The Sales Representative is responsible for the initial call to the Customer and the PMO is responsible for initiating the project at New World and establishing the framework for governance.

Customer responsibilities: None

Inputs (prerequisites):
1. Customer Agreement
2. Turnover Document

Outputs (completion criteria):
1. Phone call with Customer
2. Storage of project artifacts and governance framework established on the Project Management Portal
B. Perform Internal Turnover

Overview: The assigned New World Project Manager will coordinate and facilitate an internal turnover meeting with key staff members associated with project planning, development and implementation. Key staff members include:

- New Account Sales/Customer Care Manager
- Solution Consulting Practice Manager(s)
- Solution Consulting Administrative Assistant
- System Assurance Manager / Technical Lead
- PMO Manager
- Project Manager
- Professional Services Manager
- Data Conversion Manager
- Interface Manager
- Customer Support Account Manager
- Others as needed

New World responsibilities: Individual responsibilities are described below:

Project Manager:

1. Review the Customer Agreement and Customer Agreement Assessment Report
2. Review Turnover Document
3. Coordinate and schedule meeting
4. Create and distribute meeting agenda
5. Conduct meeting
6. Facilitate a discussion that defines delivery structure and proposed project schedule for this project (e.g., application build approach/WBS, Delivery Center Technical Leadership, anticipated timeline)
7. Initiate the Project Management Plan and Project Binder (internal document)
8. Document action items, issues and risks in Project Management Plan

Other New World employees:

1. Prior to the meeting,
   a. PMO creates the Customer Agreement Assessment Report. They review the project initiation documents (e.g., Customer Agreement, Turnover Document), highlight key deliverables, customer expectations, terms and conditions and verify that the Customer billing plan conforms to the Customer Agreement.
   b. PMO will create an initial Project Schedule where the WBS is aligned with the deliverables defined in the Customer Agreement.
   c. Each attendee will review all project related information, i.e., Customer Agreement, internal documentation, meeting agenda, etc.
2. Attendees will prepare questions and observations requiring further discussion
3. Attend meeting and discuss agenda items
4. Document and follow up on any items requiring their attention
CITY OF PICO RIVERA, CA

STATEMENT OF WORK

Customer responsibilities: None

Inputs (prerequisites):
1. Turnover Document (internal document)
2. Customer Agreement
3. Project Manager assigned
4. Customer Agreement Assessment Report (internal use only)
5. Project Management Plan
6. Project Schedule Template
7. Project Binder (internal document)

Outputs (completion criteria):
1. Tracking system updated with entries (cases) for Customer contract deliverables
2. First iteration of the Project Schedule, Project Management Plan and Project Binder

Proprietary and Confidential
C. Conduct Start-up Activities Meeting

Overview: The Project Manager will facilitate a meeting with the Customer. The objectives for this meeting are:

1. Introduction of New World's Project Manager and Executive Management team
2. Describe key teams/groups and identify their roles and responsibilities during the project
3. Discuss expectations of Customer and New World
   a. Senior Customer leadership will be required for executive project reviews and signing approval documents
   b. Project timeframes
4. Discuss New World Project Methodology Overview
5. Discuss Account Management Planning meeting agenda and objectives
6. Set date for on-site Account Management Planning meeting and discuss site preparation
7. Discuss keys to projects success
8. Schedule System Assurance Phone conference
9. Obtain topology diagram of Customer's network

New World responsibilities: The Sales Representative is responsible for arranging and coordinating the meeting through the initial Customer phone call.

Customer responsibilities: Attend meeting and be prepared to discuss agenda items. Supply updated topology diagram of the network.

Inputs (prerequisites):
1. Pre-Trip Report (if conducted on site)
2. Standard Meeting Agenda and Presentation template for meeting
3. Project Management Plan
4. Initial Project Schedule

Outputs (completion criteria):
1. Post-Trip Report (when conducted on site) or follow-up email (when conducted remotely via conference call)
2. Updated Project Schedule
   a. Initial baseline based on project size and deliverables
   b. Initial Customer meeting activities defined
3. Customized meeting agenda and presentation
4. Updated Project Status record, include initial project baseline dates
5. Updated Project Management Plan (e.g., action items, issues, risks identified)
6. Supporting documentation
7. Project Managers, Executive Manager and Subject Matter Experts (SMEs) roles reviewed
8. Customer supplied topology diagram of the network
9. Scheduled System Assurance Phone Conference

New World
D. Supporting Conference Calls

Overview: The System Assurance Technical Lead will work with the Project Manager to coordinate and facilitate a conference call with the Customer to address System Assurance planning/analysis. The key objective of this conference call is to ensure the Customer understands what information is needed for the System Assurance process to be successful and to establish an agreed upon timeline for this information.

New World responsibilities: System Assurance Technical Lead facilitates conference call with the Customer and New World technical resources to address the initial System Assurance planning and analysis.

Customer responsibilities: Customer leadership and technical resources participate in conference call(s) to address the initial System Assurance planning and analysis. Customer to complete relevant survey(s) and data collection documents (after completion of the conference call).

Inputs (prerequisites):
1. System Assurance conference calls scheduled
2. System Assurance meeting agendas and presentation templates
3. Relevant survey, data collection templates

Outputs (completion criteria):
1. Completed System Assurance Conference
2. Customized System Assurance meeting agenda and presentation template
3. Updated Project Management Plan (e.g., action items, issues identified)
4. Updated Project Schedule
5. Survey and data collection documents (completed by the Customer)
6. Supporting documentation
7. Store project artifacts and update status of project on Project Management Portal
**Purpose:** Create and approve the Project Management Plan.

**Description of Phase:** The Planning Phase consists of two steps. During this Phase, New World and Customer Project Managers organize the project, establish project teams, confirm requirements, develop the Project Plan and obtain senior management approval for the Project Plan.

---

**New World Systems Project Implementation Methodology**

<table>
<thead>
<tr>
<th>Initiation</th>
<th>Planning</th>
<th>Construction</th>
<th>Transition</th>
<th>Closing</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Start</strong></td>
<td></td>
<td></td>
<td><strong>End</strong></td>
<td><strong>End</strong></td>
</tr>
<tr>
<td>Conduct Site Activities</td>
<td>Accept Project Plan</td>
<td>Complete and Accept Project Plan</td>
<td>Conduct User Training</td>
<td>Phase Close Activities</td>
</tr>
<tr>
<td></td>
<td>Accept Project Plan</td>
<td>Functional Review</td>
<td>Conduct Observe</td>
<td>(Stop)</td>
</tr>
<tr>
<td></td>
<td>Standard Design Build</td>
<td></td>
<td>Implement Post</td>
<td>Step</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Deliverables</td>
<td></td>
</tr>
</tbody>
</table>

**Legend:**
- [ ] Task includes Customer Executive Review Meetings
- [ ] Requires Authorized Customer Signoff
Step 2: On-Site Account Management Planning Meeting

**Planning Phase: Step 2 - Acct Mgmt Planning Meeting**

- A. Conduct Account Management Planning Meeting
- B. Conduct Application Validation Std Workshop
- C. Perform Data Conversion Analysis (when applicable)

**A. Conduct Account Management Planning Meeting**

**Overview:** During this event, the assigned New World Project Manager will coordinate a series of on-site meetings with key Customer and SMEs associated with project planning, development, and implementation. In addition, we will conduct a high level review of the Customer's business practices, environment and workflow to examine their fit into the New World software product. In this series of meetings, New World and the Customer will establish project methods, project acceptance criteria and governance. Key topics include:

1. Executive overview with Executive Management and identification of Customer Executive Sponsor(s)
2. Review of project scope (Customer Agreement, project methodology) with Customer project management
3. Development of the Project Management Plan
4. Discuss initial Project Schedule and resource management policy
5. Presentation of the overall implementation strategy, roles, responsibilities and keys to project success
6. High level review of Customer workflows and policies to establish the foundation to facilitate discussions related to a proposed timeline, custom requirements and an initial training schedule
7. Address go-live requirement for data conversions

**Key meeting participants include:**

1. Senior/Executive Sponsor
2. General Manager Professional Services
3. New Account Sales or Customer Care Account Manager
4. New World Project Manager
5. Customer Senior Management/Exec Sponsor
6. Customer Project Manager
7. Customer SMEs
New World Responsibilities: During this event, the Project Manager (and/or designee) will meet with Customer staff and review requirements for the various items listed above. Once complete, the Project Manager (and/or designee) will document the requirements and distribute the information to the appropriate members of the implementation team. The New World Project Manager responsibilities include:

1. Establish framework for account management, roles and responsibilities of New World and Customer
2. Review Customer Agreement
3. Review project methodology
4. Establish initial Project Management Plan
   a. Roles and Responsibilities
   b. Communication Plan
   c. Risk Management Plan
   d. Initial issues / concerns
5. Propose initial Project Schedule
6. Define an initial Training Plan
7. Update the Project Management Plan and Project Schedule
8. Create the initial requirement definition for custom requirements (e.g., software modifications, custom interfaces, data conversion); clearly define implementation timing (e.g., go-live vs. post go-live).
9. Conduct Executive Sponsorship meeting

Once compiled, documents will be provided to the Customer for review.
Customer Responsibilities: The Customer is responsible for:

1. Site preparation (conference rooms, audio visual equipment, etc.)
2. Meeting coordination with Executive Sponsors, supervisors, SMEs to support all contracted modules and functions, including but not limited to:

<table>
<thead>
<tr>
<th>LOGOS Modules and Functions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Management</td>
</tr>
<tr>
<td>Human Resources: Payroll</td>
</tr>
<tr>
<td>Community Development Suite</td>
</tr>
<tr>
<td>eSuite</td>
</tr>
</tbody>
</table>

3. Agreement to account management framework, relationship approach and time schedule for project reviews
4. Attending and participating in the Account Management Planning Meeting
5. Providing the necessary technical specifications on interfaces
6. Providing complete user stories for custom enhancements
7. Providing liaison support with agencies and vendors required to support interfaces
8. Identifying any non-standard New World reports not yet identified or included in the Customer Agreement
9. Providing appropriate technical staff necessary to complete technical surveys
10. Reviewing all documentation compiled through this process, including the Requirements Document(s) submitted by New World and identifying specific issues in writing.

Inputs (prerequisites):
1. Customer Agreement
2. Meeting Agenda / Pre-Trip Report
3. Presentation template
4. Resource Management Policy
5. Customer completed surveys, data collection documents
6. Standard workflow templates (when applicable)
7. Project Management Plan
8. Project Binder (internal document)
9. Data Conversion, System Assurance templates (when applicable)
10. Initial Project Schedule
11. Topology diagram of Customer's network
12. Customer Agreement
13. Requirements Definition template

Outputs (completion criteria):
1. Post-Trip Report
2. Framework established for account management, rules and responsibilities of New World and Customer
3. Customer Agreement reviewed
4. Project methodology and planning templates reviewed
5. Agreement on initial Project Schedule and initial Training Plan
6. Initial Requirement Definitions (e.g., software modifications, custom interfaces, data conversion),
   clearly defined implementation timing (e.g., go-live vs. post go-live)
7. Define timeframe for next Executive Sponsorship discussion
8. Change Order (when applicable)
9. Contract Addendum (when applicable)
10. Updated Project Management Plan
11. Updated Project Binder (internal document)
12. Updated Project Schedule
   a. All activities sequenced (dependencies applied)
   b. Project Schedule defined
13. Supporting documentation
14. Store project artifacts and update status of project on Project Management Portal
8. Conduct Application Validation Set Workshop

Overview: During this event, New World will conduct Application Validation Set Training for designated Customer SME personnel to acquire the knowledge necessary to define the validation sets that are necessary to configure the initial application database. In this workshop, the Customer SME team will learn about the different types of information that must be defined and the method to communicate the validation set data.

New World responsibilities:
1. Provide up-to-date user manuals to workshop participants
2. Instruct Customer personnel on the validation sets information and process for the various contracted modules and associated application database

Customer responsibilities:
1. Convene workshop team of SMEs for this training
2. Attend and participate in the Application Validation Set Training

Inputs (prerequisites):
1. Pre-Trip Report
2. Training material
3. Validation Set workbook(s)
4. Training room with computers running New World application

Outputs (completion criteria):
1. Post-Trip Report
2. Updated Project Plan
3. Updated Validation Set workbook(s)
C. Perform Data Conversion Analysis

**Overview:** Using the established guidelines from the contract, prepare Customer and New World for data conversion and migration. New World will analyze Customer source data, develop and deliver a Data Conversion/Migration Plan. This process will be initiated during the on-site Account Management Planning meeting(s).

**New World responsibilities:**

1. With Customer assistance, New World will analyze existing Customer source data; during this analysis process, New World will determine compatibility with the New World database structures and the viability of a conversion or migration to the New World database.
2. Develop and deliver a Data Conversion/Migration Plan. The plan will identify data sources to be converted, data sources to be migrated, database types, database design and any detected data mapping concerns.
3. When required, develop change order that reflects differences between the Customer Agreement and Customer’s desired data conversion.

**Customer responsibilities:**

1. Provide New World with a representative sample of the data to be converted on mutually agreeable transmission media:
   a. Assist New World in analyzing source data
   b. Live in source system
2. Review the Data Conversion/Migration Plan

**Inputs (prerequisites):**

1. Data Conversion Packet
2. Sample data from Customer

**Outputs (completion criteria):**

1. Data Conversion/Migration Plan
2. Customer review and sign off on the Data Conversion/Migration Plan
3. Signed change order, when required
Step 3: Complete and Approve Project Plan

Planning Phase: Step 3 – Complete and Approve Project Plan

A. Draft the Project Plan

Overview: The purpose of this event is to review the information captured during the Planning Phase, finalize key decisions and prepare to finalize the overall Project Plan. It is important to note that the Project Plan includes all documents prepared during the Planning Phase:

1. Project Management Plan
   a. Roles and Responsibilities
   b. Communication Plan
   c. Risk Management Plan
   d. Action Items
   e. Issues
   f. Key Decisions - Changes
2. Project Schedule
3. Supporting documents
4. Initial Requirement Definition for Customer Deliverables
5. Initial Training Plan

New World responsibilities: During this process, the New World Project Manager will meet with the Customer project team and review the information documented in the Planning Phase. The Project Manager will then draft and publish the Project Plan that will be submitted for approval.

Customer responsibilities: Support finalization of the Project Plan, providing SMEs as needed.

Inputs (prerequisites):
1. Pre-Trip Report (if conducted on site)
2. Requirements Document(s)
3. Initial Training Plan
4. Information referenced from legacy system(s) as well as New World software
5. Project Management Plan
6. Project Binder (internal document)
7. Project Schedule
Outputs (completion criteria):

1. Post-Trip Report (if conducted on site)
2. Updated Project Management Plan
3. Updated Project Binder (internal document)
4. Updated Project Schedule
5. Updated Requirements Document(s), including sign-offs (where applicable)
6. Updated supporting documentation
7. Proposed resource schedule
B. Finalize Project Plan

Overview: At this stage of the project, significant information has been gathered regarding the Customer’s current operations and how the New World application implementation needs to occur to be successful. Based on this information, a final Project Plan must be developed that maps out the activities, deliverables, and deadlines required by the project team.

New World responsibilities: The New World Project Manager will finalize the Project Plan to meet the requirements of a successful implementation, while establishing clear ownership of activities, deadlines, and timeframes for each step of the implementation. The Project Plan provides detailed instructions to the entire Customer team and once approved, is the guiding light for all project activity moving forward.

1. Review with Customer personnel the identified implementation tasks, priorities, interdependencies, team members, resources, and other requirements to approve the final Project Plan.
2. The Project Management Plan, Project Schedule, and supporting documentation are finalized as part of this step because these documents comprise the Project Plan that is reviewed as part of the acceptance criteria to move the project to the Construction Phase as defined in Review and Approve Project Plan.

Customer responsibilities: In tandem with New World project personnel, analyze identified requirements of the Project Plan and make such implementation decisions as are reasonably required to finalize the plan.

Inputs (prerequisites):

1. Customer Agreement
2. Proposed resource schedule
3. Project Plan
   a. Project Management Plan
   b. Project Schedule
   c. Project Configuration Plan and supporting documents/plans
   d. Updated Requirements Document(s), including sign-offs
   e. Supporting documents

Outputs (completion criteria):

1. Updated Project Plan
2. Confirmed resource schedule (90-day lock)
3. Store project artifacts and update status of project on Project Management Portal
C. Review and Approve Project Plan

Overview: The objective of this task is to approve the Project Plan based upon the activities and work processes discovered during the Planning Phase. The resulting document defines the specific project tasks, timelines for completion and ownership of each activity throughout the remainder of the project.

New World responsibilities:
1. Deliver the final Project Plan to Customer
2. Review the Project Plan with Customer personnel and make mutually agreed upon modifications
3. Upon mutual acceptance of the Project Plan, establish the document as the baseline for the remainder of the project
4. Review 90-day lock resource scheduling policy

Customer responsibilities:
1. Review the final Project Plan and document any specific deficiencies found with the Plan within ten (10) business days
2. Sign off on final iteration of the Plan by Customer Project Manager and Executive Manager

Inputs (prerequisites):
1. Pre-Trip Report (if conducted on site)
2. Final Project Plan
3. Supporting Documentation

Outputs (completion criteria):
1. Post-Trip Report (if conducted on site)
2. Final accepted Project Schedule: second baseline for project created based on actual timeline (initial baseline based on project size)
3. Updated Project Status Record; ensure new project baseline dates are reflected
4. Signed approval for the Project Plan
   a. Project Schedule
   b. Supporting documents/plans
   c. Requirements Documents(s); including sign-offs (where applicable)
   d. Project Management Plan
   e. Supporting Documentation
      i. Data conversion
D. Prepare Internal Team

Overview: During this portion of the implementation, the Project Manager meets with the New World team to discuss the requirements of the Project Plan and their individual responsibilities to deliver a successful project.

New World responsibilities: The New World Project Manager will be responsible for the following:

1. Prepare and coordinate the team briefing
2. Ensure all project documents are stored on the portal and are available to the team
3. During the meeting, the Project Manager will review the Project Plan and supporting (applicable) documents
4. The Project Manager will review with the individual team members their roles and responsibilities associated with the implementation

Customer responsibilities: None

Inputs (prerequisites):

1. Agenda
2. Final Project Plan
   a. Project Schedule
   b. Supporting documents/plans
   c. Requirements Documentation
   d. Project Management Plan
   e. Supporting Documentation
      i. Data conversion
      ii. System Assurance
3. Project Binder (internal document)
4. Customer Agreement
5. Resource schedule

Outputs (completion criteria):

1. Updated Project Plan
2. Project team prepared to build application solution
Purpose: Execute the Project Plan to build, review and configure the system to verify system readiness.

Description of Phase: The Construction Phase consists of three steps. During this Phase, New World and Customer Project Managers lead the project, coordinate project team activities, communicate direction, report on project progress and monitor resources. The team's focus during this Phase is to execute the Project Plan. Customer and New World project teams install the system, implement the database, review the configuration. apply final application configuration requirements and lay the groundwork to migrate to the New World application.

New World Systems Project Implementation Methodology

The methodology diagram indicates that each step of the Construction Phase follows the previous step, but many of these steps occur concurrently.

In addition, when the Customer requires the conversion of existing data and/or implementation of custom interfaces to bring the applications into a live production environment, some (or all) of the tasks defined in the Transition Phase. Step 9. Implement Post Go-Live Deliverables, may occur during the Construction Phase (this is dependent upon the Project Plan developed and agreed upon in the Planning Phase).
A. Technical System Setup

**Overview:** During this step, New World validates and finalizes the Customer's hardware configuration, software requirements and implementation. The result of this effort is documented in the Site Plan.

New World will install the Licensed Standard Software and standard database on Customer supplied servers and configure system to meet application specifications.

**New World responsibilities:** Configure the system as required and provide knowledge transfer to the System Administrator.

New World will install and configure the application specific server and train Customer personnel on configuration procedures. For each configuration, New World personnel will:

1. Verify with Customer personnel the computer processor(s), operating system software, third party software, printers, network communications and other related components supplied by Customer
2. Establish the initial application database using the validation set workbook(s) as input
3. Document the required site resources (e.g., facility, power, network, cooling, etc.) necessary to operate the application; as part of the review, New World will make recommendations for necessary site modifications to meet minimum operating requirements for the application
4. Review with Customer the minimum requirements for workstations as identified in the Customer Agreement, as applicable to the application
5. Train Customer to administer servers, manage disaster recovery systems and review any other items of concern related to hardware and software configuration
6. Review ongoing Customer management expectations of how system will be managed by Customer; identify role of New World vs. Customer
7. Provide Customer with a Site Plan that includes the following:
   a. Identification of any special space requirements
   b. Functional system diagram, showing a high level view of the New World Standard Software subsystems and their associated hardware
Customer responsibilities:

1. Provide Customer technology staff to assist New World with the Site Plan
2. Provide, upon request, information on existing hardware and operating system software components and terminal networks, as well as projected utilization statistics and other information reasonably required to validate final hardware requirements
3. Review the final hardware and operating system configuration with the New World project team
4. Review New World's recommendations regarding any existing communications networks and make any reasonable modifications identified by New World to ensure compatibility with the equipment and system to be installed
5. Ensure hardware is ordered, delivered and installed prior to scheduling New World's System Assurance visit on site
6. Have information technology support staff on hand for knowledge transfer and to help address any concerns encountered during the system installation
7. Review and sign off on systems management expectations policy
8. Provide signoff indicating completion of system set-up and administration training

Inputs (prerequisites):

1. Pre-Trip Report (if conducted on site)
2. System Support documentation
3. Validation Set workbooks
4. Customer supplied topology diagram of the network and map
5. System Set-up and Administration Training sign-off template
6. Systems Management Expectations Policy template

Outputs (completion criteria):

1. Site Plan
2. Test and production environments are ready to use
3. Post-Trip Report (if conducted on site)
4. System Set-up and Administration Training sign-off document
5. Systems Management Expectations Policy / signoff
6. Store project artifacts and update status of project on Project Management Portal
B. Implement Standard Interfaces

Overview: During this event, New World will implement any applicable standard interfaces.

New World responsibilities: Implement the interfaces in the test environment that are required for the live environment.

Customer responsibilities:
1. Provide Customer technology staff to address the desired application workflow
2. Work with New World to test the interfaces

Inputs (prerequisites):
1. Pre-Trip Report (if conducted on site)
2. Configuration requirements for interface operations
3. Standard Interfaces

Outputs (completion criteria):
1. Post-Trip Report (if conducted on site)
2. Updated Project Plan
3. Store project artifacts and update status of project on Project Management Portal
4. Installed Standard Interfaces
Step 5: Functional Review

Overview: The Functional Review encompasses a hands-on review of each application within the implementation. This review is accomplished by presenting each function within the application from the user/administrator point-of-view and every project construction element as it relates to a particular workflow process.

New World responsibilities: New World's Project Manager and Application Specialist(s) will act as facilitators during the Functional Review. Their main role is to review the New World standard software solution with the Customer and identify any Customer workflow modifications and/or minor software configuration changes that need to be applied. The Project Manager is responsible for coordinating this review with the Application Specialist and preparing the Customer team for the functional review and creating any applicable documentation (e.g., Functional Review Guide, trip reports). The Application Specialist will present the configured applications and act as SME to facilitate an interactive exchange with the Customer and work towards Customer acceptance of the configured applications. Additionally, a New World Executive Manager will participate in the Functional Review, as well as a project review meeting with the Customer's senior staff. The content of the Training Plans will also be finalized as part of the Functional Review. The review should include:

1. Overview of the various Customer work processes and the functional relationship to the software

<table>
<thead>
<tr>
<th>LOGOS APPLICATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Management</td>
</tr>
<tr>
<td>Human Resources/Payroll</td>
</tr>
</tbody>
</table>

2. Validation of any custom modification decisions related to implementation of the standard software solution and the post-live custom requirements.
   a. Custom interfaces
   b. Data conversion
3. Finalization of any applicable Requirements Definition documentation.
4. Identification and documentation of any desired configuration modifications to the standard software solution (not applicable for pre-configured implementations)
   a. Standard software applications
   b. Standard Interfaces
5. Agency-specific reports (internal management reports, public inquiries, etc.)
6. Review Hardware and Network Topology
7. Assess impact on workforce
8. Finalize Training Plan
9. Discuss Data Conversion Migration Plan
10. Define Cutover (Go Live) Plan

Customer responsibilities: For the review, Customer leadership and SMEs participate to provide Customer workflow and policy information as it relates to the configured New World applications. Work with New World Project Manager and Application Specialist to determine any additional configuration changes that are required. Work with Customer to implement agreed upon workflow changes.
Inputs (prerequisites):
1. Pre-Trip Report
2. Functional Review Guide (when applicable)
3. Requirements Document(s) for Custom Interfaces / Modifications
4. Standard Interfaces
5. Data conversion

Outputs (completion criteria):
1. Post-Trip Report
2. Updated Project Schedule
3. Updated Project Plan
4. Project Configuration Plan
5. Training Plan
6. Supporting documentation
7. Store project artifacts and update status of project on Project Management Portal
Step 6: Finalize Configuration

Construction Phase: Step 6 – Finalize Configuration

A. Conduct System Admin Application Training

Overview: During this event, New World will conduct System Administration Application Training for designated Customer SME personnel to acquire the knowledge necessary to finalize the software solution configuration and maintain the various modules included in the Customer Agreement. (There will be a minimum of one session per each major module.)

Decisions regarding the configuration of the New World application are made in the Construction Phase, Step 5, Functional Review, and are applied during this Step.

New World responsibilities:
1. Provide up-to-date user manuals to workshop participants
2. Instruct Customer personnel, including the system administrator, on configuration of the various contracted modules

Customer responsibilities:
1. Convene workshop team of SMEs for this training
2. Attend and participate in the System Admin Application Training

Inputs (prerequisites):
1. Pre-Trip Report
2. Training materials
3. Project Configuration Plan
4. Training room with computers running New World application

Outputs (completion criteria):
1. Post-Trip Report
2. Updated Project Plan
B. Apply Project Configuration Plan and Implement Interfaces

Overview: During this event, the Customer uses the Project Configuration Plan created during the Functional Review, as the requirements for any modification to the standard application configuration. The results of this effort are configured applications.

New World will implement any remaining standard interfaces.

In addition, New World will create and implement any custom interfaces that must be in place to bring the applications into a live production environment. Data Conversion activity may also be addressed (dependent upon the Project Plan developed and agreed upon in the Planning phase).

New World responsibilities: Provide support for the Customer SME team that is applying configuration changes. Implement the interfaces in the test environment that are required for the live environment.

Customer responsibilities:
1. Apply configuration changes as defined in the Project Configuration Plan
2. Provide Customer technology staff to address the desired application workflow
3. Work with New World to test the interfaces (as applicable)

Inputs (prerequisites):
1. Pre-Trip Report (if conducted on site)
2. Project Configuration Plan
3. Configuration requirements for interface operations
4. Requirements definition(s) (when applicable)
5. Standard and/or Custom Interfaces

Outputs (completion criteria):
1. Post-Trip Report (if conducted on site)
2. Updated Project Plan
3. Store project artifacts and update status of project on Project Management Portal
4. Configured applications, including applicable interfaces, data conversion
5. Updated Project Configuration Plan
C. Go-Live Preparation

Overview: Review the overall project status to ensure that all requirements for a go-live event have been completed and the go-live event can occur with minimal disruption or risk. Document all related issues and concerns and jointly agree, in writing, to move forward with training and transition to the live environment.

New World responsibilities: During this process, the New World Project Manager or Application Specialist will review the system with the Customer to ensure that each application is functioning as expected. In addition, they will review the Project Management Plan with the Customer to ensure all applicable issues and action items have been addressed.

Customer responsibilities: With the New World representative, the Customer will demonstrate the system is set up and configured as designed. Work with Project Manager to identify any issues or concerns and jointly agree, in writing, to move forward with training and transition to the live environment.

Inputs (prerequisites):
1. Pre-Trip Report (if conducted on site)
2. Project Configuration Plan
3. Project Plan
4. Go-Live sign-off template

Outputs (completion criteria):
1. Post-Trip Report (if conducted on site)
2. Updated Project Plan
3. Go-Live sign-off
4. Documentation of all outstanding issues/concerns and written agreement to begin the training/transition to the live environment
Purpose: Train users, perform data conversion, execute go-live, complete post-go-live activities and finalize Customer application customizations.

Description of Phase: The Transition Phase consists of three steps. During this Phase, New World and Customer project teams review the system, verify and validate readiness for go-live, train users, cut over from legacy systems and complete post go-live requirements.
Step 7: Conduct User Training

Overview: New World’s Application Specialist(s) provide user training to Customer staff.

New World responsibilities: New World’s Application Specialist will provide on-site training services to assigned Customer staff. Training options include:

Train-the-Trainer Training (TTT)

This training consists of a New World Application Specialist providing very detailed on-site training to Customer representatives. The Train-the-Trainer course is designed to take Customer-certified (either locally or by their state) trainers, train them on the New World software and certify they have the knowledge base to successfully train other members. This training also includes problem solving techniques to ensure an effortless transition with minimal interruptions during their training sessions. Additionally, students are provided training techniques and detailed lesson plans on their specific modules.

User Training

If a Train-the-Trainer approach is not preferred, New World can provide Customer-defined User Training courses. This training consists of a New World Application Specialist providing an on-site training course specific to a user's job assignment. Each course consists of Customer-defined software classes needed to be proficient in their areas of responsibility utilizing the New World software.

Customer responsibilities: Assign and schedule appropriate staff to attend training sessions. Provide and schedule necessary facilities for training sessions. Confirm staff participation in training, as scheduled.

Inputs (prerequisites):
1. Pre-Trip Report (if conducted on site)
2. Training materials
   a. Lesson Plan / User Guide
   b. Written Proficiency Examinations

Outputs (completion criteria):
1. Post-Trip Report (if conducted on site)
2. Written Proficiency Examination results
Step 8: Conduct Go-Live

Transition Phase: Step 8 – Conduct Go-Live

A. Execute Go-Live

Overview: With assistance from New World, Customer goes live on modules and interfaces identified in the Customer Agreement and as documented in the Project Plan.

New World responsibilities:

1. New World assistance for all applications going live

<table>
<thead>
<tr>
<th>LOGOS APPLICATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Management</td>
</tr>
<tr>
<td>Human Resources/Payroll</td>
</tr>
</tbody>
</table>

2. New World assists Customer in preparing production servers for go-live
   a. Run SQL go-live script
   b. Set counters
   c. Other maintenance tasks

3. Provide final updates, when applicable, to the following:
   a. Standard software
   b. Hardware
   c. Interfaces
   d. Data conversion

4. Customer turnover to Customer Support

5. New World's on-site staff cleared to depart Customer site

Customer responsibilities:
1. Customer goes live with appropriate applications identified in the Customer Agreement
2. Provide SME team members to assist with go-live for each of the applications going live as first line support

Inputs (prerequisites):
1. Pre-Trip Report
2. Standard software
3. Interfaces
4. Data conversion
5. Pre go-live preparations
   a. System preparation
   b. Team preparation
   c. Preparatory meeting with Customer

Outputs (completion criteria):
1. Post-Trip Report (if conducted on site)
2. Updated Project Plan
3. Customer support engaged
4. Live Operations
Step 9: Implement Post Go-Live Deliverables

Transition Phase: Step 9 – Implement Post Go-Live Deliverables

A. Build Data Conversions

Overview: New World will provide the Customer requested data conversion as described in the Customer Agreement. Depending on the decisions made in the Planning Phase, the data conversion processes may be aligned with the go-live schedule, which means this event would then be included in the initial solution build (Step 5).

New World responsibilities:

1. New World will provide the data conversion programs to convert Customer’s legacy data to the New World standard software for the modules specified in the Data Conversion Migration Plan.
2. New World will provide Customer up to two test sets of converted data. Additional test sets requested will require additional conversion costs.
3. As provided in the approved Project Plan, New World will schedule a conversion analysis trip and a separate data conversion test trip to Customer’s location. The conversion test trip is part of delivering the conversion programs to Customer.
4. New World will provide Customer with a Data Conversion Migration Plan for sign-off prior to starting development of data conversion programs. No conversion programming by New World will commence until Customer signs this document.

Customer responsibilities:

1. Data files from Customer’s current database are included in this conversion. Customer will provide a list of discrete data files with descriptions of fields or data elements in each file.
2. Supply data to be converted.
3. A data dictionary (data descriptors) containing all data elements must be provided to New World for each file submitted with the data.
4. As provided in the Project Plan, Customer will provide a dedicated contact for each application area to focus on conversion mapping and testing tasks. Responsibilities include dedicating a support person(s) whenever members of the New World’s team are on site regarding conversions. Roughly a one-to-one time ratio exists for Customer commitment and New World commitment.
5. Data Conversion testing. Customer understands that thorough and timely testing of converted data by Customer's SMEs is a key part of a successful data conversion.

6. Customer agrees to promptly review and sign off on the data conversions after the final test run is completed.

**Inputs (prerequisites):**
1. Approved Data Conversion/Migration Plan
2. Data to be converted

**Outputs (completion criteria):**
1. Completed data conversion programs
2. Conversion test sign-off
B. Perform Data Conversion

Overview: Using the established guidelines from the contract, execute the data conversion to migrate data from legacy systems to the New World application. Depending on Project Plan requirements, this conversion can be completed in one or two phases as part of pre-live, live or post-live operations.

New World responsibilities:
1. Follow established Data Conversion/Migration Plan: the plan will identify data sources to be converted, data sources to be migrated, the database type, database design and any detected data mapping issues or exceptions
2. Execute Data Conversion as outlined in the Project Plan to ensure legacy data can be accessed on production systems as confirmed through previous conversion tasks.

Customer responsibilities:
1. Provide New World with access to production server and window of downtime required to execute conversion
2. Analyze data and document any discrepancies or concerns with data conversion
3. Provide dedicated internal contact for support and assistance with data conversion operations

Inputs (prerequisites):
1. Pre-Trip Report (if conducted on site)
2. Data Conversion Packet
3. Approved Data Conversion/Migration Plan

Outputs (completion criteria):
1. Customer review and sign-off on Acceptance of Data Conversion
2. Post-Trip Report (if conducted on site)
PHASE: Closing

Purpose: Review the project, approve closure, disengage project management and transition Customer to the Account Management Team.

Description of Phase: The Closing Phase consists of one step. During this Phase, the New World Project Manager reviews the project with Executive Management, closes out all remaining documentation tasks and disengages from the project. The Account Management Team assumes all responsibilities for ongoing support of the system and Customer.
Step 10: Project Closure Activities

Transition to Account Management

Overview: At the conclusion of the project, the New World applications are fully live and functional in the Customer's environment with all required components delivered and operational. During this event, the New World Project Manager will schedule a formal turnover of the Customer to the New World Account Management Team, which includes the Executive Sponsor, Customer Support and Customer Care. The managers of Customer Care and Support introduce their department structure and review the services each team provides.

Many of these individuals will have been part of the project, so this transition should be relatively seamless.

Project closure will also be finalized with the Customer, ensuring the Customer and the New World Customer Support team members are aware of the overall deployment of the New World implementation and that all questions have been addressed and exceptions are incorporated into the sign-off document.

New World responsibilities:
1. The New World Project Manager will coordinate a meeting, either via teleconference or on site, to review the project status and transition ongoing communications with the Customer to the assigned Account Team
2. Managers of New World Customer Support create and distribute agenda
3. Prepare the sign-off documentation
4. The Project Manager and PMO will review all project financials to ensure all deliverables for the Customer Agreement are delivered, billed and paid

Customer responsibilities:
1. Provide appropriate personnel for the support turnover meeting
2. Provide a location with a conference phone for the support turnover meeting
3. Project Closure sign-off

Inputs (prerequisites):
1. Agenda
2. Schedule the meeting
3. Project Closure sign-off template

Outputs (completion criteria):
1. Account Management engaged to support the Customer
2. Project Closure sign-off
To: Mayor and City Council
From: City Manager
Meeting Date: September 8, 2020
Subject: SAFE CLEAN WATER PROGRAM – MUNICIPAL PROGRAM TRANSFER AGREEMENT BETWEEN THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT AND CITY OF PICO RIVERA

Recommendation:

1. Approve and authorize the City Manager to sign the Safe Clean Water Program-Municipal Program Transfer Agreement No. 2020MP60 with the Los Angeles County Flood Control District.

Fiscal Impact:

For Fiscal Year 2020-21, the City of Pico Rivera is estimating we will receive approximately $810,000 annually in Measure W Local Return Funds to be used towards safe, clean water projects and programs in accordance with Chapters 16 and 18 of the Los Angeles County Flood Control District Code. This first allocation is from the annual parcel tax revenue that was collected in calendar year 2019.

Discussion:

On April 5, 2016, the Los Angeles County Board of Supervisors passed a motion directing the Los Angeles County Department of Public Works, in coordination with other County departments, cities, local water agencies, business stakeholders, non-profit organizations, school districts, and other regional stakeholders, to design and develop a Drought Resilience Plan. This led to the creation of the Safe, Clean Water Program (SCWP), a parcel tax known as Measure W, to be implemented by the Los Angeles County Flood Control District (LACFCD). The purpose of the SCWP is to develop/implement projects and programs in order to increase stormwater capture and reduce stormwater and urban runoff pollution, and to be funded by a parcel tax in the amount of two and one-half cents ($0.025) per square foot of impermeable area in Los Angeles County. The SCWP parcel tax measure was placed on the November 6, 2018, election ballot and was approved by the voters.
Based on the estimated impervious areas in Pico Rivera, the City is to generate approximately $2,250,000 in annual tax revenue which will be allocated in accordance with the SCWP as follows:

- 50% to the Regional Program composed of nine watershed areas to fund regional watershed-based multi-benefit projects to be implemented by project developers, and to provide technical resources, and conduct scientific studies in the amount of $1,125,000.
- 40% to the Municipal Program for cities within the District in the amount of $900,000.
- 10% to LACFD Implementation Costs in the amount of $225,000.

The Regional Program has established several Watershed Areas made up of multiple municipalities. Each watershed area will collaborate together via a Watershed Area Steering Committee (WASC) to allocate funding for SCWP projects that are regionally significant and impact multiple municipalities. The City of Pico Rivera contributes approximately $1,125,000 towards its watershed group and is eligible to propose regionally significant projects or programs for the WASC’s consideration.

The Municipal Program provides approximately $900,000 of local return funds directly to the City of Pico Rivera to implement Projects and Programs related to the SCWP. These funds can be used towards City projects and programs in accordance with Chapters 16 and 18 of the Los Angeles County Flood Control District Code, also known as the SCWP Implementation Ordinance. Generally speaking, the funds must advance the City’s compliance with the State of California’s MS4 Permit, the goal of which is to capture, treat, and re-use stormwater. The City will be able to carry-over uncommitted Municipal Program funds for up to five (5) years.

The LACFD will be distributing/disbursing the Municipal Program funds to the municipalities upon execution of the attached Transfer Agreement (Enclosure 1). As part of the requirements of the Transfer Agreement, the City will submit an Annual Plan for utilization of the Municipal Program funds. Staff is preparing the Annual Plan for the current fiscal year under which the City will spend the funds on City projects and programs, including but not limited to: Catch Basin Cleaning Program, Storm Water Capture Device Installation, City Yard Stormwater Compliance Improvements, Stormwater Urban Run-off Reporting and Monitoring, Infrastructure Project Planning and Water Quality Program Administration and Coordination.

**Conclusion:**

Measure W Local Return Funds to be used towards safe, clean water projects and programs will be available beginning this year through the SCWP. The City is estimated to receive $810,000 in local return funds for Fiscal Year 2020-21 to implement projects and programs related to the SCWP. Therefore, staff recommends approval of the transfer
agreement between the LACFD and City of Pico Rivera. Funds will be available 45-days after the agreement is executed or within 14-days of the District’s receipt of the Annual Plan for 2020-21 fiscal year.

Steve Carmona

SC:MH:KG:lg

Enclosure: 1) Safe, Clean Water Program – Municipal Program Transfer Agreement No. 2020MP60 between the Los Angeles County Flood Control District and Pico Rivera
TRANSFER AGREEMENT BETWEEN
THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT
AND
PICO RIVERA
AGREEMENT NO. 2020MP60
SAFE, CLEAN WATER PROGRAM – MUNICIPAL PROGRAM

This Transfer Agreement, hereinafter referred to as “Agreement,” is entered into as of June 25, 2020 by and between the Los Angeles County Flood Control District, hereinafter referred to as "District," and Pico Rivera, hereinafter referred to as "Municipality."

WHEREAS, District, pursuant to the Los Angeles Region Safe, Clean Water (SCW) Program ordinance (Chapter 16 of the Los Angeles County Flood Control District Code) and the SCW Program Implementation Ordinance (Chapter 18 of the Los Angeles County Flood Control District Code), administers the SCW Program for the purpose of funding Projects and Programs to increase stormwater and urban runoff capture and reduce stormwater and urban runoff pollution in the District;

WHEREAS, pursuant to Section 16.04.A.2. of the Los Angeles County Flood Control District Code, forty percent (40%) of annual SCW Program tax revenues shall be allocated to Municipalities within the District, in the same proportion as the amount of revenues collected within each Municipality, to be expended by those cities within the cities’ respective jurisdictions and by the County within the unincorporated areas that are within the boundaries of the District, for the implementation, operation and maintenance, and administration of Projects and Programs, in accordance with the criteria and procedures established in this Chapters 16 and 18 of the Los Angeles County Flood Control District Code;

WHEREAS, pursuant to Section 16.05.A.1. of the Los Angeles County Flood Control District Code, prior to their receipt of SCW Program funds, Municipalities must enter into an agreement with the District to transfer SCW Program funds;

WHEREAS, the County of Los Angeles Board of Supervisors has approved a standard template Agreement, as required by and in accordance with Section 18.09 of the Los Angeles County Flood Control District Code, for the transfer of SCW Program funds to Municipalities.

NOW, THEREFORE, in consideration of the promises, mutual representations, covenants and agreements in this Agreement, the District and the Municipality, each binding itself, its successors and assigns, do mutually promise, covenant, and agree as follows:

I. DEFINITIONS

The definitions set forth in Sections 16.03 and 18.02 of the Los Angeles County Flood Control District Code shall apply to this Agreement. In addition, the following definitions shall also apply:
“Agreement” means this Transfer Agreement, including all exhibits and attachments hereto.

“Annual Plan” means the plan referred to in Section 18.09.B.5 of the Code that includes the contents specified in Exhibit A.

"Code" means the Los Angeles County Flood Control District Code.

“Days” means calendar days unless otherwise expressly indicated.

“Fiscal Year” means the period of twelve (12) months terminating on June 30 of any year.

“Safe Clean Water (SCW) Program Payment” means the Municipality's annual allocation of SCW Program funds as described in Section 16.04.A.2. of the Code disbursed by the District to the Municipality.

“Year” means calendar year unless otherwise expressly indicated.

II. PARTY CONTACTS

The District and the Municipality designate the following individuals as the primary points of contact and communication regarding the Municipal Program and the administration and implementation of this Agreement.

<table>
<thead>
<tr>
<th>Los Angeles County Flood Control District</th>
<th>Municipality: Pico Rivera</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: Mahdad Derakhshani</td>
<td>Name: Monica Heredia</td>
</tr>
<tr>
<td>Address: 900 S. Fremont Ave., Alhambra, CA</td>
<td>Address: 6615 Passons Blvd., Pico Rivera, CA</td>
</tr>
<tr>
<td>Phone: (626) 458-7136</td>
<td>Phone: (562) 801-2436</td>
</tr>
<tr>
<td>Email: <a href="mailto:mderakas@dpw.lacounty.gov">mderakas@dpw.lacounty.gov</a></td>
<td>Email: <a href="mailto:mheredia@pico-rivera.org">mheredia@pico-rivera.org</a></td>
</tr>
</tbody>
</table>

Either party to this Agreement may change the individual identified as the primary point of contact above by providing written notice of the change to the other party.

III. EXHIBITS INCORPORATED BY REFERENCE

The following exhibits to this Agreement, including any amendments and supplements hereto, are hereby incorporated herein and made a part of this Agreement:

EXHIBIT A – ANNUAL PLAN CONTENTS
EXHIBIT B – GENERAL TERMS AND CONDITIONS
EXHIBIT C – NATURE-BASED SOLUTIONS (Best Management Practices)
EXHIBIT D – OPERATIONS AND MAINTENANCE GUIDANCE DOCUMENT
IV. MUNICIPAL PROGRAM IMPLEMENTATION

A. The Municipality shall annually prepare and submit to the District, an Annual Plan. The Annual Plan for the 2020-21 Fiscal Year shall be submitted to the District no later than 45-days after the execution of this Agreement by the last party to sign. An Annual Plan for each subsequent Fiscal Year shall be submitted not later than 90-days prior to the start of the Fiscal Year for which the Plan is prepared.

B. The Municipality shall utilize the SCW Program Payments in compliance with Chapters 16 and 18 of the Code.

C. The Municipality shall comply with the terms and conditions in Exhibits B, C, and D, of this Agreement, and all applicable provisions of Chapters 16 and 18 of the Code, specifically including, without limitation, Section 18.06.

V. SCW PROGRAM PAYMENTS TO MUNICIPALITIES

A. The District shall disburse the Municipality's SCW Program Payment for the 2020-21 Fiscal Year within 45-days of the signed executed Agreement or within 14-days of the District’s receipt of the Annual Plan for 2020-21 Fiscal Year in compliance with Exhibit A, whichever comes later. The initial disbursement of SCW Program Payments shall include the amount of revenue collected by the District at the time of Agreement execution; any additional funds that are subsequently collected will be disbursed by August 31, 2020.

B. SCW Program Payments in subsequent Fiscal Years will generally be available for disbursement by August 31, provided a duly executed transfer agreement is in effect and subject to the Municipality’s compliance with the conditions described in paragraph C, below; however the District may, in its discretion, change the date and number of the actual disbursements for any Fiscal Year based on the amount and timing of revenues actually collected by the District.

C. For subsequent Fiscal Years, the District shall disburse the Municipality's SCW Program Payment upon satisfaction of the following conditions: (1) the District has received the Annual Progress/Expenditure Report required pursuant to Section 18.06.D of the Code; (2) the District has received Municipality's Annual Plan for that Fiscal Year, and (3) the Municipality has complied with the audit requirements of Section B-6 of Exhibit B.

D. Notwithstanding any other provision of this Agreement, no disbursement shall be made at any time or in any manner that is in violation of or in conflict with federal, state, County laws, policies, or regulations.

E. All disbursements shall be subject to and be made in accordance with the terms and conditions in this Agreement and Chapters 16 and 18 of the Code.
VI.  Term of Agreement

This Agreement shall expire at the end of the 2023-24 Fiscal Year. The parties shall thereafter enter into a new agreement based on the most recent standard template agreement approved by the Board.

VII.  Execution of Agreement

This Agreement may be executed simultaneously or in any number of counterparts, including both counterparts that are executed manually on paper and counterparts that are in the form of electronic records and are executed electronically, whether digital or encrypted, each of which shall be deemed an original and together shall constitute one and the same instrument.

The District and the Municipality hereby agree to regard facsimile/electronic representations of original signatures of authorized officers of each party, when appearing in appropriate places on this Agreement and on any addenda or amendments thereto, delivered or sent via facsimile or electronic mail or other electronic means, as legally sufficient evidence that such original signatures have been affixed to this Agreement and any addenda or amendments thereto such that the parties need not follow up facsimile/electronic transmissions of such documents with subsequent (non-facsimile/electronic) transmission of “original” versions of such documents.

Further, the District and the Municipality: (i) agree that an electronic signature of any party may be used to authenticate this Agreement or any addenda or amendment thereto, and if used, will have the same force and effect as a manual signature; (ii) acknowledge that if an electronic signature is used, the other party will rely on such signature as binding the party using such signature, and (iii) hereby waive any defenses to the enforcement of the terms of this agreement based on the foregoing forms of signature.
IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CITY OF PICO RIVERA

By: __________________________
Name: Steve Carmona
Title: City Manager
Date: ________________________

LOS ANGELES COUNTY
FLOOD CONTROL DISTRICT:

By: __________________________
Name: Mark Pestrella, P.E.
Title: Director of Public Works
Date: ________________________
EXHIBIT A – ANNUAL PLAN CONTENTS

A-1. Description of all projects anticipated to be funded using the SCW Program Payment. Include a discussion of how the projects will result in the achievement of one or more SCW Program Goals, including quantitative targets and corresponding metrics for subsequent reporting of all applicable parameters.

A-2. Description of all programs anticipated to be funded using the SCW Program Payment. Include a discussion of how the programs will result in the achievement of one or more SCW Program Goals; including quantitative targets and corresponding metrics for subsequent reporting of all applicable parameters.

A-3. Description of all operation and maintenance activities anticipated to be funded using the SCW Program Payment. Include a discussion of how those activities will result in the achievement of one or more SCW Program Goals. Additional operation and maintenance activities, even if funded by other sources, should be referenced to provide an overview of anticipated overall project approach.

A-4. Description of the stakeholder and community outreach/engagement activities anticipated to be funded with the SCW Program Payment, including discussion of how local NGOs or CBOs will be involved, if applicable, and if not, why. Additional outreach/engagement activities, even if funded by other sources, should be referenced to provide an overview of anticipated overall project approach.

A-5. Description of post-construction monitoring for projects completed using the SCW Program Payment. Additional post-construction monitoring activities, even if funded by other sources, should be referenced to provide an overview of anticipated overall project approach.

A-6. Provide the status of any projects that have been awarded (or are seeking award of) Institute for Sustainable Infrastructure (ISI) verification, if applicable.

A-7. Provide the budget for the activities described in provisions A1 through A-5 SCW Program Payment.
EXHIBIT B – GENERAL TERMS AND CONDITIONS

B-1. Accounting and Deposit of Funding Disbursement

1. SCW Program Payments distributed to the Municipality shall be held in a separate interest-bearing account and shall not be combined with other funds. Interest earned from each account shall be used by the Municipality only for eligible expenditures consistent with the requirements of the SCW Program.

2. The Municipality shall not be entitled to interest earned on undisbursed SCW Program Payments; interest earned prior to disbursement is property of the District.

3. The Municipality shall operate in accordance with Generally Accepted Accounting Principles (GAAP).

4. The Municipality shall be strictly accountable for all funds, receipts, and disbursements for their SCW Program Payment.

B-2. Acknowledgement of Credit and Signage

The Municipality shall include appropriate acknowledgement of credit to the District’s Safe, Clean Water Program for its support when promoting activities funded with SCW Program funds or using any data and/or information developed SCW Program funds. When the SCW Program Payment is used, in whole or in part, for construction of an infrastructure Project, signage shall be posted in a prominent location at Project site(s) or at the Municipality’s headquarters and shall include the Safe, Clean Water Program color logo and the following disclosure statement: “Funding for this project has been provided in full or in part from the Los Angeles County Flood Control District’s Safe, Clean Water Program.” At a minimum the sign shall be 2’ x 3’ in size. The Municipality shall also include in each of its contracts for work under this Agreement a provision that incorporates the requirements stated within this paragraph.

When the SCW Program Payment is used, in whole or in part, for a scientific study, the Municipality shall include the following statement in the study report: “Funding for this study has been provided in full or in part from the Los Angeles County Flood Control District’s Safe, Clean Water Program.” The Municipality shall also include in each of its contracts for work under this Agreement a provision that incorporates the requirements stated within this paragraph.

B-3. Acquisition of Real Property - Covenant

Any real property acquired in whole or in part with SCW Program funds shall be used for Projects and Programs that are consistent with the SCW Program Goals and with the provisions of Chapter 16 and 18 of the Code.

Any Municipality that acquires the fee title to real property using, in whole or in part, SCW Program funds shall record a document in the office of the Registrar-Recorder/County
Clerk containing a covenant not to sell or otherwise convey the real property without the prior express written consent of the District, which consent shall not be unreasonably withheld.

B-4. Amendment

Except as provided in Section II of the Agreement, no amendment or variation of the terms of this Agreement shall be valid unless made in writing and signed by the parties. No oral or written understanding or agreement not incorporated in this Agreement is binding on any of the parties.

B-5. Assignment

The Municipality shall not assign this Agreement.

B-6. Audit and Recordkeeping

1. The Municipality shall retain for a period of seven (7) years, all records necessary in accordance with Generally Accepted Accounting Principles to determine the amounts expended, and eligibility of Projects implemented using SCW Program Payments. The Municipality, upon demand by authorized representatives of the District, shall make such records available for examination and review or audit by the District or its authorized representatives. Records shall include accounting records, written policies and procedures, contract files, original estimates, correspondence, change order files, including documentation covering negotiated settlements, invoices, and any other supporting evidence deemed necessary to substantiate charges related to SCW Program Payments and expenditures.

2. The Municipality is responsible for obtaining an independent audit to determine compliance with the terms and conditions of this Agreement and all requirements applicable to the Municipality contained in chapters 16 and 18 of the Code. Municipality shall obtain an independent audit of their SCW Program Payments every three (3) years. Audits shall be funded with Municipal Program funds.

3. Municipality shall file a copy of all audit reports by the ninth (9th) month from the end of each three (3) year period to detail the preceding three (3) years of expenditures. Audit reports shall be posted on the District’s publicly accessible website.

<table>
<thead>
<tr>
<th>Every Third Fiscal Year</th>
<th>Fiscal Year</th>
<th>Audit Begins</th>
<th>Audit Report Due to District</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2020-21</td>
<td>7/1/2023</td>
<td>No later than 3/31/2024</td>
</tr>
</tbody>
</table>

4. Upon reasonable advanced request, the Municipality shall permit the Chief Engineer to examine the infrastructure Projects using SCW Program Payments. The Municipality shall permit the authorized District representative, including the Auditor-Controller, to examine, review, audit, and transcribe any and all audit
reports, other reports, books, accounts, papers, maps, and other records that relate to the SCW Program Payments. Examination activities are considered District administration of the SCW Program.

5. Expenditures determined by an audit to be in violation of any provision of Chapters 16 or 18 of the Code, or of this Agreement, shall be subject to the enforcement and remedy provisions of Section 18.14 of the Code.

B-7. Availability of Funds

District's obligation to disburse the SCW Program Payment is contingent upon the availability of sufficient funds to permit the disbursements provided for herein. If sufficient funds are not available for any reason including, but not limited to, failure to fund allocations necessary for disbursement of the SCW Program Payment, the District shall not be obligated to make any disbursements to the Municipality under this Agreement. This provision shall be construed as a condition precedent to the obligation of the District to make any disbursements under this Agreement. Nothing in this Agreement shall be construed to provide the Municipality with a right of priority for disbursement over any other Municipality. If any disbursements due to the Municipality under this Agreement are deferred because sufficient funds are unavailable, it is the intention of the District that such disbursement will be made to the Municipality when sufficient funds do become available, but this intention is not binding. If this Agreement’s funding for any Fiscal Year is reduced or deleted by order of the Board, the District shall have the option to either cancel this Agreement with no liability occurring to the District or offer an amendment to the Municipality to reflect the reduced amount.

B-8. Choice of Law

The laws of the State of California govern this Agreement.

B-9. Claims

Any claim of the Municipality is limited to the rights, remedies, and claims procedures provided to the Municipality under this Agreement. Municipal expenditures of a SCW Program Payment that involves the District shall utilize a separate and specific agreement to that Project that includes appropriate indemnification superseding that in this Agreement.

B-10. Compliance with SCW Program

The Municipality shall comply with and require its contractors and subcontractors to comply with all provisions of Chapters 16 and 18 of the Code.

B-11. Compliance with Law, Regulations, etc.

The Municipality shall, at all times, comply with and require its contractors and subcontractors to comply with all applicable local, state and federal laws, rules, guidelines, regulations, and requirements.
B-12. Continuous Use of Municipal Projects; Lease or Disposal of Municipal Projects

The Municipality shall not abandon, substantially discontinue use of, lease, or dispose of all or a significant part or portion of any Project funded in whole or in part with SCW Program Payments during the useful life (defined as 30 years unless specified otherwise in annual plans and subsequent reports) of the Project without prior written approval of the District. Such approval may be conditioned as determined to be appropriate by the District, including a condition requiring repayment of a pro rata amount of the SCW Program Payments used to fund the Project together with interest on said amount accruing from the date of lease or disposal of the Project.

B-13. Disputes

Should a dispute arise between the parties, the party asserting the dispute will notify the other parties in writing of the dispute. The parties will then meet and confer within 21 calendar days of the notice in a good faith attempt to resolve the dispute.

If the matter has not been resolved through the process set forth in the preceding paragraph, any party may initiate mediation of the dispute. Mediation will be before a retired judge or mediation service mutually agreeable to the parties. All costs of the mediation, including mediator fees, will be paid one-half by the District and one-half by the Municipality. SCW Program Payments shall not be used to pay for any costs of the mediation.

The parties will attempt to resolve any dispute through the process set forth above before filing any action relating to the dispute in any court of law.

B-14. Final Inspection and Certification of Registered Professional

Upon completion of the design phase and before construction of a project, the Municipality shall provide certification by a California Registered Professional (i.e., Professional Civil Engineer, Engineering Geologist) that the design has been completed.

Upon completion of the project, the Municipality shall provide for a final inspection and certification by a California Registered Professional (i.e., Professional Civil Engineer, Engineering Geologist), that the Project has been completed in accordance with submitted final plans and specifications and any modifications thereto and in accordance with this Agreement.


In the event that Municipality is delayed or hindered from the performance of any act required hereunder by reason of strikes, lockouts, labor troubles, inability to procure materials not related to the price thereof, riots, insurrection, war, or other reasons of a like nature beyond the control of the Municipality, then performance of such acts shall be excused for the period of the delay, and the period for the performance of any such act shall be extended for a period equivalent to the period of such delay.
B-16. Funding Considerations and Exclusions

1. All expenditures of SCW Program Payments by Municipality must comply with the provisions of Chapters 16 and 18 of the Los Angeles County Flood Control District Code, including but not limited to the provisions regarding eligible expenditures contained in Section 16.05.A.2 and the provision regarding ineligible expenditures contained in Section 16.05.A.3.

2. SCW Program Payments shall not be used in connection with any Project implemented as an Enhanced Compliance Action ("ECA") and/or Supplemental Environmental Project ("SEP") as defined by State Water Resources Control Board Office of Enforcement written policies, or any other Project implemented pursuant to the settlement of an enforcement action or to offset monetary penalties imposed by the State Water Resources Control Board, a Regional Water Quality Control Board, or any other regulatory authority; provided, however, that SCW funds may be used for a Project implemented pursuant to a time schedule order ("TSO") issued by the Los Angeles Regional Water Quality Control Board if, at the time the TSO was issued, the Project was included in an approved watershed management program (including enhanced watershed management programs) developed pursuant to the MS4 Permit.

B-17. Indemnification

The Municipality shall indemnify, defend and hold harmless the District, the County of Los Angeles and their elected and appointed officials, agents, and employees from and against any and all liability and expense, including defense costs, legal fees, claims, actions, and causes of action for damages of any nature whatsoever, including but not limited to bodily injury, death, personal injury, or property damage, arising from or in conjunction with: (1) any Project or Program implemented by the Municipality, in whole or in part, with SCW Program Payments or (2) any breach of this Agreement by the Municipality.

B-18. Independent Actor

The Municipality, and its agents and employees, if any, in the performance of this Agreement, shall act in an independent capacity and not as officers, employees, or agents of the District.

The Municipality shall not contract work with a contractor who is in a period of debarment from any agency within the District. (LACC Chapter 2.202)

B-19. Integration

This is an integrated Agreement. This Agreement is intended to be a full and complete statement of the terms of the agreement between the District and Municipality, and expressly supersedes any and all prior oral or written agreements, covenants, representations and warranties, express or implied, concerning the subject matter of this Agreement.
B-20. Lapsed Funds

1. The Municipality shall be able to carry over uncommitted SCW Program Payments for up to five (5) years from the end of the fiscal year in which those funds are transferred from the District to the Municipality.

2. If the Municipality is unable to expend the SCW Program Payment within five (5) years from the end of the fiscal year in which those funds are transferred from the District to the Municipality, then lapsed funding procedures will apply. Lapsed funds are funds that were transferred to the Municipality but were not committed to eligible expenditures by the end of the fifth (5th) fiscal year after the fiscal year in which those funds were transferred from the District.

3. Lapsed funds shall be allocated by the Watershed Area Steering Committee of the respective Watershed Area to a new Project with benefit to that Municipality, if feasible in a reasonable time frame, or otherwise to the Watershed Area.

4. In the event that funds are to lapse, due to circumstances beyond the Municipality’s control, then the Municipality may request an extension of up to twelve (12) months in which to commit the funds to eligible expenditures. Extension Requests must contain sufficient justification and be submitted to the District in writing no later than three (3) months before the funds are to lapse.

5. The decision to grant an extension is at the sole discretion of the District.

6. Funds still uncommitted to eligible expenditures after an extension is granted will be subject to lapsed funding procedures without exception.

<table>
<thead>
<tr>
<th>Fiscal Year Transferred</th>
<th>Funds Lapse After</th>
<th>Extension Request Due</th>
<th>Commit By</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019-20</td>
<td>6/30/2025</td>
<td>No later than 3/31/2025</td>
<td>No later than 6/30/2026</td>
</tr>
</tbody>
</table>

B-21. Municipal Project Access

Upon reasonable advance request, the Municipality shall ensure that the District or any authorized representative, will have safe and suitable access to the site of any Project implemented by the Municipality in whole or in part with SCW Program Payments at all reasonable times.

B-22. Non-Discrimination

The Municipality agrees to abide by all federal, state, and County laws, regulations, and policies regarding non-discrimination in employment and equal employment opportunity.
B-23. No Third-Party Rights

The parties to this Agreement do not create rights in, or grant remedies to, any third party as a beneficiary of this Agreement, or of any duty, covenant, obligation, or undertaking established herein.

B-24. Notice

1. The Municipality shall notify the District in writing within five (5) working days of the occurrence of the following:
   a. Bankruptcy, insolvency, receivership or similar event of the Municipality; or
   b. Actions taken pursuant to State law in anticipation of filing for bankruptcy.

2. The Municipality shall notify the District within ten (10) working days of any litigation pending or threatened against the Municipality regarding its continued existence, consideration of dissolution, or disincorporation.

3. The Municipality shall notify the District promptly of the following:
   a. Any significant deviation from the submitted Annual Plan for the current Fiscal Year, including discussion of any major changes to the scope of funded projects or programs, noteworthy delays in implementation, reduction in benefits or community engagement, and/or modifications that change the SCW Program Goals intended to be accomplished.
   b. Discovery of any potential archaeological or historical resource. Should a potential archaeological or historical resource be discovered during construction, the Municipality agrees that all work in the area of the find will cease until a qualified archaeologist has evaluated the situation and made recommendations regarding preservation of the resource, and the District has determined what actions should be taken to protect and preserve the resource. The Municipality agrees to implement appropriate actions as directed by the District.
   c. Any public or media event publicizing the accomplishments and/or results of this Agreement and provide the opportunity for attendance and participation by District representatives with at least fourteen (14) days’ notice to the District.

B-25. Municipality’s Responsibility for Work

The Municipality shall be responsible for all work and for persons or entities engaged in work performed pursuant to this Agreement including, but not limited to, contractors, subcontractors, suppliers, and providers of services. The Municipality shall be responsible for responding to any and all disputes arising out of its contracts for work on the Project. The District will not mediate disputes between the Municipality and any other entity concerning responsibility for performance of work.
B-26. Reporting

The Municipality shall be subject to and comply with all applicable requirements of the District regarding reporting requirements. Municipalities shall report available data through the SCW Reporting Module, once available.

1. Annual Progress/Expenditure Reports. The Municipality shall submit Annual Progress/Expenditure Reports, using a format provided by the District, within six (6) months following the end of the Fiscal Year to the District to detail the activities of the prior year. The Annual Progress/Expenditure Reports shall be posted on the District’s publicly accessible website and on the Municipality’s website. The Annual Progress/Expenditure Report shall include:

   a. Amount of funds received;

   b. Breakdown of how the SCW Program Payment has been expended;

   c. Documentation that the SCW Program Payment was used for eligible expenditures in accordance with Chapters 16 and 18 of the Code;

   d. Description of activities that have occurred, milestones achieved, and progress made to date, during the applicable reporting period including comparison to the Annual Plan and corresponding metrics;

   e. Discussion of any existing gaps between what was planned and what was achieved for the prior year, include any lessons learned;

   f. Description of the Water Quality Benefits, Water Supply Benefits, and Community Investment Benefits and a summary of how SCW Program Payments have been used to achieve SCW Program Goals for the prior year, including graphical representation of available data and specific metrics to demonstrate the benefits being achieved through the years’ investments.

   g. Discussion of alignment with other local, regional, and state efforts, resources, and plans, as applicable. This includes discussion of opportunities for addressing additional SCW Program Goals, leveraging SCW Program Goals, and increasing regional capacity to supplement the SCW Program.

   h. Additional financial or Project-related information in connection with activity funded in whole or in part using SCW Program Payments as required by the District.

   i. Certification from a California Registered Professional (Civil Engineer or Geologist, as appropriate), that projects implemented with SCW Program Payments were conducted in accordance with Chapters 16 and 18 of the Code.
j. Report on annual and total (since inception of program) benefits provided by programs and projects funded by SCW Program Payment. This includes comparisons to annual plans and alignment with corresponding specific quantitative targets and metrics (note that SCW Reporting Module will facilitate calculation of benefits and graphical representation of pertinent data):

i. Annual volume of stormwater captured and treated
ii. Annual volume of stormwater captured and reused
iii. Annual volume of stormwater captured and recharged to a managed aquifer
iv. Annual creation, enhancement, or restoration of Community Investment Benefits. If none, discuss considerations explored and reasons to not include.
v. Annual acreage increases in Nature-Based Solutions and claimed level of NBS (with matrix demonstrating determination of good, better, best, as outlined in Exhibit C). If none, discuss considerations explored and reasons to not include.

vi. Annual expenditures providing DAC Benefits. If none, discuss considerations explored and reasons to not include.

2. Documentation of the Community Outreach and Engagement utilized for and/or achieved with the SCW Program Payment described in the Annual Plan Exhibit A. This information must be readily accessible to members of the public.

3. As Needed Information or Reports. The Municipality agrees to promptly provide such reports, data, and information as may be reasonably requested by the District including, but not limited to material necessary or appropriate for evaluation of the SCW Program or to fulfill any reporting requirements of the County, state or federal government.

B-27. Representations, Warranties, and Commitments

The Municipality represents, warrants, and commits as follows:

1. Authorization and Validity. The execution and delivery of this Agreement, including all incorporated documents, by the individual signing on behalf of Municipality, has been duly authorized by the governing body of Municipality, as applicable. This Agreement constitutes a valid and binding obligation of the Municipality, enforceable in accordance with its terms, except as such enforcement may be limited by law.

2. No Violations. The execution, delivery, and performance by the Municipality of this Agreement, including all incorporated documents, do not violate any provision of any law or regulation in effect as of the date set forth on the first page hereof, or result in any breach or default under any contract, obligation, indenture, or other
instrument to which the Municipality is a party or by which the Municipality is bound as of the date set forth on the first page hereof.

3. No Litigation. There are no pending or, to the Municipality’s knowledge, threatened actions, claims, investigations, suits, or proceedings before any governmental authority, court, or administrative agency which affect the Municipality's ability to complete the Annual Plan.

4. Solvency. None of the transactions contemplated by this Agreement will be or have been made with an actual intent to hinder, delay, or defraud any present or future creditors of the Municipality. As of the date set forth on the first page hereof, the Municipality is solvent and will not be rendered insolvent by the transactions contemplated by this Agreement. The Municipality is able to pay its debts as they become due.

5. Legal Status and Eligibility. The Municipality is duly organized and existing and in good standing under the laws of the State of California. The Municipality shall at all times maintain its current legal existence and preserve and keep in full force and effect its legal rights and authority.

6. Good Standing. The Municipality must demonstrate it has not failed to comply with previous County and/or District audit disallowances within the preceding five years.

B-28. Travel

Any reimbursement for necessary ground transportation and lodging shall be at rates not to exceed those set by the California Department of Human Resources; per diem costs will not be eligible expenses. These rates may be found at http://www.calhr.ca.gov/employees/Pages/travel-reimbursements.aspx. Reimbursement will be at the State travel amounts that are current as of the date costs are incurred by the Municipality. No travel outside the Los Angeles County Flood Control District region shall be reimbursed unless prior written authorization is obtained from the Program Manager.

B-29. Unenforceable Provision

In the event that any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable, the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

B-30. Withholding of Disbursements and Material Violations

Notwithstanding any other provision of this Agreement, the District may withhold all or any portion of the SCW Program Payment for any Fiscal Year in the event that:

1. The Municipality has violated any provision of this Agreement; or
2. The Municipality fails to maintain reasonable progress in achieving SCW Program Goals, following an opportunity to cure.

3. Failure to remain in Good Standing, described in Section B-26 of Exhibit B.

4. Failure to submit annual reports on meeting SCW Program Goals.
EXHIBIT C – NATURE BASED SOLUTIONS (NBS) BEST MANAGEMENT PRACTICES

Municipalities shall consider incorporation of Nature-based solutions (NBS) into their projects. NBS refers to the sustainable management and use of nature for undertaking socio-environmental challenges, including climate change, water security, water pollution, food security, human health, and disaster risk management. As this environmental management practice is increasingly incorporated into projects for the SCW Program, this guidance document may be expanded upon to further quantify NBS practices based on benefits derived from their incorporation on projects.

The SCW Program defines NBS as a Project that utilizes natural processes that slow, detain, infiltrate or filter Stormwater or Urban Runoff. These methods may include relying predominantly on soils and vegetation; increasing the permeability of Impermeable Areas; protecting undeveloped mountains and floodplains; creating and restoring riparian habitat and wetlands; creating rain gardens, bioswales, and parkway basins; enhancing soil through composting, mulching; and, planting trees and vegetation, with preference for native species. NBS may also be designed to provide additional benefits such as sequestering carbon, supporting biodiversity, providing shade, creating and enhancing parks and open space, and improving quality of life for surrounding communities. NBS include Projects that mimic natural processes, such as green streets, spreading grounds and planted areas with water storage capacity. NBS may capture stormwater to improve water quality, collect water for reuse or aquifer recharge, or to support vegetation growth utilizing natural processes.

Municipalities are to include in each Annual Progress/Expenditure Report whether and how their project achieves a good, better, or best for each of the 6 NBS methods in accordance with the guidance below. Additionally, Annual Progress/Expenditure Reports should include discussion on any considerations taken to maximize the class within each method. If at least 3 methods score within a single class, the overall project can be characterized as that class. Municipalities must attach a copy of the matrix for each project with the good, better, or best column indicated for each method, to facilitate District tracking of methods being utilized.
<table>
<thead>
<tr>
<th>METHODS</th>
<th>GOOD</th>
<th>BETTER</th>
<th>BEST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vegetation/Green Space</td>
<td>Use of climate-appropriate, eco-friendly vegetation</td>
<td>Use of native, climate-appropriate vegetation</td>
<td>Establishment of plant communities with a diversity of native vegetation</td>
</tr>
<tr>
<td></td>
<td>(groundcover, shrubs, and trees) / green space 5%-15% covered by new climate-appropriate vegetation</td>
<td>(groundcover, shrubs, and trees) / green space 16%-35% covered by new native vegetation</td>
<td>(groundcover, shrubs, and trees) / green space that is both native and climate-appropriate More than 35% covered by new native vegetation</td>
</tr>
<tr>
<td>Increase of Permeability</td>
<td>Installation of vegetated landscape – 25%-49% paved area removed Redesign of existing impermeable surfaces and/or installation of permeable surfaces (e.g. permeable pavement and infiltration trenches)</td>
<td>Installation of vegetated landscape – 50%-74% paved area removed Improvements of soil health (e.g., compaction reduction)</td>
<td>Installation of vegetated landscape – 75%-100% paved area removed Creation of well-connected and self-sustained natural landscapes with healthy soils, permeable surfaces, and appropriate vegetation</td>
</tr>
<tr>
<td>Protection of Undeveloped Mountains &amp; Floodplains</td>
<td>● Preservation of native vegetation ● Minimal negative impact to existing drainage system</td>
<td>● Preservation of native vegetation ● Installation of new feature(s) to improve existing drainage system</td>
<td>● Creation of open green space ● Installation of features to improve natural hydrology</td>
</tr>
<tr>
<td>Creation &amp; Restoration of Riparian Habitat &amp; Wetlands</td>
<td>● Partial restoration of existing riparian habitat and wetlands ● Planting of climate appropriate vegetation - between 11 and 20 different climate-appropriate or native plant species newly planted ● No potable water used to sustain the wetland</td>
<td>● Full restoration of existing riparian habitat and wetlands ● Planting of native vegetation - between 21 and 40 different native plant species newly planted ● No potable water used to sustain the wetland</td>
<td>● Full restoration and expansion of existing riparian habitat and wetlands Planting of plant communities with a diversity of native vegetation – between 41 and 50 different native plant species newly planted ● No potable water used to sustain the wetland</td>
</tr>
</tbody>
</table>
### New Landscape Elements

<table>
<thead>
<tr>
<th>Elements designed to capture runoff for other simple usage (e.g. rain gardens and cisterns), capturing the 85th percentile 24-hour storm event for at least 50% of the entire parcel</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elements that design to capture/redirect runoff and filter pollution (e.g. bioswales and parkway basins), capturing the 85th percentile 24-hour storm event from the entire parcel</td>
</tr>
<tr>
<td>Large sized elements that capture and treat runoff to supplement or replace existing water systems (e.g. wetlands, daylighting streams, groundwater infiltration, floodplain reclamation), capturing the 90th percentile 24-hour storm event from the entire parcel and/or capturing off-site runoff</td>
</tr>
</tbody>
</table>

### Enhancement of Soil

<table>
<thead>
<tr>
<th>Use of soil amendments such as mulch and compost to retain moisture in the soil and prevent erosion. Planting of new climate-appropriate vegetation to enhance soil organic matter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Use of soil amendments such as mulch and compost that are locally generated to retain moisture in the soil, prevent erosion, and support locally based composting and other soil enhancement activities. Planting of new native, climate-appropriate vegetation to enhance soil organic matter</td>
</tr>
<tr>
<td>Use of soil amendments such as mulch and compost that are locally generated, especially use of next-generation design with regenerative adsorbents (e.g. woodchips, biochar) to retain moisture in the soil, prevent erosion, and support on-site composting and other soil enhancement activities. Planting of new native, climate appropriate vegetation to enhance soil organic matter</td>
</tr>
</tbody>
</table>
EXHIBIT D – OPERATIONS AND MAINTENANCE GUIDANCE DOCUMENT

Municipalities shall operate and maintain infrastructure projects for the useful life of the project and are to consider using the following guidance for operations and maintenance for infrastructure projects. Operational maintenance is the care and upkeep of Projects that may require detailed technical knowledge of the Project’s function and design. Project specific operational and maintenance plans shall consider the activities listed below and set forth specific activities and frequencies (not limited to those below) as determined to be appropriate by the Municipalities and best practices, including stakeholder engagement as applicable. Operational maintenance is to be performed by the operator of the Project with a purpose to make the operator aware of the state of readiness of the Project to deliver stormwater and urban runoff benefits.

1. **Litter Control**
   - Regular removal of litter, nonhazardous waste materials, and accumulated debris near planted areas, rock areas, decomposed granite areas, rest areas, fence perimeters, adjoining access roads and driveways, drains, pedestrian trails, viewing stations, shelter houses, and bicycle pathways.
   - Regular inspection and maintenance of pet waste stations
   - Maintaining trash receptacles
   - Removal of trash, debris, and blockages from bioswales
   - Inspection and cleaning of trash booms
   - Inspection of weir gates and stop logs to clean debris, as required.

2. **Vegetation Maintenance**
   - **Weed control**
     - Recognition and removal of weeds, such as perennial weeds, morning glory, vine-type weeds, ragweed, and other underground spreading weeds.
     - Avoiding activities that result in weed seed germination (e.g. frequent soil cultivation near trees or shrubs)
     - Regular removal of weeds from landscape areas, including from berms, painted areas, rock areas, gravel areas, pavement cracks along access roads and driveways, drains, pedestrian trails, viewing stations, park shelters, and bicycle paths.
   - **Tree and shrubbery trimming and care**
     - Removal of dead trees and elimination of diseased/damaged growth
     - Prevent encroachment of adjacent property and provide vertical clearance
     - Inspect for dead or diseased plants regularly
   - **Wetland vegetation and landscape maintenance**
     - Installation and maintenance of hydrophytic and emergent plants in perennially wet and seasonal, intermittent habitats.
     - Draining and drawdown of wetland and excessive bulrush removal
3. Wildlife Management

- Exotic species control
- Provide habitat management; promote growth of plants at appropriate densities and promote habitat structure for animal species
- Protect sensitive animal species (e.g. protection during critical life stages including breeding and migration)
- Avoid disturbances to nesting birds
- Avoid spread of invasive aquatic species

4. Facility Inspection

- Inspect project sites for rodent and insect infestations on a regular basis
- Inspect for and report graffiti in shelter houses, viewing stations, benches, paving surfaces, walls, fences, and educational and directional signs
- Inspect facilities for hazardous conditions on roads and trails (e.g. access roads and trails, decomposed granite pathways, and maintenance roads)
- Inspect shade structures for structural damage or defacement
- Inspect hardscapes
- Inspect and maintain interpretive and informational signs
- Inspect site furnishings (e.g. benches, hitching posts, bicycle racks)
- Maintain deck areas (e.g. benches, signs, decking surfaces)
- Visually inspect weirs and flap gates for damage; grease to prevent locking.
- Inspect all structures after major storm events, periodically inspect every 3 months, and operate gates through full cycles to prevent them from locking up.

5. Irrigation System Management

- Ensuring automatic irrigation controllers are functioning properly and providing various plant species with proper amount of water.
  - Cycle controller(s) through each station manually and automatically to determine if all facets are functioning properly.
  - Inspection should be performed at least monthly.
  - Recover, replace, or refasten displaced or damaged valve box covers.
  - Inspect and repair bubbler heads.
• Repair and replace broken drip lines or emitters causing a loss of water (to prevent ponding and erosion).
• Maintain drip system filters to prevent emitters from clogging. Inspection and cleaning should occur at least monthly.
• Inspect and clean mainline filters, wye strainers, basket filters, and filters at backflow devices twice a year.
• Maintain and check function of the drip system.

- Keeping irrigation control boxes clear of vegetation
- Operating irrigation system to ensure it does not cause excessively wet, waterlogged areas, and slope failure
- Utilizing infrequent deep watering techniques to encourage deep rooting, drought tolerant plant characteristics to promote a self-sustaining, irrigation free landscape
- Determine watering schedules based on season, weather, variation in plant size, and plant varieties. At least four times a year (e.g. change of season), reschedule controller systems.
- Turn off irrigation systems at the controller at the beginning of the rainy season, or when the soil has a high enough moisture content.
- Use moisture sensing devices to determine water penetration in soil.

6. Erosion Management and Control

- Inspect slopes for erosion during each maintenance activity
- Inspect basins for erosion
- Take corrective measures as needed, including filling eroded surfaces, reinstalling or extending bank protection, and replanting exposed soil.

7. Ongoing Monitoring Activities

- Monitor controllable intake water flow and water elevation
- Examine inflow and outflow structures to ensure devices are functioning properly and are free of obstructions.
- Water quality sampling (quarterly, unless justified otherwise)
- Checking telemetry equipment
- Tracking and reporting inspection and maintenance records

8. Vector and Nuisance Insect Control

- Monitoring for the presence of vector and nuisance insect species
- Adequate pretreatment of influent wastewater to lessen production of larval mosquitoes
- Managing emergent vegetation
- Using hydraulic control structures to rapidly dewater emergent marsh areas
- Managing flow velocities to reduce propagation of vectors
To: Mayor and City Council
From: City Manager
Meeting Date: September 8, 2020
Subject: APPROVE AGREEMENT WITH SCHOOL NUTRITION PLUS, INCORPORATED FOR THE PROVISION OF FROZEN MEALS

Recommendation:

1. Approve an agreement in an amount not-to-exceed $86,698, with School Nutrition Plus, Incorporated (SNP) for the provision of frozen meals for Emergency Senior Meal Program (ESMP) enacted in response to the COVID-19 state of emergency.

Fiscal Impact:

The federal Coronavirus Aid, Relief, and Economic Security Act (CARES Act) has allocated supplemental Community Development Block Grant Coronavirus (CDBG-CV) funds through the U.S. Department of Housing and Urban Development (HUD) to the City to mitigate specified issues related to the pandemic. On August 11, 2020, City Council allocated $113,000 in CDBG-CV funds to the ESMP to ease senior citizen food needs during the COVID-19 state of emergency. This allocation was done as a part of fiscal year (FY) 2020-21 CDBG Annual Action Plan and will be used to fully reimburse expenses associated with the provision of frozen meals for the ESMP program. No additional appropriations are required and there is no impact to the General Fund.

Background:

On April 20, 2020, the County of Los Angeles Department of Public Health issued a Safer at Home Order in compliance with Executive Order N-33-20 issued by Governor Gavin Newsom, wherein the State Public Health Officer ordered all individuals living in the State of California to stay home or at their place of residence, except as needed to maintain continuity of operations. Similarly, the City of Pico Rivera declared an emergency on April 13, 2020 in an effort to stop the spread of COVID-19.

As the senior citizen population has increased susceptibility to having serious health complications should they contract COVID-19, this group has been encouraged to not leave their homes at all, if possible, therefore, many people in this population were immediately impacted in their ability to obtain food. Further, the normally offered senior center congregate meal program, run by the Southeast Area Senior Services Funding Authority (SASSFA), did not allow for additional participant registration upon the state, county, and local emergency declarations; resulting in a large senior citizen population unable to secure any food.
To mitigate this, the City initiated the ESMP for the provision of pre-packed frozen meals meeting the State of California, Department of Aging, Title IIIC NSP emergency meals guidelines. These meals are delivered by staff to the senior citizens' homes on each Wednesday and include five (5) pre-packaged frozen meals for each registered participant.

On March 30, 2020, the City entered into an agreement with School Nutrition Plus, Inc. in an amount not-to-exceed $29,000 which was executed by the City Manager, in compliance with the Pico Rivera Municipal Code § 3.20 Purchasing. This agreement was amended on May 26, 2020, with approval from City Council to extend the term and increase compensation to an amount not-to-exceed $81,311.

Discussion:

Due to the urgent need for food, upon the declared March 2020 State of Emergency, staff were only able to obtain two (2) quotes for vended frozen meals from which the initial SNP agreement and amendment were approved. However, to comply with federal regulations for the use of CDBG-CV monies, staff issued a formal Request For Bid (RFB), on July 17, 2020, for the provision of frozen meal costs related to the ESMP (Enclosure 2).

Five (5) sealed bids were received on the RFB submittal deadline of Friday, August 7, 2020. Upon opening, SNP was ranked second to lowest in price per frozen meal unit (Enclosure 3); the lowest responsive bid was rejected for failing to include the required letter grade issued for compliance with food preparation facility regulations by the Los Angeles County Department of Public Health, nor providing a reason for omitting the required documentation. Therefore, the lowest responsive and responsible bidder was SNP.

SNP has been providing the City vended frozen meals since April 1, 2020, under their original agreement and amendment. SNP is professional, efficient, and stringent in their efforts to provide nutritious meals for our senior citizen participants, and has continually followed all guidelines to prevent the transmission of COVID-19 without incident.

Conclusion:

Staff recommends the approval of a new agreement with SNP for the provision of pre-packaged frozen meals for the ESMP. Award of this agreement will ensure that senior citizens in the community will continue to receive food necessary to sustain life during the COVID-19 pandemic.

Steve Carmona

SC: SP: kt
CITY COUNCIL AGENDA REPORT – MEETING OF SEPTEMBER 8, 2020
APPROVE AGREEMENT WITH SCHOOL NUTRITION PLUS, INCORPORATED FOR
THE PROVISION OF FROZEN MEALS
Page 3 of 3

Enclosures: 1) Agreement
2) Notice Inviting Bids
3) Bid Matrix
AGREEMENT NO. ______

PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF PICO RIVERA AND
SCHOOL NUTRITION PLUS, INCORPORATED

1. IDENTIFICATION

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is entered into by and between the City of Pico Rivera, a California municipal corporation ("City") and School Nutrition Plus, Incorporated ("Vendor"). City and Vendor are sometimes hereinafter individually referred to as a "Party" and collectively referred to as "Parties."

2. RECITALS

2.1 City has determined that it requires professional services from a Vendor for the provision of pre-packed frozen meals meeting the Title IIIC Nutrition Services Program emergency meals to meet the demand for such services during the novel Coronavirus ("COVID-19") as listed in Exhibit "A," attached hereto and incorporated herein by this reference.

2.2 Vendor represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Vendor further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.

NOW, THEREFORE, for and in consideration of the performance by the Parties of the mutual covenants and conditions herein contained, the Parties hereto agree as follows:

3. DEFINITIONS

3.1 "Scope of Services": Such professional services as are set forth in the City's Scope of Services attached hereto as Exhibit "A."

3.2 "Approved Fee Schedule": Such compensation rates as are set forth in the Vendor's August 7, 2020 proposal to City attached hereto as Exhibit "B," attached hereto and incorporated herein by this reference.

3.3 "Commencement Date": September 1, 2020

3.4 "Expiration Date": June 30, 2021

4. TERM

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Expiration Date unless extended by written
agreement of the Parties or terminated in accordance with Section 23 below.

5. **FORCE MAJEURE**

Neither City nor Vendor shall be responsible for delays in performance under this Agreement due to causes beyond its control, including but not limited to acts of God, acts of public enemies, acts of the Government, fires, floods or other casualty, epidemics, pandemics (including COVID-19), quarantine restrictions and related government restrictions, earthquakes, labor stoppages or slowdowns, freight embargoes, unusually severe weather, and supplier delays due to such causes. Neither economic nor market conditions nor the financial condition of either party shall be considered a cause to excuse delay pursuant to this Section. Each Party shall notify the other promptly in writing of each such excusable delay, its cause and its expected delay, and shall upon request update such notice.

6. **VENDOR’S SERVICES**

6.1 Vendor shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the Parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement. In no event shall the total compensation and costs payable to Vendor under this Agreement exceed the sum of EIGHTY-SIX THOUSAND SIX HUNDRED NINETEEN DOLLARS AND NO CENTS ($86,619.00) unless specifically approved in advance, in writing, by City.

6.2 Vendor shall perform all work to the highest professional standards of Vendor’s profession and in a manner reasonably satisfactory to City.

7. **COMPENSATION**

7.1 City agrees to compensate Vendor for the services provided under this Agreement, and Vendor agrees to accept in full satisfaction for such services, payment in accordance with the Approved Fee Schedule attached herein as Exhibit “B”.

7.2 Vendor shall submit to City an invoice, on a monthly basis or less frequently, for the services performed pursuant to this Agreement. Each invoice shall itemize the services rendered during the billing period and the amount due. Within ten (10) business days of receipt of each invoice, City shall notify Vendor in writing of any disputed amounts included on the invoice. Within thirty (30) calendar days of receipt of each invoice, City shall pay all undisputed amounts included on the invoice. City shall not withhold applicable taxes or other authorized deductions from payments made to Vendor.

7.3 Payments for any services requested in writing by City and not included in the Scope of Services shall be made to Vendor by City on a time-and-materials basis using Vendor’s standard fee schedule. Fees for such additional services shall be paid
within sixty (60) days of the date Vendor issues an invoice to City for such services.

8. **BUSINESS LICENSE**

Vendor shall obtain a City business license under this Agreement to be furnished prior to the commencement of services.

9. **COMPLIANCE WITH LAWS**

Vendor shall keep informed of State, Federal and Local laws, ordinances, codes and regulations that in any manner affect those employed by it or in any way affect the performance of its services pursuant to this Agreement. The Vendor shall at all times comply with such laws, ordinances, codes and regulations. Without limiting the generality of the foregoing, if Vendor is an out-of-state corporation or LLC, it must be qualified and registered to do business in the State of California pursuant to sections 2105 and 17708.02 of the California Corporations Code. The City, its officers and employees shall not be liable at law or in equity occasioned by failure of Vendor to comply with this Section.

10. **CONFLICT OF INTEREST**

Vendor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which may be affected by the services to be performed by Vendor under this Agreement, or which would conflict in any manner with the performance of its services hereunder. During the term of this Agreement, Vendor shall not perform any work for another person or entity for whom Vendor was not working at the Commencement Date if both: (i) such work would require Vendor to abstain from a decision under this Agreement pursuant to a conflict of interest statute; and (ii) City has not consented in writing prior to Vendor’s performance of such work.

11. **PERSONNEL**

Vendor represents that it has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Vendor or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. Vendor reserves the right to determine the assignment of its own employees to the performance of Vendor’s services under this Agreement, but City reserves the right, for good cause, to require Vendor to exclude any employee from performing services on City’s premises. Emily Burson, Chief Operating Officer of School Nutrition Plus, Incorporated shall be Vendor’s “Project Administrator” and shall have direct responsibility for management of Vendor’s performance under this Agreement. No change shall be made in Vendor’s Project Administrator without City’s prior written consent.

12. **OWNERSHIP OF WRITTEN PRODUCTS**

All reports, documents or other written material (“Written Products”) developed by Vendor in the performance of this Agreement shall be and remain the property of City
without restriction or limitation upon its use or dissemination by City. Vendor may take and retain copies of such Written Products as desired, but no such written products shall be the subject of a copyright application by Vendor. If any state, federal, or local law requires mandatory copyright protection for Vendor’s Work Product(s), City shall comply with such laws to the extent feasible.

13. **INDEPENDENT VENDOR**

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

13.2 The Parties further acknowledge and agree that nothing in this Agreement shall create or be construed to create a partnership, joint venture, employment relationship, joint-employer relationship, or any other relationship between Vendor or Vendor’s employees except as set forth in this Agreement.

13.3 City shall have no direct or indirect control over Vendor’s employees or sub-Vendors with respect to wages, hours, and working conditions. In addition, City shall not deduct from the Compensation paid to Vendor any sums required for Social Security, withholding taxes, FICA, state disability insurance or any other federal, state or local tax or charge which may or may not be in effect or hereinafter enacted or required as a charge or withholding on the compensation paid to Vendor, Vendor’s employees or sub-vendors. City shall have no responsibility to provide Vendor, its employees or sub-vendors with workers’ compensation insurance or any other insurance.

14. **CONFIDENTIALITY**

All data, documents, discussion, or other information developed or received by Vendor or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Vendor without prior written consent by City. City shall grant such consent if disclosure is legally required. Upon request, all City data and any copies thereof shall be returned to City upon the termination or expiration of this Agreement.

15. **NON-LIABILITY OF CITY OFFICIALS AND EMPLOYEES**

No official or employee of the City shall be personally liable to Vendor in the event of any default or breach by City, or for any amount which may become due to Vendor.

16. **INDEMNIFICATION**
16.1 The Parties agree that City, its officers, agents, elected and appointed officials, employees, affiliated public agencies and volunteers should, to the extent permitted by law, be fully protected from any loss, injury, damage, claim, lawsuit, cost, expense, attorneys’ fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the Parties to be interpreted and construed to provide the fullest protection possible under the law to City. Vendor acknowledges that City would not enter into this Agreement in the absence of Vendor’s commitment to indemnify and protect City as set forth herein. Notwithstanding the foregoing, to the extent Vendor’s services are subject to Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Vendor.

16.2 To the full extent permitted by law, Vendor shall indemnify, hold harmless and defend City, its officers, agents, elected and appointed officials, employees, affiliated public agencies and volunteers from and against any and all claims, demands, lawsuits, causes of action, losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from or arising out of any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Vendor or any of its officers, employees, servants, agents, or sub-Vendors in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys’ fees incurred by counsel of City’s choice and expert witness fees and Vendor fees. Notwithstanding the foregoing, to the extent Vendor’s Services are subject to Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Vendor.

16.3 City shall have the right to offset against the amount of any compensation due Vendor under this Agreement any amount due City from Vendor as a result of Vendor’s failure to pay City promptly any indemnification arising under this Section 16 or related to Vendor’s failure to either: (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers’ compensation laws.

16.4 The obligations of Vendor under this Section 16 will not be limited by the provisions of any workers’ compensation act or similar act. Vendor expressly waives its statutory immunity under such statutes or laws as to City, its officers, agents, employees and volunteers.

16.5 Vendor agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 16 from each and every sub-Vendor or any other person or entity involved by, for, with or on behalf of Vendor in the performance of this Agreement. In the event Vendor fails to obtain such indemnity obligations from others as required herein, Vendor agrees to be fully responsible and indemnify, hold harmless and defend City, its officers, agents, elected and appointed officials, employees, affiliated public agencies and volunteers from and against any and all claims, demands, lawsuits, causes of action, losses, costs or expenses for any damage due to death or injury to any
person and injury to any property resulting from or arising out of any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Vendor’s sub-Vendors or any other person or entity involved by, for, with or on behalf of Vendor in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys’ fees incurred by counsel of City’s choice and expert witness fees and Vendor fees.

16.6 City does not, and shall not, waive any rights that it may possess against Vendor because of the acceptance by City, or the deposit with City, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

16.7 **PERS ELIGIBILITY INDEMNITY.** In the event that Vendor or any employee, agent, or sub-Vendor of Vendor providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Vendor shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Vendor or its employees, agents, or sub-Vendors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Vendor and any of its employees, agents, and sub-Vendors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

17. **INSURANCE**

17.1 During the term of this Agreement, Vendor shall carry, maintain, and keep in full force and effect insurance against claims for death or injuries to persons or damages to property that may arise from or in connection with Vendor’s performance of this Agreement. Such insurance shall be of the types and in the amounts as set forth below:

17.1.1 Comprehensive general liability, and Umbrella or Excess Liability Insurance covering all operations by or on behalf of Vendor providing insurance for bodily injury liability and property damage liability for the following and including coverage for:

17.1.1.1 Premises, operations, and mobile equipment
17.1.1.2 Products and completed operations
17.1.1.3 Broad form property damage (including completed operations)
17.1.1.4 Explosion, collapse, and underground hazards
17.1.1.5 Personal Injury
17.1.1.6 Agreement liability in the amount of One Million Dollars ($1,000,000) per occurrence combined single limit; Two Million Dollars ($2,000,000) aggregate for products/completed operation; Two Million Dollars ($2,000,000) general aggregate (General aggregate must apply separately to Vendor’s work under this Agreement.); and Five Million Dollars ($5,000,000) umbrella or excess liability.

17.1.2 Automobile Liability Insurance for owned, hired and non-owned vehicles utilized by Vendor, its employees or subVendors, in the amount of One Million Dollars ($1,000,000) per accident for bodily injury and property damage.

17.1.3 Worker’s Compensation Insurance as required by the laws of the State of California, with Statutory Limits, and Employer’s Liability Insurance with limit of no less than One Million Dollars ($1,000,000) per accident for bodily injury or disease.

17.1.4 Professional Liability Insurance against errors and omissions in the performance of the work under this Agreement with coverage limits of not less than One Million Dollars ($1,000,000) per occurrence of claim/ Two Million Dollars ($2,000,000) in the aggregate.

17.2 Vendor shall require each of its sub-Vendors, if any, to maintain insurance coverage that meets all of the requirements of this Agreement.

17.3 The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California and with a rating of at least A:VII in the latest edition of Best’s Insurance Guide.

17.4 Vendor agrees that if it does not keep the aforesaid insurance in full force and effect City may either: (i) immediately terminate this Agreement; or (ii) take out the necessary insurance and pay, at Vendor’s expense, the premium thereon.

17.5 At all times during the term of this Agreement, Vendor shall maintain on file with City’s Risk Manager a certificate or certificates of insurance showing that the aforesaid policies are in effect in the required amounts and, for the general liability and automobile liability policies, naming the City as an additional insured. Vendor shall, prior to commencement of work under this Agreement, file with City’s Risk Manager such certificate(s).
17.6 Vendor shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Vendor shall provide such proof to City at least two weeks prior to the expiration of the coverages.

17.7 The general liability and automobile policies of insurance required by this Agreement shall contain an endorsement naming City, its officers, employees, agents and volunteers as additional insureds. All of the policies required under this Agreement shall contain an endorsement providing that the policies cannot be canceled or reduced except on thirty days’ prior written notice to City. Vendor agrees to require its insurer to modify the certificates of insurance to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word “endeavor” with regard to any notice provisions.

17.8 The general liability and automobile policies of insurance provided by Vendor shall be primary to any coverage available to City. Any insurance or self-insurance maintained by City, its officers, employees, agents or volunteers, shall be in excess of Vendor’s insurance and shall not contribute with it.

17.9 All insurance coverage provided pursuant to this Agreement shall not prohibit Vendor, and Vendor's employees, agents or subVendors, from waiving the right of subrogation prior to a loss. Vendor hereby waives all rights of subrogation against the City.

17.10 Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of City, Vendor shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Vendor shall procure a bond guaranteeing payment of losses and expenses.

17.11 Procurement of insurance by Vendor shall not be construed as a limitation of Vendor’s liability or as full performance of Vendor’s duties to indemnify, hold harmless and defend under Section 15 of this Agreement.

17.12 If Vendor maintains broader coverage and/or higher limits than the minimums shown above, the City requires and shall be entitled to the broader coverage and/or the higher limits maintained by the Vendor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

18. MUTUAL COOPERATION

18.1 City shall provide Vendor with all pertinent data, documents and other requested information as is reasonably available to City for the proper performance of Vendor’s services under this Agreement.
18.2 In the event any claim or action is brought against City relating to Vendor’s performance in connection with this Agreement, Vendor shall render any reasonable assistance that City may require.

19. RECORDS AND INSPECTIONS

19.1 Vendor shall maintain full and accurate records with respect to all matters covered under this Agreement for a period of three (3) years after the expiration or termination of this Agreement. City shall have the right to access and examine such records, without charge, during normal business hours. City shall further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities.

19.2. Public Records Act. Vendor understands and acknowledges that this Agreement, related proposal and bid documents may be subject to the California Public Records Act (Government Code Section 6250 et seq.).

20. PERMITS AND APPROVALS

Vendor shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary in the performance of this Agreement. This includes, but shall not be limited to, encroachment permits and building and safety permits and inspections.

21. NOTICES

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile, email, or overnight courier service during Vendor’s and City’s regular business hours; or (ii) on the third (3rd) business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the Parties may, from time to time, designate in writing).

If to City:
Steve Carmona, City Manager
City of Pico Rivera
PO Box 1016
6615 Passons Blvd.
Pico Rivera, California 90660-1016
Facsimile: (562) 801-4765

If to Vendor:
Emily Burson, CEO
School Nutrition Plus, Inc.
6424 Clara Street
Bell Gardens, CA 90201
Office: (323) 984-7712
Facsimile: (818) 475-5480

With a courtesy copy to:
Arnold M. Alvarez-Glasman, City Attorney
13181 Crossroads Parkway North
Suite 400 – West Tower
City of Industry, CA 91746
Facsimile: (562) 692-2244
22. **SURVIVING COVENANTS**

The Parties agree that the covenants contained in Sections 14, 16 and Paragraph 18.2 of Section 18, of this Agreement shall survive the expiration or termination of this Agreement.

23. **TERMINATION**

23.1. City shall have the right to terminate this Agreement for any reason on five (5) calendar days’ written notice to Vendor. Vendor shall have the right to terminate this Agreement for any reason on sixty (60) calendar days’ written notice to City. The effective date of termination shall be upon the date specified in the notice of termination. Vendor agrees that in the event of such termination, City’s obligation to pay Vendor shall be limited to payment only for those services satisfactorily rendered, as solely determined by the City, prior to the effective date of termination. Vendor agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.

23.2 If City terminates this Agreement due to no fault or failure of performance by Vendor, then Vendor shall be paid based on the work satisfactorily performed, as solely determined by the City, at the time of termination. In no event shall Vendor be entitled to receive more than the amount that would be paid to Vendor for the full performance of the services required by this Agreement.

24. **ASSIGNMENT**

Vendor shall not delegate, transfer, sub agreement or assign its duties or rights hereunder, either in whole or in part, without City’s prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any Party other than Vendor.

25. **NON-DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY**

25.1 In the performance of this Agreement, Vendor shall not discriminate against any employee, sub Vendor, or employment applicant because of race, color, creed, religion, sex, marital status, national origin, ancestry, age, physical or mental handicap, medical condition or sexual orientation. Vendor will take affirmative action to ensure that sub Vendors, employees, and employment applicants are treated without regard to their race, color, creed, religion, sex, marital status, national origin, ancestry, age, physical or mental handicap, medical condition or sexual orientation.

25.2 Vendor will, in all solicitations or advertisements for employees placed by or on behalf of Vendor state either that it is an equal opportunity employer or that all qualified applicants will receive consideration for employment without regard to race,
color, creed, religion, sex, marital status, national origin, ancestry, age, physical or mental handicap, medical condition or sexual orientation.

25.3 Vendor will cause the foregoing provisions to be inserted in all sub-agreements for any work covered by this agreement except agreements or sub-agreements for standard commercial supplies or raw materials.

26. **WARRANTIES**

26.1 Each Party has received independent legal advice from its attorneys with respect to the advisability of entering into and executing this Agreement, or has been provided with an opportunity to receive independent legal advice and has freely and voluntarily waived and relinquished the right to do so. Each Party who has not obtained independent counsel acknowledges that the failure to have independent legal counsel will not excuse such Party’s failure to perform under this Agreement.

26.2 In executing this Agreement, each Party has carefully read this Agreement, knows the contents thereof, and has relied solely on the statements expressly set forth herein and has placed no reliance whatsoever on any statement, representation, or promise of any other party, or any other person or entity, not expressly set forth herein, nor upon the failure of any other party or any other person or entity to make any statement, representation or disclosure of any matter whatsoever.

26.3 It is agreed that each Party has the full right and authority to enter into this Agreement, and that the person executing this Agreement on behalf of either Party has the full right and authority to fully commit and bind such Party to the provisions of this Agreement.

27. **CAPTIONS**

27.1 The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the section or paragraph thereof, as the case may be, and not such heading, shall control and govern in the construction of this Agreement.

27.2 Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).

28. **NON-WAIVER**

28.1 The waiver by City or Vendor of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or of any subsequent breach of the same or any other term, covenant or condition herein contained. In no event shall the making by City of any payment to Vendor
constitute or be construed as a waiver by City of any breach of covenant, or any default which may then exist on the part of Vendor, and the making of any such payment by City shall in no way impair or prejudice any right or remedy available to City with regard to such breach or default. No term, covenant or condition of this Agreement shall be deemed to have been waived by City or Vendor unless in writing.

28.2 Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance of the exercise by any Party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such Party of any of all of such other rights, powers or remedies.

28.3 Vendor shall not be liable for any failure to perform if Vendor presents acceptable evidence, in City’s sole judgment, that such failure was due to causes beyond the control and without the fault or negligence of Vendor.

29. COURT COSTS AND ATTORNEY FEES

In the event legal action shall be necessary to enforce any term, covenant or condition herein contained, the Party prevailing in such action, whether reduced to judgment or not, shall be entitled to its reasonable court costs, including accountants’ fees and expert witness fees, if any, and attorneys’ fees expended in such action. The venue for any litigation shall be Los Angeles County, California.

30. SEVERABILITY

If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to, the extent necessary to cure such invalidity or unenforceability, and in its amended form shall be enforceable. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

31. GOVERNING LAW

This Agreement shall be governed and construed in accordance with the laws of the State of California. The Parties shall bring any legal proceeding arising out of this Agreement in Los Angeles County, California.

32. COUNTERPARTS

This Agreement may be signed in any one or more counterparts all of which taken together shall be but one and the same Agreement. Any signed copy of this Agreement
or of any other document or agreement referred to herein, or copy or counterpart thereof, delivered by facsimile or email transmission, shall for all purposes be treated as if it were delivered containing an original manual signature of the Party whose signature appears in the facsimile or email and shall be binding upon such Party in the same manner as though an originally signed copy had been delivered.

33. **ENTIRE AGREEMENT**

All documents referenced as exhibits in this Agreement are hereby incorporated in this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Vendor with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the Parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed by City and Vendor.

[Signatures on Following Page]
TO EFFECTUATE THIS agreement, the Parties have caused their duly authorized representatives to execute this Agreement on the dates set forth below.

“CITY”
CITY OF PICO RIVERA

Gustavo Camacho, Mayor

Dated: ________________________

“VENDOR”
SCHOOL NUTRITION PLUS, INC.

Emily Burson, CEO

Dated: _____________________

ATTEST:

Anna M. Jerome, City Clerk

APPROVED AS TO FORM:

Arnold M. Alvarez-Glasman, City Attorney
EXHIBIT A

SCOPE OF SERVICE

SUBJECT: Emergency Senior Frozen Meals and Shelf Stable Meal Options

PROJECT SUMMARY:
The project entails providing frozen meals and shelf stable meal options for our COVID-19 Emergency Senior Congregate Meals Program participants. Vendor to provide complete “unitized” meals consisting of a frozen main course lunch, milk, vegetables and or fruit and bread and or grains based on adult meal pattern requirements from the California Department of Aging (CDA) Title IIIC Emergency Meal Guidance. Each meal shall provide one-third (1/3) of the current Dietary Reference Intakes included in the current Dietary Guidelines for Americans. Vendor shall also be required to comply with all state, local safety codes, food handling and Health Department requirements.

MEAL ORDERS:
City will place meal order within 2 business days of delivery date. Meal order quantity may vary on a week to week basis based upon demand.

MEAL DELIVERY:
Vendor to deliver ordered meals on a weekly basis. Delivery details are listed below:

Delivery Day: Wednesday
Delivery Time: No later than 10:00 a.m.
Delivery Location: Senior Center, 9200 Mines Avenue, Pico Rivera, CA 90660

Vendor to ensure meals are maintained at proper temperature during the duration of the delivery timeframe. A production/transport record that indicates times, temperatures and meal pattern standards shall accompany each meal. Meals will include a milk and spork kit and will be delivered to a central location frozen with reheating instructions in both English and Spanish.

PERMITS AND CERTIFICATES:
Vendor shall poses the following permits and certificates:

- Health Department Facility Health Permit;
Facility food preparation facility/caterer shall have a Grade A from the Department of Public Health;
- Caterer in charge shall have a ServSafe or equivalent (food management certificate);
- City of Pico Rivera Business License

FOOD PRODUCT LABELS:
Vendor to provide City with product labels showing portions and ingredients. Meals must meet and exceed current Dietary Guidelines for Americans.

SAMPLE MEAL:
Frozen Lunch Milk Bread or Grains Vegetables/Fruit or portions of both

INVOICES AND PAYMENTS:
Invoices will be emailed on a monthly basis and payments terms are net thirty (30) days of invoice date.

California Department of Aging
Title IIIC Emergency Meal Guidance for the PG&E Public Safety Power Shutoff / COVID-19
The following guidance is to assist Area Agencies on Aging (AAA) with providing emergency meals to their Title IIIC Nutrition Services Program (NSP) (formerly known as the Elderly Nutrition Program) clients during the COVID-19. The guidance is valid for COVID-19 emergencies through the end of fiscal year (FY) 2020.
If conditions allow, it is the responsibility of the AAA to assist the NSP providers in continuing to provide meals to congregate and home-delivered meal clients during an emergency. The intent to provide meals in emergencies is noted in the California Code of Regulations (CCR) 7636.1(8): Where feasible and appropriate, make arrangements for the availability of meals to participants during a major disaster, as defined in 42 U.S.C. 5122.(2).
Emergency meals should be approved by the AAA Registered Dietitian (R.D.) or provider R.D. and/or meet meal requirements as referenced in CCR 7638.5(a).

The California Department of Aging (CDA) is allowing flexibility during this time for those AAAs and/or their providers who have exhausted their current emergency meals and/or do not have appropriate meals available for this type of emergency.

Please follow the guidelines below for Title IIIC NSP emergency meals during COVID-19. All meal components must be included in the meals provided to be counted as an NSP meal served to an eligible participant. Sodium, fat, whole grain, and fiber requirements will not be enforced during this time.

<table>
<thead>
<tr>
<th>Meal Component</th>
<th>Flexibility &amp; Examples</th>
</tr>
</thead>
</table>
| **Milk**       | • May use any variety of an 8-ounce shelf stable milk or soy beverage.  
                 • All shelf-stable milk or soy beverages provided should be a single serving since there is no refrigeration available which is required after opening. |
| **Bread/Grain**| • May use any variety of bread/grain. It does not need to be whole grain.  
                   • May use crackers, pre-popped popcorn, loaf of bread, etc. |
| **Fruit**      | • May use whole fruits such as bananas, apples, oranges, etc.  
                   • Canned Fruits in juice.  
                   • 100% fruit juice  
                   • Dried fruits such as raisins. |
<table>
<thead>
<tr>
<th>Vegetable</th>
<th>Protein</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vegetables from all the five vegetable subgroups—dark green, red and orange, legumes (beans and peas), starchy, and other. These include all fresh, frozen, canned, and dried options in cooked or raw forms, including vegetable juices.</td>
<td>The protein group contains foods from both animal and plant sources. Legumes (beans and peas) may also be considered part of the protein foods group as well as the vegetables group but one serving cannot count as both a protein and vegetables.</td>
</tr>
<tr>
<td>• May use vegetable juice (8oz).</td>
<td>• Protein group does not need to meet fat or sodium requirements.</td>
</tr>
<tr>
<td>• Dried vegetable chips such as sweet potato, taro or green bean chips.</td>
<td>• May use 2 Tbsp of peanut butter single service or provide a jar.</td>
</tr>
<tr>
<td></td>
<td>• Single serving canned tuna (3oz) since there is no refrigeration is available which is required after opening. Please remember to include condiments such as mayo and mustard.</td>
</tr>
</tbody>
</table>
PROFESSIONAL SERVICES AGREEMENT
School Nutrition Plus, Inc.
Pg. 19 of 27

EXHIBIT "B"
VENDOR'S BID & FEE SCHEDULE

SCHOOL NUTRITION PLUS

PROPOSAL FOR:

CITY OF PICO RIVERA
RFB 2020 - ESMP VENDOR

School Nutrition Plus
6424 Clara Street
Bell Gardens, CA 90201

Office: 323-984-7712
Fax: 818-475-5480

Email: info@schoolnutritionplus.com

Copyright 2015, All Rights Reserved
INTRODUCTION/PURPOSE

To: City of Pico Rivera
Re: RFB 2020 – ESMP Vendor

From: School Nutrition Plus, Inc.
Date: August 7, 2020

The City of Pico Rivera Department of Parks and Recreation enhances the quality of life of Pico Rivera present and future generations by providing safe and welcoming parks and facilities, and creative programming, while promoting opportunities for healthy lifestyles. As such, your commitment to excellence is strong and I am proud to present School Nutrition Plus as a continued partner in achieving this mission. We are committed to providing quality food service and nutrition education, unmatched by our competitors, to your organization. We have chefs and registered dietitians who are ready to cater to your unique needs and recognize that the health of your children and employees has a significant impact on performance. At SNP, we customize a plan to meet your specific goals and take an individual approach to the needs of your organization.

We are a scratch-cooking operation and frequently use local, seasonal produce on our menus. We can accommodate special diets, cultural preferences, special event catering, and can provide customized menus for each of our partners out of our kitchens in Hollywood, Bell Gardens, and Pacoima. SNP’s menus, production, and transportation records are fully compliant with the Healthy, Hunger-Free Kids Act and the latest COVID-19 emergency guidance. We regularly attend seminars and trainings to ensure that we stay current on NSLP, CAD, SFSP, and CACFP regulations. We have a compliance director on staff whose responsibility it is to make sure you receive full reimbursement for your meals. We can provide City of Pico Rivera.
Department of Parks and Recreation with unitized frozen and shelf stable meals that are designed for meal operations with one or more servers.

We at SNP value our employees, just as much as our clients, and are committed to providing the best work and personal life opportunities we can. We currently offer a company matching 401K plan to our part and full-time employees, and subsidized health, dental and vision benefits. We have a wellness reimbursement plan and a points-based rewards system that we use as tools in attracting and retaining excellent staff. Our employees are the best in the business and I'm proud to say that they have received the following certifications and trainings:

- ServSafe Manager Certification
- Leadership and Customer Service through Ascend Training Solutions
- Preventing Workplace Harassment through Parallax Education
- CPR Certification
- OSHA Training

The purpose of this proposal is to provide City of Pico Rivera Department of Parks and Recreation with all the information required by the RFB to enter into a contract agreement with School Nutrition Plus, Inc. to provide food vending to meet the goals of your organization. We believe you will find our proposal complete and once you have had the opportunity to review the information, you will discover that our approach brings the greatest value and foodservice program support to City of Pico Rivera Department of Parks and Recreation.

Sincerely,

Emily Burson, RD
CEO
School Nutrition Plus, Inc.
BID FORM

Name of Company: School Nutrition Plus, Inc.

Type of Company: Catering

Company Address: 6424 Clara Street Bell Gardens, CA 90201

Company Phone: (323)984-7712  Fax: (818)475-5480

Number of years the company has been in food service business: 11

Unit Price Schedule

Bidders are to submit prices on the following meal types meeting the agreement specifications set forth in Exhibit A:
Scope of Services.

<table>
<thead>
<tr>
<th>Meal Type</th>
<th>A. Estimated Servings Per Week</th>
<th>B. Estimated Number of Serving Weeks</th>
<th>C. Unit Price</th>
<th>D. Total Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unitized Meal with Milk</td>
<td>1000</td>
<td>18</td>
<td>$3.25</td>
<td>$58,500</td>
</tr>
</tbody>
</table>

Bidders shall submit their bids on an "all or none" basis. Except as otherwise provided in this solicitation, if a contract is awarded as a result of this solicitation, it will bind the agency during the term of the contract, secure all of the identified meals from the successful bidder, and such contract shall bind the bidder/contractor to perform all such work ordered by the agency at prices specified in the contract. Award will be made to a single responsive and responsible bidder on the basis of the lowest aggregate cost to the agency. Evaluation of prices will be on the basis of the estimated requirements set forth herein.

In the event of any inconsistencies or errors, the unit price (D) shall take precedence.

Signature: ___________________________ Date: ___________________________

Printed Name and Title: Emily Burson  CEO

E-Mail: emily@schoolnutritionplus.com
# REFERENCES FORM

Bidder is required to provide a minimum of two (2) references where services of a similar size and nature were performed within the past three (3) years. This will enable the City of to judge the responsibility, experience, skill, and business standing of the Bidder.

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Contact Name</th>
<th>Address</th>
<th>Phone Number</th>
<th>Fax Number</th>
<th>Dollar Value of Contract</th>
<th>Contract Dates</th>
<th>Requirements of Contract</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fenton Charter Public Schools</td>
<td>Irene Sumida</td>
<td>8928 Sunland Blvd. Sun Valley, CA 91352</td>
<td>(818)962-3630 x 5113</td>
<td>(818)394-9644</td>
<td>$2,300,000.00</td>
<td>2010 - Present</td>
<td>Provide breakfast, lunch, snack, and supper to five school sites.</td>
</tr>
<tr>
<td>Para Los Ninos</td>
<td>Sarah Figueroa</td>
<td>5000 Hollywood Blvd. Los Angeles, CA 90027</td>
<td>(213)250-4800 x 502</td>
<td>N/A</td>
<td>$360,000.00</td>
<td>2018 - Present</td>
<td>Provide breakfast, lunch and snacks to three school sites.</td>
</tr>
<tr>
<td>YMCA</td>
<td>Vanese Daniels</td>
<td>5361 Ocana Ave. Lakewood, CA 90713</td>
<td>(323)273-3112</td>
<td>N/A</td>
<td>$50,000.00</td>
<td>2019 - Present</td>
<td>Provide summer lunch meals to multiple sites.</td>
</tr>
</tbody>
</table>
PROFESSIONAL SERVICES AGREEMENT
COUNTY OF LOS ANGELES
School Nutrition Plus, Inc.

PUBLIC HEALTH PERMIT
FY 2020/2021
Valid Until 6/30/2021

PR Number: PR0177556
Program ID: SCHOOL NUTRITION PLUS
Description: CATERER (2,000 + SQ. FT.)

Facility Owner - Mail Address
SCHOOL NUTRITION PLUS, INC.
6424 CLARA ST
BELL GARDENS, CA 90201

Facility Location
SCHOOL NUTRITION PLUS, INC.
6424 CLARA ST
BELL GARDENS, CA 90201

SFI
OVERALL INSPECTION COMMENTS

No significant health code violations observed at time of inspection.

It is improper and illegal for any County officer, employee or inspector to solicit bribes, gifts or gratuities in connection with performing their official duties. Improper solicitations include requests for anything of value such as cash, free services, paid travel or entertainment, or tangible items such as food or beverages. Any attempt by a County employee to solicit bribes, gifts or gratuities for any reason should be reported immediately to either the County manager responsible for supervising the employee or to the Fraud Hotline at (866) 944-6868 or www.lacountyfraud.org. YOU MAY REMAIN ANONYMOUS.

Posting of the final Score/Grade is required in those cities that have adopted County Ordinance 97-0071.

1. Failure to correct the violations by the compliance date may result in an additional fee for each additional re-inspection.

2. Your signature on this form does not constitute agreement with its contents. You may discuss this content of this report or your grade with the department by contacting the supervisor at the Environmental Health office indicated on page one of this report. Until such time as a decision is rendered by the department, the content of this report and the grade shall remain in effect.

3. If you are not satisfied with your score or grade on this report, you may be eligible for an Owner Initiated Inspection, which may result in a change in your grade. Contact your Environmental Health office indicated on the front page of this report within 3 business days for eligibility determination and fee information.

By signing below the Person in Charge/Owner understands the above noted violations and statements.
ServSafe®
CERTIFICATION

LOUIS MARTINEZ

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the American National Standards Institute (ANSI)-Conference for Food Protection (CFP).

15628049
CERTIFICATE NUMBER

5281
EXAM FORM NUMBER

9/23/2017
DATE OF EXAMINATION

9/23/2022
DATE OF EXPIRATION

Local laws apply. Check with your local regulatory agency for recertification requirements.

Signed:

[Signature]

Sherman Illinois
SVP, National Restaurant Association Education Foundation

40656

[Stamp]

©2015 National Restaurant Association Educational Foundation (NRAEF). All rights reserved. ServSafe® and the ServSafe logo are trademarks of the NRAEF.

Contact us with questions at 175 W Jackson Blvd, Ste 1500, Chicago, IL 60604 or 1-800-944-4455
PROOF OF PUBLICATION
(2015.5 C.C.P.)

STATE OF CALIFORNIA
County of Los Angeles

I am a citizen of the United States, and a resident of the
county aforesaid. I am over the age of eighteen years
and not a party to or interested in the above-entitled
matter. I am the principal clerk of the printer of
WHITTIER DAILY NEWS, a newspaper of general
circulation for the City of Whittier, by the Superior Court
of the County of Los Angeles, State of California, on the
date of October 10, 1960, Case Number 369393. The
notice, of which the annexed is a true printed copy, has
been published in each regular and entire issue of said
newspaper and not in any supplement thereof on the
following dates, to wit:

07/17/2020

I declare under the penalty of perjury that the foregoing is
true and correct.

Executed at Monrovia, LA Co. California
On this 30th day of July, 2020.

[Signature]
NOTICE INVITING BIDS  
EMERGENCY SENIOR MEAL PROGRAM  

RFP 2020 – ESMP VENDOR  

NOTICE IS HEREBY GIVEN that the City of Pico Rivera, California (the "City") invites sealed Bids for the Project. The City will receive such Bids at the Parks and Recreation Administration Office, 7607 Parmelee Boulevard, Pico Rivera, California 90660 up to 3:00 p.m. on August 7, 2020, at which time they will be publicly opened and read aloud.

All Bids must be written on the forms furnished by the City. Each Bid must be submitted in a sealed envelope addressed to the City of Pico Rivera, Parks and Recreation - SEALED BID/ RFP 2020- ESMP, clearly printed on the envelope.

SCOPE OF WORK. This Work will be performed in strict conformance with the Contract Documents, permits from regulatory agencies with jurisdiction, and applicable regulations. The quantity of work to be performed and materials to be furnished are approximations only, being given as a basis for the comparison of Bids. Actual quantities of work to be performed may vary at the discretion of the Director of Parks and Recreation.

OBTAINING BID DOCUMENTS. Bidders may obtain free copies of the Specifications and other Contract Documents by emailing a request to ktorres@pico Rivera.org Hard copies of the Contract Documents are not available at this time.

MINIMUM QUALIFICATIONS. Each Bidder shall possess demonstrated experience, having three (3) years of experience as a food service provider and the ability to:

A. Provide uniformly prepared, properly prepared and ready to eat meals, as specified in the Specifications provided by the USDA; and
B. Accommodate and provide for additional orders/modifications with two (2) business days’ notice; and
C. Meet the required delivery dates/times.

The successful Contractor must also possess a current City business license.

QUESTIONS. Bidders are required to email their questions to the City Project Contact at ktorres@pico Rivera.org. Questions are acceptable until 4:00 pm on or before Thursday, July 30, 2020. Any questions submitted after 4:00 pm on July 30, 2020 will not be answered. Questions and answers and/or any responses will be issued by August 4, 2020 as an addendum. It is the Vendor’s responsibility, to check with the City Project Contact for any addenda that are released. Bidders shall acknowledge receipt of all addenda documentation if any with the submitted bid proposal.

CITY PROJECT CONTACT INFORMATION:
Name: Kori Torres  
Contact Number: 562.901.4424  
E-mail address: ktorres@pico Rivera.org

By: Kori Torres  
Senior Analyst  
Whittier Daily News  

July 17, 2020  
Date  

RFP# 113981/0
## BID MATRIX
RFB 2020 - ESMP Vendor
Opened: August 7, 2020
Reviewer: Kaili Torres

<table>
<thead>
<tr>
<th>COMPANY NAME</th>
<th>UNIT PRICE PER MEAL</th>
<th>RANK</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bateman, DBA TRIO Community Meals</td>
<td>$4.02</td>
<td>3</td>
</tr>
<tr>
<td>Better 4 You Meals</td>
<td>$4.15</td>
<td>4</td>
</tr>
<tr>
<td>Foodservice Outreach, Inc., DBA Pacific Catering, Inc.</td>
<td>$3.65</td>
<td>2</td>
</tr>
<tr>
<td>K12 Schools Services, DBA Fresh Start Healthy School Meals</td>
<td>$2.65</td>
<td>NA - REJECTED</td>
</tr>
<tr>
<td>School Nutrition Plus, Inc.</td>
<td>$3.25</td>
<td>1</td>
</tr>
</tbody>
</table>
To: Mayor and City Council

From: City Manager

Meeting Date: September 8, 2020

Subject: AWARD VETERANS AND LADIES AUXILIARY PARK PLAYGROUND RENOVATION PROJECT NO. 50031 CONTRACT TO PLAYCORE WISCONSIN, INCORPORATED, AND AMEND THE FISCAL YEAR 2020-21 BUDGET

Recommendation:

1. Award a Professional Service Agreement to Playcore Wisconsin, Inc., dba: Game Time, Inc. to replace the playground and surfacing for an amount of $80,234 and execute an agreement in a form approved by the City Attorney; and

2. Amend the fiscal year (FY) 2020-21 adopted budget by allocating $92,269 in appropriations to the Miscellaneous State Grants Fund 699 (Account No. 699.70.7300-54500).

Fiscal Impact:

The total project budget is $92,269 (Enclosure 3); $80,234 for contracted services, and $12,035 in contingency costs. On December 30, 2019, the City entered into a grant contract with the State of California allocating $359,000 in Specified Grant funds for several park renovation projects (Grant), including the replacement of the playground area at the Veterans and Ladies Auxiliary Park (VLA Park). The total project amount will be fully reimbursed through this Grant and is inclusive of contingency costs for any unforeseen fees. If approved, this action would amend the FY 2020-21 budget by allocating $92,269 to the Miscellaneous State Grants Fund 699 (Account No. 699.70.7300-54500). There is no impact to the General Fund.

Background:

The Veterans and Ladies Auxiliary Park was constructed in 2001 and opened to the public in September 2002. The current playground equipment and surrounding area, original to the park, is now 18 years old. This playground structure does not meet the most recent minimum standards as set by the Consumer Product Safety Commission (CPSC) for public playground safety. In addition, the pour-and-play surfacing, also original to the park, has deep worn holes throughout making the play area non-compliant with the
American with Disabilities Act (ADA). Moreover, the current pour-and-play surfacing is only located in areas directly leading to the stairway of the play structure; the remaining playground area is covered in wood chips.

**Discussion:**

Proposed renovations to the VLA Park playground area include replacing the play equipment, installing new pour-and-play surfacing throughout, painting the existing playground area fence and installing a new cement pad next to the playground area with picnic benches for families to enjoy while their children are playing. The proposed new play equipment and surfacing meets the most recent minimum standards set by the CPSC for public playground safety, and is ADA compliant.

Game Time, Inc. was selected as the appropriate vendor for the project as they were awarded Contract No. 201700134, by U.S. Communities Government Purchasing Alliance (U.S. Communities), for playground equipment procurement and labor services, resulting from the nationally competitive bidding process (RFP No. 269-2017-028). U.S. Communities contracts’ leverage national volume pricing and provide members with a streamlined contracting process, allowing the City to forgo lengthy bidding processes. The City’s membership entitles access to the previously competitively bid national contracts that include language regarding competitive bidding, prevailing wage, and federal funding thus allowing the City to piggyback on a contract awarded to Game Time by U.S. Communities. Furthermore, Game Time is willing and able to comply with the City’s Community Workforce Agreement.

The recommended purchase and service agreement is in compliance with Pico Rivera Municipal Code, Chapter 3.20.030.

**Environmental Analysis:**

The project has been reviewed for environmental compliance. Pursuant to the guidelines of the California Environmental Quality Act (CEQA), the VLA Park playground renovation project is categorically exempt under Class 2 Section 15302, and Class 3 Section 15303 (Enclosure 2). Under CEQA, this project is exempt if the scope of work consists of the replacement and reconstruction of existing structures and facilities located on the same site with substantially the same purpose and capacity and where construction of minor small structures that are normally located within municipal parks. The Notice of Exemption was filed with the Los Angeles County Clerk in December 2019, as required for the acceptance of the California Specified grant funds authorized by City Council on October 8, 2019.
Conclusion:

Staff recommends that City Council approve the award of contract to Game Time for an amount of $80,234 and amend to the FY 2020-21 budget to allocate $92,269 in funds to complete the playground renovation project at the VLA Park. The project is set to be completed no later than January 31, 2021.

Steve Carmona

SC:SP:kt

Enclosures: 1) Agreement
  2) Notice of Exemption
  3) Project Budget
AGREEMENT NO. ________

BETWEEN THE CITY OF PICO RIVERA AND GAME TIME, INC.
FOR THE VETERAN’S & LADIES AUXILIARY PLAYGROUND REPLACEMENT PROJECT

THIS SERVICE AGREEMENT FOR THE VETERAN’S & LADIES AUXILIARY PLAYGROUND REPLACEMENT (“Agreement”) is made and entered this 8th day of September, 2020 (“Effective Date”), by and between the CITY OF PICO RIVERA, a California municipal corporation (“City”) and Playcore Wisconsin, Inc. d/b/a Game Time, Incorporated, a corporation (C1854135) (“Contractor”). Contractor’s California State Contractor’s license number is 855664. City and Contractor may be collectively referred to as the “Parties.”

RECITALS

A. City requires playground renovation and replacement services at the Veterans and Ladies Auxiliary Park, located at 9325 Garth Gardner Lave, Pico Rivera, California 90660 (“Project”). Contractor has represented to City that Contractor is qualified to perform said services and has submitted a proposal to City for same.

B. City desires to have Contractor perform said services on the terms and conditions set forth herein.

NOW, THEREFORE, based on the foregoing Recitals and for good and valuable consideration, the receipt and sufficiency of which is acknowledged by both Parties, City and Contractor hereby agree as follows:

AGREEMENT

1. Incorporation of Recitals. The above “Recitals” constitute a material part hereof, and shall hereby be incorporated by reference as though fully set forth herein.

2. Contract Documents. The Contract Documents consist of this Agreement, Community Workforce Agreement (CWA), Letter of Assent, the Bonds, and permits from regulatory agencies with jurisdiction. In the event there is a conflict between the terms of the Contract Documents, this Agreement shall govern.

The Contract Documents are attached hereto and incorporated herein by reference. Order of preference for the Contract Documents are set forth as:
a. This Agreement

b. Vendor’s Quote dated August 14, 2020 – Appendix I

c. All other documents, including but not limited to all required insurance, work
force agreements, bonds, certificates, permits, notices, schedules, forms,
certifications and affidavits.

3. **Scope of Services.** Contractor shall perform and provide all materials, tools,
equipment, labor, and services necessary to complete the Work in a good and
workmanlike manner for the Project, as further described in the Contract Documents.

4. **Compensation.**

   4.1 **Contract Price and Basis for Payment.** In consideration for Contractor’s full,
complete, and timely performance of the Work required by the Contract Documents, City
shall pay Contractor for the actual quantity of Work required under the Bid Items awarded
by U.S. Communities, and performed in accordance with the lump sum prices and unit
prices for Bid Items, set forth in the Contractor’s Quotation dated August 14, 2020
(Appendix I). The sum of the unit prices and lump sum prices for the Bid Items, awarded
by the City is EIGHTY-THOUSAND TWO-HUNDRED THIRTY-FOUR DOLLARS AND
NO CENTS ($80,234.00) (“Contract Price”). It is understood and agreed that the
quantities set forth in the Bidder’s Proposal for which unit prices are fixed are estimates
only and that City will pay and Contractor will accept, as full payment for these items of
work, the unit prices set forth in the Bidder’s Proposal multiplied by the actual number of
units performed, constructed, or completed as directed by the designated “City Engineer”
defined below.

   4.2 **Payments.** Prior to the first day of the month, during the progress of the
work, commencing on labor start date, Contractor shall submit to the Contract Officer a
complete itemized payment request for all labor and materials incorporated into the work
during the preceding month and the portion of the contract sum applicable thereto. Upon
receipt of a properly presented payment request, the Contract Officer shall process the
payment request in accordance with Public Contracts Code Section 20104.50. The
Contract Officer shall review the payment request as soon as possible. If the Contract
Officer rejects the payment request, it shall be returned to the Contractor within seven (7)
days of its receipt by the City with an explanation for the reasons of its rejection. If the
payment request is approved in writing by the Contract Officer, payment shall be made in
thirty (30) days of receipt of an undisputed and properly presented payment request. Late
payments shall bear interest at the legal rate of interest in accordance with Code of Civil
Procedure 685.010. City shall pay Contractor a sum based upon ninety-five percent
(95%) of the contract price apportionment of the labor and materials incorporated into the
work under the contract during the month covered by said statement. The remaining five percent (5%) thereof shall be retained as performance security. Refer to Section 9 of this Agreement for retention of funds.

4.3 Retention of Funds. Progress payments shall be made in accordance with the provisions of Section 4.2 of this Agreement. In accordance with said section, City shall pay Contractor a sum based upon ninety-five percent (95%) of the contract price apportionment of the labor and materials incorporated into the work under this Agreement during the month covered by said statement. The remaining five percent (5%) thereof shall be retained as performance security to be paid to the Contractor within sixty (60) days after final acceptance of the work by the City Council, after Contractor shall have furnished City with a release of all undisputed contract amounts, if required by City. In the event there are any claims specifically excluded by Contractor from the operation of the release, the City may retain proceeds (per Public Contract Code 7107) of up to 150% of the amount in dispute. City’s failure to deduct or withhold shall not affect Contractor’s obligations hereunder.

4.3 Extra Work. City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said extra work. No such extra work may be undertaken unless a written change order is first given by the Contract Officer, as defined below, to the Contractor, incorporating therein any adjustment in (i) the Contract Sum, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Contractor. Any increase in compensation of fifteen percent (15%) or less of the Contract Sum, or in the time to perform of one hundred eighty (180) days or less may be approved by the Contract Officer. Any greater increases, taken either separately or cumulatively must be approved by the City Council. It is expressly understood by Contractor that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services or reasonably contemplated therein. Contractor hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Contractor anticipates and that Contractor shall not be entitled to additional compensation therefor.


5.1 Initial Notice to Proceed. City shall issue the “Notice to Proceed to Fulfill Preconstruction Requirements and Order Materials.” The date specified in the Notice to Proceed to Fulfill Preconstruction Requirements and Order Materials constitutes the date of commencement of the Contract Time of ___90___ Working Days. The Contract Time includes the time necessary to fulfill preconstruction requirements, place the order for
materials, and to complete construction of the Project (except as adjusted by subsequent Change Orders).

The Notice to Proceed to Fulfill Preconstruction Requirements and Order Materials shall further specify that the Contractor must complete the preconstruction requirements and order materials within ___30___ Working Days after the date of commencement of the Contract Time; this duration is part of the Contract Time.

Preconstruction requirements include, but are not limited to, the following:
• Submitting and obtaining approval of critical required submittals

5.2 Notice to Proceed with Construction. After all preconstruction requirements are met and materials have been ordered in accordance with the Notice to Proceed to Fulfill Preconstruction Requirements and Order Materials, City shall issue the “Notice to Proceed with Construction,” at which time Contractor shall diligently prosecute the Work, including corrective items of Work, day to day thereafter, within the remaining Contract Time.


6.1 Liquidated Damages. Contractor and City have agreed to liquidate damages pursuant to the cost of repair and replacement of equipment and materials, including labor and delivery costs.

7. Early Completion.

Not applicable.

8. Work after Stop Work Notice. Any work completed by Contractor after the issuance of a Stop Work Notice by City shall be rejected and/or removed and replaced.

9. Antitrust Claims. In entering into this Agreement, Contractor offers and agrees to assign to City all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec.§ 15) or under the Cartwright Act (Business and Professions Code Section 16700 et seq.) arising from purchases of goods, services, or materials pursuant to the Agreement. This assignment shall be made and become effective at the time City tenders final payment to Contractor without further acknowledgment by the parties.
10. **Prevailing Wages.** City and the Contractor acknowledge that the Project is a public work to which prevailing wages apply. City has entered into the CWA with the Los Angeles and Orange Counties Building and Construction Trades Council attached as Appendix II, which requires the payment of prevailing wages on general public works contracts of greater than $250,000 and specialty contracts of greater than $50,000 and certain labor compliance provisions. Specialty contracts are entered into between City and specialty contractors as defined in Business and Professions Code Section 7058, including Sections 832.02 through 832.62 of Title 16 of the California Code of Regulations. Contractor awarded the Contract for the Work and all Subcontractors must agree to be bound by the CWA during performance of the Work. Each Contractor must submit a completed and executed Letter of Assent with its Agreement; failure of an Agreement to be accompanied by the Contractor’s completed and executed Letter of Assent will render the Agreement to be rejected.

An awarded Contractor shall comply with provisions of the CWA, including without limitation: (i) craft labor hiring practices; (ii) alternative dispute resolution procedures for Site grievances and jurisdictional disputes; and (iii) prevailing wage rate responsibilities. The CWA shall not apply if City receives funding or assistance from any Federal, State, local or other public entity for the Construction Contract if a requirement, condition or other term of receiving that funding or assistance, at the time of the awarding of the contract, is that City not require, bidders, contractors, subcontractors or other persons or entities to enter into an agreement with one or more labor organization or enter into an agreement that contains any of the terms of the CWA. Public Works projects not covered by the CWA shall be subject to the prevailing wage requirements of the California Uniform Public Construction Cost Accounting Act which has been adopted by the City.

11. **Workers’ Compensation.** Labor Code Sections 1860 and 3700 provide that every contractor will be required to secure the payment of compensation to its employees. In accordance with the provisions of Labor Code Section 1861, by signing this Agreement, Contractor certifies as follows:

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

12. **Miscellaneous Statutory Requirements**
12.1 **Contractor License.** Contractor shall possess a California contractor's license type for the performance of the Project.

12.2 **Ineligible Contractor Prohibited.** Any contractor or subcontractor who is ineligible to perform work on a public works project pursuant to Section 1777.1 or 1777.7 of the Labor Code is prohibited from performing work under this Agreement.

12.3 **Compliance with SB 854 Registration.** This Project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. No prime contractor or subcontractor may be listed on a bid proposal for a public works project (submitted on or after March 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. No prime contractor or subcontractor may be awarded a contract for public work on a public works project (awarded on or after April 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. Contractor will be required to post job site notices as described in 8 California Code of Regulation section 16451(d).

12.6 **Utility Relocation.** City is responsible for removal, relocation, or protection of existing main or trunkline utilities to the extent such utilities were not identified in the invitation for bids or specifications. City shall reimburse contractor for any costs incurred in locating, repairing damage not caused by contractor and removing or relocating such unidentified utility facilities, including equipment idled during such work. Contractor shall not be assessed liquidated damages for delay arising from the removal or relocation of such unidentified utility facilities.

12.7 **Third Party Claims Notification.** City shall timely notify Contractor in writing of any third-party claims relating to the contract.

12.8 **Unfair Business Practices Claims.** Contractor or subcontractor offers and agrees to assign to City all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Section 15) or under the Cartwright Act (Chapter 2, (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services or materials pursuant to the public works contract or the subcontract. This assignment shall be made and become effective at the time City renders final payment to the Contractor without further acknowledgment by the parties. (Section 7103.5, California Public Contract Code.).
12.9 **Day’s Work.** Contractor acknowledges that under California Labor Code sections 1810 *et seq.*, 8 hours of labor constitutes a legal day’s work. Contractor will forfeit as a penalty to City the sum of $25.00 for each worker employed in the execution of this Contract by Contractor or any subcontractor for each calendar day during which such worker is required or permitted to work more than 8 hours in any one calendar day and 40 hours in any one calendar week in violation of the provisions of Labor Code section 1810. (Labor Code § 1813).

12.10 **Hazardous Materials and Unknown Conditions.** Contractor shall notify City in writing of the discovery of any of the following conditions, without disturbing the condition, as soon as Contractor, or any of Contractor’s subcontractors, agents or employees have knowledge and reporting is possible:

1. The presence of any material that Contractor believes is hazardous waste, as defined in Section 25117 of the Health and Safety Code;

2. Subsurface or latent physical conditions at the site differing from those indicated in the specifications; or,

3. Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of this character provided for in this Agreement.

Pending a determination by City of appropriate action to be taken, Contractor shall provide security measures (e.g., fences) adequate to prevent the hazardous waste or physical conditions from causing bodily injury to any person.

City shall promptly investigate the reported conditions. If City, through its Director of Community Development and Public Works, or her designee, and in the exercise of its sole discretion, determines that the conditions do materially differ, or do involve hazardous waste, and will cause a decrease or increase in Contractor’s cost of, or time required for, performance of any part of the work, then City shall issue a change order.

In the event of a dispute between City and Contractor as to whether the conditions materially differ, or involve hazardous waste, or cause a decrease or increase in the Contractor’s cost of, or time required for, performance of any part of the work, Contractor shall not be excused from any scheduled completion date, and shall proceed with all work to be performed under the Contract. Contractor shall retain any and all rights which pertain to the resolution of disputes and protests between the parties.
12.11 Payroll Records. Contractor shall maintain the certified payroll records required by Labor Code Sec. 1776 and shall report such records directly to the California Labor Commissioner as required by Labor Code Sec. 1771.4. Contractor and any subcontractor shall: (1) keep accurate payroll records and verify such records in writing under penalty of perjury, as specified in Section 1776, (2) certify and make such payroll records available for inspection as provided by Section 1776, and (3) inform City of the location of the records. The Contractor shall inform the City of the location of the records enumerated under Labor Code Sec. 1776, including the street address, city, and county, and shall, within five (5) working days, provide a notice of a change of location and address. The Contractor has ten (10) days in which to comply subsequent to receipt of a written notice requesting these records, or as a penalty to City, Contractor shall forfeit $100.00 for each Day, or portion thereof, for each worker, until strict compliance is effectuated. Upon the request of the Division of Labor Standards Enforcement, these penalties shall be withheld from progress payments then due.

12.12 Employment of Apprentices. Nothing in this Agreement prevents Contractor or any subcontractor from employing properly registered apprentices in the execution of the Contract. Contractor is responsible for compliance with Labor Code section 1777.5 for all apprenticeable occupations. This statute requires that contractors and subcontractors must submit contract award information to the applicable joint apprenticeship committee, must employ apprentices in apprenticeable occupations in a ratio of not less than one hour of apprentice’s work for every five hours of labor performed by a journeyman (unless an exception is granted under §1777.5), must contribute to the fund or funds in each craft or trade or a like amount to the California Apprenticeship Council, and that contractors and subcontractors must not discriminate among otherwise qualified employees as apprentices solely on the ground of sex, race, religion, creed, national origin, ancestry or color. Only apprentices defined in Labor Code section 3077, who are in training under apprenticeship standards and who have written apprentice contracts, may be employed on public works in apprenticeable occupations.

13. Termination.

13.1. Termination for Convenience. City may terminate this contract, in whole or in part, with 30 days’ written notice to Contractor when it is in City’s best interest. Contractor shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. Contractor shall promptly submit its termination claim to City to be paid Contractor. If Contractor has any property in its possession belonging to City, Contractor will account for the same, and dispose
of it in the manner City directs. Contractor may terminate this contract, in whole, with 90 days written notice to City.

13.2 **Termination for Default.** If at any time Contractor is determined to be in material breach of the Agreement, a Notice of Potential Breach of Agreement shall be prepared by City, and will be served upon Contractor and its sureties. If Contractor continues to neglect or refuses to comply with the Agreement or with the Notice of Potential Breach of Contract to the satisfaction of City within the time specified in such Notice, City shall have the authority to terminate the Agreement for this Project.

13.3 **Waiver of Remedies for any Breach.** In the event that City elects to waive its remedies for any breach by Contractor of any covenant, term or condition of this Contract, such waiver by City shall not limit City’s remedies for any succeeding breach of that or of any other term, covenant, or condition of the Contract.

a. 14. **Community Workforce Agreement.** Contractor acknowledges and agrees that Contractor and its Subcontractors of any tier each agree to comply with the terms and conditions of the Community Workforce Agreement (“CWA”) executed between the City and the Los Angeles and Orange Counties Building and Construction Trades Council, attached hereto as part of the Contract Documents. Contractor must submit a completed and executed Letter of Assent, attached hereto as “Exhibit B” and incorporated herein by this reference.

15. **Titles.** The titles used in this Contract are for convenience only and shall in no way define, limit or describe the scope or intent of this Agreement or any part of it.

16. **Authority.** Any person executing this Agreement on behalf of Contractor warrants and represents that he or she has the authority to execute this Agreement on behalf of Contractor and has the authority to bind Contractor to the performance of its obligations hereunder.

17. **Entire Agreement.** This Agreement, including the Contract Documents and any other documents incorporated herein by specific reference, represents the entire and integrated Agreement between City and Contractor. This Agreement supersedes all prior oral or written negotiations, representations or agreements. This Agreement may not be modified or amended, nor any provision or breach waived, except in a writing signed by both parties that expressly refers to this Agreement.
18. **Attorney’s Fees and Costs.** If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees. Attorney's fees shall include attorney's fees on any appeal, and in addition a party entitled to attorney's fees shall be entitled to all other reasonable costs for investigating such action, taking depositions and discovery and all other necessary costs the court allows which are incurred in such litigation. All such fees shall be deemed to have accrued on commencement of such action and shall be enforceable whether or not such action is prosecuted to judgment.

19. **Independent Contractor** - Contractor is and shall at all times remain as to City, a wholly independent contractor. Neither the City, nor any of its officers, employees or agents shall have control over the conduct of Contractor or any of Contractors’ officers, employees or agents, except as herein set forth. Contractor shall not at any time or in any manner represent that it or any of its officers, employees or agents are in any manner officers, employees or agents of City, nor shall City officers, employees or agents be deemed the officers, employees, or agents of Contractor as a result of this Contract.

20. **Notice.** Any notice, demand, request, document, consent, approval, or communication either party desires or is required to give to the other party or any other person shall be in writing and shall be deemed to be given when served personally or deposited in the U.S. Mail, prepaid, first-class mail, return receipt requested, addressed as follows:

   To City:   City of Pico Rivera  
   6615 Passons Boulevard  
   Pico Rivera, California 90660  
   Attention:  City Engineer

   To Contractor: Game Time, Incorporated  
   150 Playcore Drive SE  
   Fort Payne, AL 35967  
   Attention:  Clint Whiteside

21. **Prohibition Against Assignment.** The experience, knowledge, capability and reputation of Contractor, its principals and employees were a substantial inducement for City to enter into this Agreement. Neither this Agreement nor any interest herein may be
transferred, assigned, conveyed, hypothecated or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Contractor, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this Agreement shall be void. No approved transfer shall release the Contractor or any surety of Contractor of any liability hereunder without the express consent of City.

22. **Counterparts.** This Agreement may be executed in counterpart originals, duplicate originals, or both, each of which is deemed to be an original for all purposes.

[Signatures on following page]
IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

CITY OF PICO RIVERA
(“City”)

By: __________________________
Gustavo A. Camacho, Mayor

GAME TIME
(“Contractor”)

By: __________________________
Clint T. Whiteside, Sales Administration Project Manager

ATTEST:

By: __________________________
Anna M. Jerome, City Clerk
City Attorney

Dated: _________________________

APPROVED AS TO FORM:

By: __________________________
Arnold M. Alvarez-Glasman,
City Attorney

Dated: _________________________
Ladies & Veterans Auxiliary Park Tot Lot Playground Option 4D

Pico Rivera City
Attn: Sonya Patterson
6767 Passions Blvd.
Pico Rivera, CA 90660
Phone: 562-801-4326
smeacham@pico-rivera.org

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Part #</th>
<th>Description</th>
<th>Unit Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>RDU</td>
<td>GameTime - Custom 5-12 Structure-Reference Drawing 72874-01-Opt 4</td>
<td>$24,799.00</td>
<td>$24,799.00</td>
</tr>
<tr>
<td>1000</td>
<td>PIP</td>
<td>GT-Impax - Poured in Place Surfacing, Delivered and Installed-</td>
<td>$14.93</td>
<td>$14,930.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1,000 sf, 6’ CFH</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Includes 50/50 standard epdm and black - tbd</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Aromatic Binder, Prevailing Wages</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Based on good job access, no design</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Borders / Sub base / Site prep BY OTHERS</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

****List Price $18,207.32***, discounted per USC Contract

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Part #</th>
<th>Description</th>
<th>Unit Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>SS</td>
<td>GT-Impax - Site Security</td>
<td>$590.00</td>
<td>$590.00</td>
</tr>
<tr>
<td>2</td>
<td>238-V8</td>
<td>UltraSite - 8’ EXTRA HEAVY DUTY TABLE, DIAMOND</td>
<td>$1,036.00</td>
<td>$2,072.00</td>
</tr>
<tr>
<td>1</td>
<td>238H-V8</td>
<td>UltraSite - 8’ DOUBLE SIDED EXTRA HEAVY DUTY ADA TABLE, DIAMOND</td>
<td>$1,036.00</td>
<td>$1,036.00</td>
</tr>
<tr>
<td>1</td>
<td>INSTALL</td>
<td>Install - Demo-</td>
<td>$7,573.23</td>
<td>$7,573.23</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Demo and remove Existing structure</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Demo and remove approximately 285 sf of pip and concrete to 10.5’ below grade (concrete pad base under pip)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Demo and remove remaining EWF in pit approximately 715sf to 10.5’ below grade.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>INSTALL</td>
<td>Install - Site Work-</td>
<td>$7,048.77</td>
<td>$7,048.77</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Provide and install 1,000 sf of 4” compacted dirt to bring grade up</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Provide and install 4” of compacted base</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>INSTALL</td>
<td>Install - Installation of New Game Time play equipment</td>
<td>$15,160.00</td>
<td>$15,160.00</td>
</tr>
<tr>
<td>1</td>
<td>INSTALL</td>
<td>Install - Demo Grass-</td>
<td>$4,219.00</td>
<td>$4,219.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Demo and remove approximately 685 sf of grass/dirt at 4” depth</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>INSTALL</td>
<td>Install - Pour 4” concrete pad approximately 685 sf</td>
<td>$8,119.00</td>
<td>$8,119.00</td>
</tr>
<tr>
<td>1</td>
<td>INSTALL</td>
<td>Install - Install and surface mount 3 tables</td>
<td>$999.00</td>
<td>$999.00</td>
</tr>
<tr>
<td>1</td>
<td>PPB</td>
<td>GameTime - Payment and Performance Bond</td>
<td>$1,225.00</td>
<td>$1,225.00</td>
</tr>
</tbody>
</table>

Contract: OMNIA

| Sub Total | $87,771.00 |
| Grant     | ($11,580.37) |
| Freight   | $2,369.41   |
| Tax       | $1,673.48   |
| Total     | $80,233.52  |
Comments

Your Sales Representative is Brandon Seitz. Please contact Brandon, at 805-910-5971, with any questions regarding this quote.

**Pricing is based on Grant 2020 pricing, Cash with Order. Must be ordered by October 31, 2020 and ship by December 31, 2020 in order to qualify for Grant pricing***

Ship to:
996 Lawrence Dr.
Newbury Park, CA 91320

Site Address:
4904 Durfee Ave.
Pico Rivera, CA 90660

*Freight charges are based on listed zip code and are subject to change if shipping information changes.

Union Wages.

Remit Payment to:
GameTime
P.O. Box 680121
Fort Payne, AL 35967

Taxes:
All applicable taxes will be added at time of invoicing unless otherwise included or a tax-exempt certificate is provided. If sales tax exempt, you must provide a copy of certificate to be considered exempt.

Prices:
FOB Factory.

Orders:
All orders shall be in writing by purchase order, contract, or similar document made out to PlayCore Wisconsin Inc., dba GameTime.
Standard GameTime equipment orders over $100,000 may require a deposit of 25% at the time of order and an additional 25% at or before order ships. Standard orders with equipment, installation and surfacing are requested to be split billed. Equipment, Taxes & Freight as noted above. Installation and Surfacing billed as completed and Due Upon Receipt.

Terms:
Cash With Order Discount-(CWO)-Orders for GameTime equipment paid in full at time of order via check, Electronic Funds Transfer (ACH or wire) are eligible for a three percent (3%) cash with order discount.
Credit terms are Net 30 days, subject to approval by the GameTime Credit Manager. A completed credit application must be submitted and approved prior to the order being received. Please allow at minimum 2 days for the credit review process. GameTime may also require: Completed Project Information Sheet (if applicable) Copies of Payment and Performance Bonds (if applicable) A 1.5% per month finance charge will be imposed on all past due invoices. Retainage not accepted. Orders under $5,000 require payment with order.

DIR# 100015526 CSLB#855664
Ladies & Veterans Auxiliary Park Tot Lot Playground Option 4D

INSTALLATION CONDITIONS:

- **ACCESS**: Site should be clear, level and allow for unrestricted access of trucks and machinery.
- **STORAGE**: Customer is responsible for providing a secure location to off-load and store the equipment during the installation process. Once equipment has delivered to the site, the owner is responsible should theft or vandalism occur unless other arrangements are made and noted on the quotation.
- **FOOTER EXCAVATION**: Installation pricing is based on footer excavation through earth/soil only. Customer shall be responsible for unknown conditions such as buried utilities (public & private), tree stumps, rock, or any concealed materials or conditions that may result in additional labor or materials cost.
- **UTILITIES**: Owner is responsible for locating any private utilities.
- **ADDITIONAL COSTS**: Pricing is based on a single mobilization for installation unless otherwise noted. Price includes ONLY what is stated in this quotation. If additional site work or specialized equipment is required, pricing is subject to change.

ACCEPTANCE OF QUOTATION:

Acceptance of this proposal indicates your agreement to the terms and conditions stated herein.

Accepted By (printed): _________________________________ Title: ________________________________

Telephone: __________________________________________ Fax: ________________________________

P.O. Number:_________________________________________ Date: _______________________________

Purchase Amount: $80,233.52

SALES TAX EXEMPTION CERTIFICATE #:___________________________  FEIN#_____________________________________________

(PLEASE PROVIDE A COPY OF CERTIFICATE)

__________________________________________  __________________________________________
Salesperson's Signature                             Customer Signature
APPENDIX II

AGREEMENT NO. 18-1841
COMMUNITY WORKFORCE AGREEMENT

BY AND BETWEEN

THE CITY OF PICO RIVERA

AND

LOS ANGELES/ORANGE COUNTIES
BUILDING AND CONSTRUCTION TRADES COUNCIL

AND THE SIGNATORY CRAFT COUNCILS AND UNIONS
EXHIBIT “A”

PAYMENT BOND
(LABOR AND MATERIALS)

KNOW ALL PERSONS BY THESE PRESENTS that:
WHEREAS the City of PICO RIVERA (“Public Agency”), State of California, has awarded to
____________________________________________________________ (“Principal”)

(Name and address of Contractor)
a contract (the “Contract”) for the Work described as follows:

VETERAN’S & LADIES AUXILIARY PLAYGROUND REPLACEMENT;
CIP PROJECT NO. 50031

WHEREAS, under the terms of the Contract, the Principal is required before entering upon the
performance of the Work, to file a good and sufficient payment Bond with the Public Agency to
secure the claims to which reference is made in Title 3 (commencing with Section 9000) of Part 6
of Division 4 of the Civil Code.

NOW, THEREFORE, we, the undersigned Principal, and ________________________________

(Name and address of Surety)

(“Surety”) a duly admitted surety insurer under the laws of the State of California, as Surety, are
held and firmly bound unto the Public Agency and all contractors, subcontractors, laborers,
material suppliers, and other persons employed in the performance of the Contract and referred
to in Title 3 (commencing with Section 9000) of Part 6 of Division 4 of the Civil Code in the penal
sum of ________________________________________________________ Dollars
($___________________), for materials furnished or labor thereon of any kind, or for amounts
due under the Unemployment Insurance Act, or for any amounts required to be deducted,
withheld and paid over to the Employment Development Department from the wages of
employees of the contractor and subcontractors pursuant to Section 13020 of the Unemployment
Insurance Code with respect to this Work or labor, that the Surety will pay the same in an amount
not exceeding the amount hereinabove set forth, and also in case suit is brought upon this Bond,
will pay, in addition to the face amount thereof, costs and reasonable expenses and fees, including
reasonable attorneys’ fees, incurred by Public Agency in successfully enforcing this obligation, to
be awarded and fixed by the court, and to be taxed as costs and to be included in the judgment
therein rendered.

It is hereby expressly stipulated and agreed that this Bond shall inure to the benefit of any and all
persons, companies, and corporations entitled to file claims under Title 3 (commencing with
Section 9000) of Part 6 of Division 4 of the Civil Code, so as to give a right of action to them or
their assigns in any suit brought upon this Bond.
Upon expiration of the time within which the California Labor Commissioner may serve a civil wage and penalty assessment against the principal, any of its subcontractors, or both the principal and its subcontractors pursuant to Labor Code Section 1741, and upon expiration of the time within which a joint labor management committee may commence an action against the principal, any of its subcontractors, or both the principal and its subcontractors pursuant to Labor Code Section 1771.2, if the condition of this Bond be fully performed, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.

The Surety hereby stipulates and agrees that no change, extension of time, alteration, or addition to the terms of the Contract or the Specifications accompanying the same shall in any manner affect its obligations on this Bond, and it does hereby waive notice of any such change, extension, alteration, or addition.

IN WITNESS WHEREOF, two identical counterparts of this instrument, each of which shall for all purposes be deemed an original hereof, have been duly executed by Principal and Surety, on the date set forth below, the name of each corporate party being hereto affixed and these presents duly signed by its undersigned representative(s) pursuant to authority of its governing body.

Dated: ______________________________
NOTE: This Bond must be executed in duplicate and dated, all signatures must be notarized, and evidence of the authority of any person signing as attorney-in-fact must be attached. DATE OF BOND MUST NOT BE BEFORE DATE OF CONTRACT. Surety companies executing Bonds must appear on the Treasury Department’s most current list (Circular 570 as amended) and be authorized to transact business in the State where the project is located.
PERFORMANCE BOND

KNOW ALL PERSONS BY THESE PRESENTS that:
WHEREAS the City of PICO RIVERA ("Public Agency"), has awarded to ____________________________
(Name and address of Contractor) ("Principal")
a contract (the “Contract”) for the Work described as follows:

VETERAN’S & LADIES AUXILIARY PLAYGROUND REPLACEMENT;
CIP PROJECT NO. 50031

WHEREAS, Principal is required under the terms of the Contract to furnish a Bond for the faithful
performance of the Contract.
NOW, THEREFORE, we, the undersigned Principal, and ____________________________
(Name and address of Surety) ("Surety") a duly admitted surety insurer under the laws of the State of
California, as Surety, are held and firmly bound unto the Public Agency in the penal sum of
__________________________________________ Dollars ($________________),
this amount being not less than the total Contract Price, in lawful money of the United States of
America, for the payment of which sum well and truly to be made, we bind ourselves, our heirs,
successors executors and administrators, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the hereby bounded Principal, his,
her or its heirs, executors, administrators, successors or assigns, shall in all things stand to and
abide by, and well and truly keep and perform the covenants, conditions and provisions in the
Contract and any alteration thereof made as therein provided, on the Principal’s part, to be kept
and performed at the time and in the manner therein specified, and in all respects according to
their true intent and meaning, and shall indemnify and save harmless the Public Agency, its
officers, agents and employees, as therein stipulated, then this obligation shall become null and
void; otherwise, it shall be and remain in full force and effect.

As a part of the obligation secured hereby and in addition to the face amount specified therefor,
there shall be included costs and reasonable expenses and fees, including reasonable attorneys’
fees, incurred by Public Agency in successfully enforcing such obligation, all to be taxed as costs
and included in any judgment rendered. Surety hereby waives any statute of limitations as it
applies to an action on this Bond.

The Surety hereby stipulates and agrees that no change, extension of time, alteration or addition
to the terms of the Contract or of the Work to be performed thereunder or the specifications
accompanying the same shall in anywise affect its obligations under this Bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract or to the Work or to the specifications. Surety hereby waives the provisions of California Civil Code Sections 2845 and 2849. The City is the principal beneficiary of this Bond and has all rights of a party hereto.

IN WITNESS WHEREOF, two identical counterparts of this instrument, each of which shall for all purposes be deemed an original hereof, have been duly executed by Principal and Surety, on the date set forth below, the name of each corporate party being hereto affixed and these presents duly signed by its undersigned representative(s) pursuant to authority of its governing body.

Dated: ________________________________

“Principal”

“Surety”

____________________________________  ______________________________________

____________________________________  ______________________________________

Signature:____________________________  Signature:____________________________
Print Name:__________________________  Print Name:__________________________
Title:_______________________________  Title:_______________________________
Date:______________________________  Date:______________________________

Signature:____________________________
Print Name:__________________________
Title:_______________________________
Date:______________________________

(Seal)

NOTE: This Bond must be executed in duplicate and dated, all signatures must be notarized, and evidence of the authority of any person signing as attorney-in-fact must be attached. DATE OF BOND MUST NOT BE BEFORE DATE OF CONTRACT. Surety companies executing Bonds must appear on the Treasury Department’s most current list (Circular 570 as amended) and be authorized to transact business in the State where the project is located.
Notice of Exemption

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044
County Clerk
County of Los Angeles
12400 Imperial Highway
Norwalk, CA 90650

From: City of Pico Rivera
6615 Passons Boulevard
Pico Rivera, CA 90660

Project Title: Veterans & Ladies Auxiliary Park Playground Renovation

Project Applicant: Sonya Patterson, Interim Parks & Recreation Department Director

Project Location-Specific: The project will be located at Veterans and Ladies Auxiliary Park addressed 9325 Garth Gardner Lane and bounded by Stephens Street to the north, Passons Boulevard to the east, Whittier Boulevard to the south, and Durfee Avenue to the west. The site's Assessor's Identification Numbers are 6375-016-904 and 6375-016-905.

Project Location-City: Pico Rivera
Project Location-County: Los Angeles

Description of Nature, Purpose, and Beneficiaries of Project:
The project involves the removal and replacement of the existing playground structure and installation of pour and play surfacing for the playground area and a concrete pad for trash receptacles and benches to be placed on.

Name of Public Agency Approving Project: City of Pico Rivera

Name of Person or Agency Carrying Out Project: Sonya Patterson, Interim Director of the Department of Parks & Recreation

Exempt Status: (check one)
Ministerial (Sec. 21080(b)(1); 15268);
Declared Emergency (Sec.21080 (b)(3); 15269(a));
Emergency Project (Sec.21080(b)(4); 15269 (b)(c));
X Categorical Exemption. State type and section number: Section 15302, Class 2 and Section 15303 Class 3.
Statutory Exemptions. State code number:

Reasons why project is exempt: The project consists of the replacement and reconstruction of existing structures and facilities located on the same site with substantially the same purpose and capacity. The project also consists of the construction of minor small structures that are normally located within municipal parks.

Lead Agency
Contact Person: Sonya Patterson, Interim Director of the Department of Parks & Recreation
Telephone: 562-801-4326

If filled by applicant:
1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes X No

Signature: Sonya Patterson
Date: __________ Title: Interim Director of the Department of Parks & Recreation

X Signed by Lead Agency
Signed by Applicant
Date received for filing by OPR: __________
VETERANS AND LADIES AUXILIARY PARK
PLAYGROUND RENOVATION PROJECT 50031

TOTAL PROJECT BUDGET
As of September 8, 2020

<table>
<thead>
<tr>
<th>Project Activity</th>
<th>Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Playground and Surfacing Replacement</td>
<td>$80,234</td>
</tr>
<tr>
<td>15% Contingency</td>
<td>$12,035</td>
</tr>
<tr>
<td><strong>TOTAL PROJECT BUDGET</strong></td>
<td><strong>$92,269</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Funding Category</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Misc. State Grants Fund 699.70.7300-54500</td>
<td>$92,269</td>
</tr>
<tr>
<td><strong>TOTAL PROJECT BUDGET</strong></td>
<td><strong>$92,269</strong></td>
</tr>
</tbody>
</table>
To: Mayor and City Council
From: City Manager
Meeting Date: September 8, 2020
Subject: PICO PARK FACILITY IMPROVEMENTS PROJECT (CIP NO. 50030) – NOTICE OF COMPLETION

Recommendation:

1. Accept the work completed for the Pico Park Facility Improvements Project (CIP No. 50030), by Herk Edwards, Incorporated (Herk) and authorize the City Clerk to file the Notice of Completion with the Los Angeles County Registrar-Recorder; and

2. Approve the Final Total Project Budget of $109,534.

Fiscal Impact:

The total approved funding for this project was $116,983, as shown in the Total Project Cost (Enclosure 1). Funding consists of reimbursable grant monies from the Los Angeles County Regional Park and Open Space District’s Proposition A and Measure A Maintenance and Servicing allocations. The project was completed for a total cost of $109,534. The remaining balance of $7,449 will be unencumbered and made available for future park projects.

Background:

On March 10, 2020, City Council approved the Pico Park Facility Improvements Project No. 50030 including award of contract to Herk for the Pico Park bleacher replacements, appropriation of $116,983 in funding to complete the project and approval of the filing of a notice of exemption with the County Recorder.

Discussion:

On June 2, 2020, the project began by removing the old Pico Park gymnasium bleachers and proceeded with the assembly and installation of the new electronically folding bleachers. During this time, work was being done on the auditorium dividers, including replacement of tracks and re-felting of the divider walls.
A final walkthrough was completed on June 23, 2020, with Public Works staff in attendance to evaluate the completed work and review ongoing maintenance standards for the bleachers. This included instructions from the manufacturer on how to properly and safely operate and clean the bleachers so as to extend their useful life.

The new electronic bleachers are Americans with Disabilities Act compliant, and are much safer for staff to open and close with the use of a remote control. In addition, issues with the auditorium dividers have been resolved allowing for them to be opened and closed by staff on the ground, and without the use of a lift. Previously, the dividers would get stuck on the broken tracks, affixed to the ceiling and requiring that a lift be used to resolve.

**Conclusion:**

Staff is satisfied with work and accepts the project as completed. Therefore, staff recommends authorization to file the Notice of Completion with the Los Angeles County Registrar-Recorder and approval of the total project budget in the amount of $109,534, in order to close out the project.

Steve Carmona

SC:SP:kt

Enclosure: 1) Total Project Cost
# Pico Park Bleacher Replacements

## CAPITAL IMPROVEMENT PROJECT

**CIP NO. 50030**

## TOTAL PROJECT COST

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Herk Edwards, Inc. - Gymnasium Bleachers Replacement</td>
<td>$94,207</td>
</tr>
<tr>
<td>Auditorium Divider Repair And Maintenance</td>
<td>$15,327</td>
</tr>
<tr>
<td><strong>FINAL PROJECT COST:</strong></td>
<td><strong>$109,534</strong></td>
</tr>
</tbody>
</table>

## Funding

<table>
<thead>
<tr>
<th>Funding</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>215.80.8100-54520 - Measure A Maintenance &amp; Servicing</td>
<td>$78,444</td>
</tr>
<tr>
<td>697.80.800-54500 - Prop. A Maintenance &amp; Servicing</td>
<td>$38,539</td>
</tr>
<tr>
<td><strong>TOTAL FUNDING:</strong></td>
<td><strong>$116,983</strong></td>
</tr>
<tr>
<td><strong>REMAINING BALANCE:</strong></td>
<td><strong>$7,449</strong></td>
</tr>
</tbody>
</table>
To: Mayor and City Council

From: City Manager

Meeting Date: September 8, 2020

Subject: ANNUAL SIGNING AND STRIPING IMPROVEMENTS PROJECT (CIP NO. 50002) – NOTICE OF COMPLETION

Recommendation:

1. Accept the work as completed for the Annual Signing and Striping Improvements Project (CIP No. 50002) constructed by PCI and authorize the City Clerk to file the Notice of Completion with the Los Angeles County Registrar-Recorder; and

2. Authorize the City Manager to release the retention payment to PCI following the mandatory waiting period from the date the Notice of Completion is recorded.

Fiscal Impact:

Funding for this project in the amount of $125,000 (Measure R – Fund No. 207) was appropriated as part of the fiscal year (FY) 2019-20 Adopted Budget. The project was completed for a total cost of $125,000 (Enclosure 2).

Discussion:

The Capital Improvement Program (CIP) includes funding for improvements and rehabilitation of roadway signing and striping on an annual basis. Signing and striping improvements consist of removing and replacing existing roadway signage, restriping existing roadway markings, including worn and faded legends and crosswalks. New striping is completed using thermoplastic, a more durable type of roadway paint. Installation of raised pavement markers per Caltrans standard details is also included to increase safety and visibility during inclement weather and low-light conditions.

Staff evaluated the condition of existing pavement markings on the major arterials throughout the City. Based on the evaluation, Telegraph Road from Rosemead Boulevard to Chaney Avenue, Passons Boulevard from Slauson Avenue to Rivera Road and Rosemead Boulevard from Mines Avenue to Havenwood Drive were selected as the highest priority based on their condition and the amount of vehicular traffic on these roads. Also, in an effort to increase public safety and introduce traffic calming measures, the proposed improvements included striping and signing enhancements at
Fernadel Avenue from Maxine Street to Elmont Avenue, Nan Street and Loch Alene Avenue, and Rosemead Blvd (frontage road) and Bradhurst Street.

On February 11, 2020, the City Council awarded a construction contract to PCI in the amount of $78,556. The project was successfully completed on July 9, 2020 in accordance with the specifications and within budget for a total construction cost of $105,635 which included additional work along Passons Boulevard from Washington Boulevard to Rivera Road. This work was added to increase motorist and pedestrian safety and crosswalks visibility along this portion of roadway.

**Conclusion:**

The final total cost of the project is $125,000 which includes design, construction, and construction management and inspection services (provided by Engineering Division staff). Therefore, staff recommends accepting the project as complete and filing a Notice of Completion with the Los Angeles County Registrar-Recorder’s Office. If no claims are filed within 35 days after recordation, the City will release the 5% retention.

Steve Carmona

SC:MH:NC:lg

Enclosures: 1) Notice of Completion  
2) Total Project Cost
ENCLOSURE 1

NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. (See reverse side for complete requirements.)

Notice is hereby given that:

1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described.

2. The full name of the owner is City of Pico Rivera.

3. The full address of the owner is 6615 Passons Boulevard, Pico Rivera, CA 90660.

4. The nature of the interest or estate of the owner is: In fee.

5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

   NAMES                              ADDRESSES

6. The full names and full addresses of the predecessors in interest of the undersigned, if the property was transferred subsequent to the commencement of the work or improvements herein referred to:

   NAMES                              ADDRESSES

7. A work of improvement on the property hereinafter described was completed on July 9, 2020. The work done was:

   CIP No. 50002 - Annual Signing and Striping Improvements

8. The names of the contractor, if any, for such work of improvement was PCI.

9. The property on which said work of improvement was completed is in the City of Pico Rivera, County of Los Angeles, State of CA, and is described as follows:

   Signing and striping improvements citywide

10. The street address of said property is Various Locations (see attachment A for list of locations)

Dated __________________________

(Signature of Owner or corporate officer of Owner named in paragraph 2, or his agent)

VERIFICATION

I, the undersigned, say: I am the City Clerk (President of Manager or Partner of Owner or etc.) the Declarant of the foregoing Notice of Completion; I have read said Notice of Completion and know the contents thereof; the same is true to my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on: _______________ 2020 at City of Pico Rivera

(Personal Signature of the individual who is swearing that the contents of the Notice of Completion are true)

Before you use this form, fill in all blanks, and make whatever changes are appropriate and necessary to your particular transaction. Consult a lawyer if you doubt the form's fitness for your purpose and use. Wolcotts makes no representation or warranty, express or implied, with respect to the merchantability or fitness of this form for an intended use or purpose. ©2005 WOLCOTTS FORMS, INC.
DO NOT RECORD THIS PAGE

REQUIREMENTS AS TO NOTICE OF COMPLETION

Notice of completion must be filed for record WITHIN 10 DAYS after the completion of the work of improvement (to be computed exclusive of the day of completion) as provided in Civil Code Section 3093.

The "owner" who must file for record a notice of completion of a building or other work of improvement means the owner (or his successor in interest at the date the notice is filed) on whose behalf the work was done, though his ownership is less than the fee title. For example, if A is the owner in fee, and B, lessee under a lease, causes a building to be constructed, then B, or whoever has succeeded to his interest at the date the notice is filed, must file the notice.

If the ownership is in two or more persons as joint tenants or tenants in common, the notice may be signed by any one of the co-owners (in fact, the foregoing form is designed for giving of the notice by only one co-tenant), but the names and addresses of the other co-owners must be stated in paragraph 5 of the form.

Note that any Notice of Completion signed by a successor in interest shall recite the names and addresses of his transferor or transferors.

In paragraphs 3, 5 and 6, the full address called for should include street number, city, county, and state.

As to paragraphs 7 and 8, this form should be used only where the notice of completion covers the work of improvement as a whole. If the notice is to be given only of completion of a particular contract, where the work of improvement is made pursuant to two or more original contracts, then this form must be modified as follows: (1) Strike the words "A work of improvement" from paragraph 7 and insert a general statement of the kind of work done or materials furnished pursuant to such contract (e.g., "The foundation for the improvements"). (2) Insert the name of the contractor under the particular contract in paragraph 8.

In paragraph 8 of the notice, insert the name of the contractor for the work of improvement as a whole. No contractor's name need to given if there is no general contractor, e.g. on so-called "owner-builder jobs."

In paragraph 9, insert the full, legal description, not merely a street address or tax description. Refer to deed or policy of title insurance. If the space provided for description is not sufficient, a rider may be attached.

In paragraph 10, show the street address, if any, assigned to the property by any competent public or governmental authority.
Attachment A

CIP No. 50002 Annual Signing and Striping Improvements
List of Locations Completed

- Telegraph Road from Rosemead Boulevard to Chaney Avenue
- Passons Boulevard from Slauson to Washington Boulevard
- Rosemead Boulevard from Mines Avenue to Havenwood Drive
- Fernadel avenue from Maxine Street to Elmont Avenue
- Nan Street and Loch Alene Avenue
- Washington Boulevard and Loch Alene
- Rosemead Boulevard (Frontage Road) and Bradhurst Street
- Rosemead Boulevard and Rex Road
## TOTAL PROJECT BUDGET

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Administration</td>
<td>$2,354</td>
</tr>
<tr>
<td>Striping Design - Cordoba</td>
<td>$9,810</td>
</tr>
<tr>
<td>Construction (PCI)</td>
<td>$78,556</td>
</tr>
<tr>
<td>Construction Change Orders &amp; Quantity Adjustments</td>
<td>$27,080</td>
</tr>
<tr>
<td>Construction Management &amp; Inspection</td>
<td>$7,200</td>
</tr>
<tr>
<td><strong>TOTAL ESTIMATED PROJECT COST:</strong></td>
<td>$125,000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Funding</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Measure R- Fund 207 (Appropriated FY 2019-20)</td>
<td>$125,000</td>
</tr>
<tr>
<td><strong>TOTAL PROJECT BUDGET:</strong></td>
<td>$125,000</td>
</tr>
</tbody>
</table>
To: Mayor and City Council

From: City Manager

Meeting Date: September 8, 2020

Subject: RECORDS AND INFORMATION MANAGEMENT POLICY AND ELECTRONIC COMMUNICATION POLICY

Recommendation:

1. Adopt City of Pico Rivera Records and Information Management Policy and Electronic Communication Policy.

Fiscal Impact:

There is no fiscal impact associated with the adoption of these policies.

Background:

On January 13, 2009, the City Council approved Resolution No. 6410 adopting a Records Retention Schedule and authorizing the destruction of certain City records. Section 3 of the resolution states that with the consent of the Department Head, City Clerk, City Manager and the City Attorney, updates to the retention periods are authorized to be made to the Records Retention Schedule without further action by the City Council of the City of Pico Rivera (Enclosure 1).

Discussion:

The City Clerk’s office entered into an agreement with Kaizen InfoSource, LLC (Kaizen) to update the City’s current Records Retention Schedule, expand the City’s use of Electronic Content Management (ECM) and to develop a more robust and automated Records and Information Management (RIM) Program and Records System for both paper and electronic records. The Records Retention Schedule is the starting point for creating the folder structures and capturing metadata for the departments in the City’s ECM system, Questys. The process included Kaizen and the City Clerk’s office holding individual meetings with each department to ensure the record categories and examples were presented in an easy-to-use, accurate and complete manner. The proposed Records Retention schedule and policies were reviewed by each department, the City Clerk’s office, City Manager and City Attorney (Enclosure 4).
The attached governance policies establish systematic controls that will allow the City to declare that they have a “Trusted System” as recommended by the State of California. A Trusted System means a combination of technologies, policies and procedures for which a public record retrieved from or reproduced by the system could not differ from the original stored record. A Trusted System would allow the City departments to upload electronic documents or scan paper documents into the records repository, declare those scanned images as the official record and destroy paper.

The attached policies establish the rules under which the City will maintain its records. The Electronic Communications policy will manage emails that are records to be added to the records repository in the correct folder and appropriately indexed. Emails that are not records can be managed on a time basis to ensure that obsolete documents are appropriately managed by the City to protect and manage the information assets as well as the technology assets.

**Conclusion:**

Adoption of the attached Records and Information Management Policy and Electronic Communication Policy would ensure compliance with the State of California for a trusted system and allow the City to move forward with implementation and protocols for utilizing Questys, the ECM system citywide.

Steve Carmona

SC:AJ

Enclosures: 1) Resolution No. 6410
2) Records and Information Management Policy
3) Electronic Communication Policy
4) Retention Schedule
RESOLUTION NO. 6410


WHEREAS, the maintenance of numerous records is expensive, slows document retrieval, and is not necessary after a certain period of time for the effective and efficient operation of the government of the City of Pico Rivera; and

WHEREAS, Section 34090 of the Government Code of the State of California provides a procedure whereby any City record which has served its purpose and is no longer required may be destroyed; and

WHEREAS, the State of California has adopted guidelines for retention period for various government records;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA, DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

SECTION 1. Resolution No. 4757 is hereby rescinded.

SECTION 2. The records of the City of Pico Rivera, as set forth the in the Records Retention schedule Exhibit “A”, attached hereto and incorporated herein by this reference, are hereby authorized to be destroyed as provided by Section 34090 et seq. of the Government Code of the State of California and in accordance with the provision of said schedule upon the request of the Department Head and with the consent in writing of the City Clerk and the City Attorney without further action by the City Council of the City of Pico Rivera.

SECTION 3. With the consent of the Department Head, City Clerk, City Manager, and City Attorney, updates to the retention periods are hereby authorized to be made to the Records Retention Schedules without further action by the City Council of the City of Pico Rivera.

SECTION 4. The term “records” as used herein shall include documents, instruction, books, microforms, electronic files, magnetic tape, optical media, or papers; as defined by the California Public Records Act.

SECTION 5. This resolution shall become effective immediately upon its passage and adoption.

SECTION 6. The City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

APPROVED AND ADOPTED this 13th day of January, 2009
Resolution No. 6410

Bob J. Archuleta, Mayor Pro Tem

ATTEST:

Daryl A. Betancur, City Clerk

APPROVED AS TO FORM:

Arnold M. Alvarez-Glasman City Attorney

AYES: Archuleta, Armenta, Beilke, Salcido
NOES: None
ABSENT: Gallegos
ABSTAIN: None
POLICY

The Purpose of this Policy is to define the requirements that staff and officials of the City of Pico Rivera (the “City”) will follow for managing records and information to meet the City’s operational needs and comply with federal, state, and local laws.

SCOPE

This Policy applies to public officers, elected and appointed officials, Council-appointed advisory bodies, City employees, and contractors of the City who are acting on behalf of the City and who have access to, use of, or are involved in the creation, maintenance or storage of the City’s records and information.

DEFINITIONS

For purposes of this Policy and compliance with the Retention Schedule, a “record” is defined as an objective lasting indication of a writing, tangible communication, event or other information, which is in the custody of City employees or elected or appointed City officials or bodies, and is kept either (1) because a law requires it to be kept or (2) because it is necessary or convenient to the discharge of the City’s duties and was made or retained for the purpose of preserving its informational content for future reference.

This Policy applies to all types of records, including records in any of the following forms:

a) Paper documents, forms, reports, manuals, maps, drawings, correspondence and files;

b) Records and Information received and generated in electronic form in structured or unstructured format, electronic communication, and associated metadata;

c) Records and information in other formats such as microfilm, videos, photographs, etc., regardless of the location or device upon which the information is stored.

Not all information or data is a record. Some information is collected or created in order to complete a task or to enable creation of a record, but the City is not obligated by law to retain it. This type of information is classified as a non-record or Convenience Information. Convenience Information has no retention requirements to be met nor is it subject to a Public Records Request. However, all information or records retained by the City will subject to the laws and rules set forth in the California Public Records Act.
Records and Information Management Policy

Examples of Convenience Information include, but are not limited to:

- Exact duplicates
- Extra copies of documents or departmental copies
- Drafts when a final document is complete
- Reference material, whether internally created or received from external sources
- Vendor catalogs
- External seminars and conference publications
- Transient/transitory communications

POLICY STATEMENT

A. Ownership
Records and information created or received in the conduct of the City’s business, regardless of whether created or received on City or personal devices, are the exclusive property of the City. City records and information are subject to compliance with this Policy, the associated Retention Schedule and other applicable City policies and procedures.

B. Authenticity
The City is committed to creating and maintaining complete, accurate, and trustworthy records and information that document its business activities.

Deliberately creating false or misleading records or information regarding the City’s activities is strictly prohibited. Records and information should not contain language that is misleading, incomplete, inaccurate, or fraudulent.

C. Classification
Records and information, both paper and electronic, are to be created, stored and managed with the appropriate classification to enable efficient and shared access, appropriate application of retention, and secure protection.

D. Retention
Information defined as records are to be retained in accordance with the approved Retention Schedule. When records or information complete their retention period, regardless of their format, they shall be deleted or disposed of in compliance with City procedures.
Records and Information Management Policy

E. Storage

Hardcopy records and information no longer considered active may be transferred to designated storage facilities to fulfill retention requirements. Electronic records and information no longer considered active may be transferred to approved repositories or moved offline to fulfill retention requirements. Inactive information in any location must be accessible by City employees for business needs.

Records and information that is owned by the City should not be transferred to or stored in any unauthorized locations or on personal devices.

F. Availability

Records and information must be available for future business, litigation, and investigations as necessary, regardless of storage location.

Records that are determined to be “public records” are to be made available or disclosed in accordance with the California Public Records Act, Government Code §6250-6276.48.

G. Exiting Employees, Contractors, City Officials, and Council Appointed Advisory Body Members

When an employee or a contractor leaves the City, the exiting individual’s supervisor, manager or City Manager designee is responsible for complying with the requirements of this Policy and any supporting procedures for retaining and managing the records and information of the exiting employee, or contractor.

When an elected or appointed official’s term ends, the City Clerk is responsible for obtaining the official’s records and complying with the requirements of this Policy and any supporting procedures for retaining and managing the records and information of the exiting official.

H. Suspending Retention Requirements

Records and information subject to a Legal Hold are to be retained and preserved in a manner that maintains accessibility until further notice from the City Attorney or City Clerk, regardless of the retention period set forth in the Retention Schedule.

Records and information subject to a Legal Hold that are no longer required for business purposes may be transferred to offsite storage or offline media storage for preservation in coordination with the City Clerk.
I. **Information Protection**

Disaster recovery backup media are exact copies of an operating system, associated application and data created for the sole purpose of recovering data in the event of a disaster or business disruption and are not subject to the requirements of the Retention Schedule. Backups serve as a level of protection for electronic systems and the data that is stored on those systems and are not subject to the Retention Schedule.

J. **Historical Information**

Historical artifacts, documents, events, memorabilia and collections, as defined on the Retention Schedule, are valuable in documenting the City’s history. Historical Records are to be preserved so as to assure their ongoing availability and access.

**POLICY REVIEW**

This Policy and the Retention Schedule may be amended or modified from time to time, as necessary, to account for changes in legal, regulatory or operational requirements.

<table>
<thead>
<tr>
<th>Revision</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>New</td>
<td>January 2018</td>
</tr>
</tbody>
</table>

**REFERENCES**

Retention Schedule
Electronic Communications Policy
Appropriate Use Policy
Electronic Communication Policy

POLICY

The Purpose of this Policy is to define the requirements the City of Pico Rivera (the “City”) will follow for managing Electronic Communication to meet the City’s operational needs and comply with all laws and City policy.

SCOPE

This Policy applies to public officers, elected and appointed officials, Council-appointed advisory bodies, City employees, and contractors of the City who are acting on behalf of the City and who have access to, use of, or are involved in the receipt, creation, maintenance or storage of the City’s Electronic Communication.

DEFINITIONS

The following definitions apply within this policy:

1. **Electronic Communication** – information created or received via an electronic transmittal system, including any attachments that may be transmitted with the message, along with its descriptive transmission metadata.

2. **Electronic Transmittal System** – one or more computer networks, hardware, and software applications used to create, receive, and transmit information and other documents electronically.

3. **Instant Messaging (IM)** – an electronic system that allows users to determine whether a certain party or parties are connected to the messaging system and allows them to exchange text messages and files with those parties in real time.

4. **Thread** – an electronic mail conversation of at least one response on a similar subject; the conversation can be broken or continuous in nature.

5. **Social Media** – external message and picture delivery and collaborative applications used to connect individuals with common interests across geography.

Electronic communication, including emails, email threads, text messaging, instant messaging, social media, blogs, and any other form of electronic communication that may be used to conduct City business, are subject to this Policy, legal regulations, and applicable City policies and procedures.
Electronic Communication Policy

POLICY STATEMENTS

- Electronic Communication which is related to City Business is required to be conducted on City equipment. Emails or text messages sent or received for the purpose of City governance or business are considered City property and must be maintained on City equipment and in compliance with this Policy and, if they are records, in compliance with the Retention Schedule. Personal communications are not to be conducted on City equipment.

- The City’s email messaging system is not intended for the storage of Electronic Communication that are considered City records. Determining if an Electronic Communication is a record is the sole responsibility of City staff. Electronic Communication deemed to be a City record are to be transferred to the City’s contracted storage facility. Other email messages remaining in the individual’s inbox or subfolders will be deleted after 120 days.

- Electronic Communication determined to be relevant to a legal matter or financial audit and subject to a Legal Hold are to be retained until further instructions from the City Clerk, Manager and/or City Attorney.

- Backup tapes are created for the sole purpose of disaster recovery and not to be considered storage for City Electronic Communication. Backup copies are not retained beyond the routine cycle time and then are overwritten.

- E-mails in the “Sent” or “Deleted Items” folders that are more than 120 days old will be deleted

- Social media is used exclusively for the distribution of City information. No original documents or communications of a personal nature are to be created on City sponsored social media platforms nor are original pr personal communications to be posted solely to social media accounts.

POLICY REVIEW

This Policy and the Retention Schedule may be amended or modified by the City Clerk with review by the City Attorney and approved by the City Manager, from time to time, as necessary, to account for changes in legal, regulatory or operational requirements.

REFERENCES

Retention Schedule
Records and Information Management Policy
# Records Retention: Admin/ PRIME

<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>001</td>
<td>PRIME Records</td>
<td>Audit Reports</td>
<td>5Y</td>
<td>CA - GOV 34090 - (2Y) CA - PUC 398.4 - (1Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Customer Support Correspondence</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Energy Invoices</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Rate Schedules</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Resource Adequacy Invoices</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Usage Reports and Statistics</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administration</td>
<td>002</td>
<td>Telecommunications Records</td>
<td>Phone Services Records</td>
<td>2Y</td>
<td>CA - GOV 945.6(a)(2) - (LA6M; LA2Y) CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Telecommunications System Records</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administration</td>
<td>003</td>
<td>Work Authorizations and Supporting Documentation</td>
<td>I-9 Documents and copies of associated documents</td>
<td>+6Y</td>
<td>CA - GOV 34090 - (2Y) US - 8 CFR 274a(2) - (3Y or T+1Y, whichever is longer) US - 20 CFR 655.760 - (T+1Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Immigration Supporting Documentation</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**ACRONYMS USED IN LEGAL CITATIONS**

- CMPL = Completion
- CL = Closed
- CU = Current Year
- D = Day
- FR = Final Resolution
- LA = Limitation on Action
- LI = Life (of program, asset)
- M = Month
- MA = Maturity
- MAINT = Maintain Records
- PR = Permanent
- S = Superseded
- T = Termination
- Y = Year
## Records Retention: Citywide

<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration Community &amp; Economic Development</td>
<td>004</td>
<td>Business Continuity Records - Computing Equipment and Network Operations</td>
<td>Business Continuity Plans, Disaster Recovery Plan, Emergency Response</td>
<td>Completion +2Y</td>
<td>CA - GOV 945.6(a)(2) - (LA6M; LA2Y) CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td>Administration Public Works</td>
<td>005</td>
<td>Security, Access Operations</td>
<td>Access Controls (active and inactive), Access Reports, Card Key System Records (active and inactive), Daily Activity Logs, Facility Key Lists (active and inactive), Key Cards, Transaction Logs</td>
<td>Completion +2Y</td>
<td>CA - GOV 945.6(a)(2) - (LA6M; LA2Y) CA - GOV 34090 - (2Y)</td>
</tr>
</tbody>
</table>

**ACRONYMS USED IN LEGAL CITATIONS**

- CMPL = Completion
- CL = Closed
- CU = Current Year
- D = Day
- FR = Final Resolution
- LA = Limitation on Action
- LI = Life (of program, asset)
- M = Month
- MA = Maturity
- MAINT = Maintain Records
- PR = Permanent
- S = Superseded
- T = Termination
- Y = Year
<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
</table>
| City Clerk                 | 027        | Real Property Transactions  | Acquisitions, Appraisal Reports*, Attachments, Buildings, Community Development Block Grant (CDBG), Property Acquisitions, Deeds of Trust, Development Agreements, Dispositions, Grant Deeds, Housing Authority Owned Properties, Land, Loans, Mortgages, Notice of Pendency of Actions, Possessory Interest, Promissory Notes, Property Transaction (DDA, DA, etc.), Right of Way, Sales, Subdivision Improvement Agreements (SIAs), Valuation Information | Permanent | CA - CCP 315 - (LA10Y)  
CA - CCP 337 - (LA4Y)  
CA - CCP 337.1 - (LA4Y)  
CA - CCP 337.15 - (LA10Y)  
CA - GOV 945.6(a)(2) - (LA6M; LA2Y)  
CA - GOV 8546.7 - (CL+3Y)  
CA - GOV 34090(a) - (PR) |
<p>| Community &amp; Economic       |            |                             |                 | Permanent *NOTE: If property is not purchased, appraisal reports are disposed of after 2 years |           |
| Development                |            |                             |                 |                 |                      |
| Finance                    |            |                             |                 |                 |                      |
| Public Works               |            |                             |                 |                 |                      |
| City Clerk                 | 028        | Recordings of Public Meetings | Audio/Video Recordings | 6M or Until Minutes are Approved, Whichever is Longer | CA - GOV 54953.5(b) - (30D) |
| Community &amp; Economic       |            |                             |                 |                 |                      |
| Development                |            |                             |                 |                 |                      |
| Parks &amp; Recreation         |            |                             |                 |                 |                      |</p>
<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
<tbody>
<tr>
<td>City Clerk Community &amp; Economic Development Public Works</td>
<td>029</td>
<td>Recorded Documents</td>
<td>Abandonments, Annexations, Condemnations, Conveyances, Covenants, Deeds, Deed Restrictions, Easements, Liens and Releases, Lot Line Adjustments, Notices of Completion, Notices of Exemptions, Promissory Notes, Quitclaims, Reconveyances, Resale Restrictions, Rights-of-Way, Vacations</td>
<td>Permanent</td>
<td>CA - GOV 34090(a) - (PR)</td>
</tr>
<tr>
<td>City Clerk Public Works</td>
<td>030</td>
<td>Agreements, Contracts and Leases - Construction, Development, Improvements to Infrastructure, Real Property and Facilities</td>
<td>Addendums and Amendments, Agreements/Contracts, Attachments / Exhibits, Bonds (copies), Certificates of Completion (COCs), Insurance Documentation, Change Orders, Side Letters, Task Orders, Disclosures, Letters of Intent, Memoranda of Understanding (MOUs), Notices of Completion (NOCs), Plans and Specifications, Statements of Work (SOWs)</td>
<td>Permanent</td>
<td>CA - CCP 315 - (LA10Y), CA - CCP 337.1 - (LA4Y), CA - CCP 337.15 - (LA10Y), CA - CCP 343 - (LA4Y), CA - GOV 945.6(a)(2) - (LA6M; LA2Y), CA - GOV 8546.7 - (CL+3Y), CA - GOV 34090(a) - (PR), US - 29 CFR 516.5 - (3Y)</td>
</tr>
<tr>
<td>Department/Office of Record</td>
<td>Record No.</td>
<td>Record Name and Description</td>
<td>Example Records</td>
<td>Retention Period</td>
<td>Regulatory Citations</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>------------</td>
<td>-----------------------------</td>
<td>----------------</td>
<td>-----------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Citywide</td>
<td>031</td>
<td>Agreements, Contracts and Leases - Goods and Services and Other Non-Infrastructure</td>
<td>Executed agreements, contracts, leases (which includes any type of contract, such as an agreement, franchise, purchase order, or lease) and associated ancillary documents, between the City and other parties. Examples include: - Collective Bargaining Agreements - Contractor Agreements - Employee, Employment Agreements - Equipment Agreements - Franchise Agreements - Rentals and Leases - Licensing Agreements - Maintenance Agreements - Memoranda of Agreement (MOA) - Memoranda of Understanding (MOU) - Professional Services Agreements - Service Contracts - Instructor Contracts</td>
<td>Addendums and Amendments Attachments / Exhibits Bonds Certificates of Insurance Contract Releases (resale, refinancing, option to purchase, restriction, assignment of option) Disclosures Letters of Intent License Agreements, Licenses Licensing, Licenses (general) Maintenance Agreements Memoranda of Agreement (MOAs) Memoranda of Understanding (MOUs) - other than labor MOUs Standard Consultant Agreement Services Agreement Services Agreement for Design Professionals Rental Agreements Statements of Work (SOWs) Warranties</td>
<td>Completion +4Y CA - CCP 337 - (LA4Y) CA - CCP 343 - (LA4Y) CA - GOV 8546.7 - (CL+3Y) CA - GOV 34090 - (2Y) US - 29 CFR 516.5 - (3Y)</td>
</tr>
<tr>
<td>Citywide</td>
<td>032</td>
<td>Audits - Internal, External and Administration</td>
<td>Records and information related to internal, external and regulatory audits and administration of associated auditing activities, including reviewing and documenting operational, compliance, or financial information created as a part of an audit.</td>
<td>Annual Audit Reports Audit Files, Plans Audit Reports Audit Schedules Audit Workpapers Auditors Reports Biennial Reviews Flood Insurance Rate Credit Audits General Purpose Financial Audits, Single Audits Grand Jury Reports Management Responses Petty Cash Audits Responses Results Workpapers</td>
<td>6Y CA - GOV 945.6(a)(2) - (LA6M; LA2Y) CA - GOV 8546.7 - (CL+3Y) CA - GOV 34090 - (2Y) US - 26 USC 6531 - (LA6Y)</td>
</tr>
<tr>
<td>Department/Office of Record</td>
<td>Record No.</td>
<td>Record Name and Description</td>
<td>Example Records</td>
<td>Retention Period</td>
<td>Regulatory Citations</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>------------</td>
<td>-----------------------------</td>
<td>-----------------</td>
<td>-----------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Citywide</td>
<td>033</td>
<td>Communication, Outreach, Media and Public Relations</td>
<td>Block Leader Records, Brochures, Flyers, Cable Television Station Operating Records, Community Surveys, Events (sign-in sheets), FCC License, Health Fairs, Housing Workshop, Local Television Programming, Mailers, Neighborhood Watch Records, Press Releases, Public Information / Outreach / Education Publications Produced by the City (newsletters, schedules of events), Social Media Posts, Speeches, Videos for Public Events, Waivers of Liability, Website Documentation</td>
<td>4Y</td>
<td>CA - CCP 337 - (LA4Y), CA - GOV 8546.7 - (CL+3Y), CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td>Citywide</td>
<td>034</td>
<td>Financial, Strategic Planning</td>
<td>Business Plans, Financial Plans, Forecasts, Rate/Fee Schedules (development, utilities, licenses, permits), Strategic Plans (technology, CIP), Vulnerability Assessments</td>
<td>2Y</td>
<td>CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td>Department/Office of Record</td>
<td>Record No.</td>
<td>Record Name and Description</td>
<td>Example Records</td>
<td>Retention Period</td>
<td>Regulatory Citations</td>
</tr>
<tr>
<td>----------------------------</td>
<td>------------</td>
<td>-----------------------------</td>
<td>-----------------</td>
<td>------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Citywide</td>
<td>035</td>
<td><strong>General Administration</strong></td>
<td>Activity Reports, Budget Workpapers, City Clerk Filing System, City Generated Routine Studies / Reports, Confidential Invoice Backup (outside counsel billing), Department Administrative Documents (calendars, committees, goals, objectives, meeting agendas, meeting minutes, plans), Employee Communication Letters (announcements, new programs, notices), Engineering Studies, Surveys, Project Assessments (not acquired or developed), In-House Committees / Employee Committees Logs (bid openings, activity/call logs, employee parking permits, subpoenas received), Organization Charts, Requests and Permission, Research on Pending Legislation, Staff Schedules (part-time, full-time), Supplies Management, Zoning Confirmation Letters</td>
<td>Completion +2Y</td>
<td>CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td>Citywide</td>
<td>036</td>
<td><strong>Grants and External Funding Sources</strong></td>
<td>Applications (including project proposals), Audits, Award Notification, Funding Requests, Grant Administration, Grant Funding, Grant Evaluations, Payroll (certified, Davis Bacon), Program Rules, Regulations, Procedures, Reports to Funding Agencies, Semi-annual Labor Reports</td>
<td>Completion +7Y</td>
<td>CA - GOV 34090 - (2Y) CA - Office of Emergency Services 2019 Subrecipient Handbook §11210 - (CMPL+7Y) US - 2 CFR 200.333 - (CL+3Y) US - 24 CFR 570.502(a)(7)(i)(A) - (CL+4Y) Unsuccessful applications are retained for 2 years. <strong>NOTE:</strong> If a grant requires longer retention, its specific requirements will take precedence.</td>
</tr>
<tr>
<td>Department/Office of Record</td>
<td>Record No.</td>
<td>Record Name and Description</td>
<td>Example Records</td>
<td>Retention Period</td>
<td>Regulatory Citations</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>------------</td>
<td>----------------------------</td>
<td>-----------------</td>
<td>-----------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Citywide</td>
<td>037</td>
<td>Incident Reports</td>
<td>Emergency Services, False Alarm Reports, Hazardous Waste Spills, Incident Reports, Investigation Reports, Mandated Reporting: Child Abuse, Elder Abuse, Potholes, Suspicious Activity Reports (SARs), Tree Down</td>
<td>Completion +3Y</td>
<td>CA - GOV 945.6(a)(2) - (LA6M; LA2Y), CA - GOV 34090 - (2Y), CA - HSC 25160.8(c)(3)(D) - (CMPL+3Y)</td>
</tr>
<tr>
<td>Citywide</td>
<td>038</td>
<td>Legal Advice and Opinions</td>
<td>Confidential Memos, Opinions</td>
<td>While Applicable +2Y</td>
<td>CA - GOV 945.6(a)(2) - (LA6M; LA2Y), CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td>Citywide</td>
<td>039</td>
<td>Operational Maps</td>
<td>Community Outreach, Road Closures, Street Sweeping Schedule, Tree Maintenance Zones, Trash Pick-up</td>
<td>Completion +2Y</td>
<td>CA - GOV 34090 - (2Y)</td>
</tr>
</tbody>
</table>

*NOTE:* This category does not pertain to incident reports that become part of a Public Safety case file.

*NOTE:* Legal advice and opinions associated with specific projects will be retained with the project file.
<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Citywide</td>
<td>041</td>
<td><strong>Procurement - Agreements and Contracts Not Awarded</strong></td>
<td>Bids, Awards (unaccepted, rejected) Evaluation Sheets Exhibits Formal Correspondence Price Lists Quotations Requisitions Request for Bid (RFB) Requests for Information (RFI) Requests for Proposal (RFP) Requests for Quote (RFQ) Scorecards Specifications</td>
<td>2Y</td>
<td>CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td>Citywide</td>
<td>042</td>
<td><strong>Procurement - Purchasing and Requisitioning</strong></td>
<td>Bids, Awards Bonds Change Orders Evaluation Sheets Exhibits Formal Correspondence Notices of Intent (to award, to bid) Price Lists Proof of Insurance Certificates Proposals Purchase Orders Quotations Receiving Reports Requisitions Request for Bid (RFB) Requests for Proposal (RFP) Requests for Qualifications (RFQ) Specifications</td>
<td>4Y</td>
<td>CA - CCP 337 - (LA4Y) CA - GOV 945.6(a)(2) - (LA6M; LA2Y) CA - GOV 8546.7 - (CL+3Y) CA - GOV 34090 - (2Y) US - 29 CFR 516.5 - (3Y)</td>
</tr>
<tr>
<td>Citywide</td>
<td>043</td>
<td><strong>Public Notices</strong></td>
<td>Affidavits of Mailing Affidavits of Posting Affidavits of Publication/Legal Notices Public Hearing Notices Public Meeting Notices</td>
<td>2Y</td>
<td>CA - GOV 945.6(a)(2) - (LA6M; LA2Y) CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td>Department/Office of Record</td>
<td>Record No.</td>
<td>Record Name and Description</td>
<td>Example Records</td>
<td>Retention Period</td>
<td>Regulatory Citations</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>------------</td>
<td>-----------------------------</td>
<td>-----------------</td>
<td>-----------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Citywide</td>
<td>044</td>
<td><strong>Regulatory Reporting</strong></td>
<td>Census Reports (C-404)</td>
<td>6Y</td>
<td>CA - 2 CCR 11013(c)(1) - (2Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Official non-financial reports issued by City</td>
<td>EEOC Reports</td>
<td></td>
<td>CA - 8 CCR 14300.33(a) - (CU+5Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>organizations to comply with regulatory</td>
<td>Labor Reports</td>
<td></td>
<td>CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>requirements.</td>
<td>OSHA 300 Reports</td>
<td></td>
<td>US - 29 CFR 405.9 - (5Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Strong Motion Instrumentation Program (SMIP)</td>
<td></td>
<td>US - 29 CFR 1602.30 - (3Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Reports</td>
<td></td>
<td>US - 29 CFR 1602.32 - (3Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>US - 29 CFR 1904.33 - (CU+5Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>US - 41 CFR 741.44(f)(4) - (3Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>US - 41 CFR 741.44(k) - (3Y)</td>
</tr>
<tr>
<td>Citywide</td>
<td>045</td>
<td><strong>Service Issues, Complaints</strong></td>
<td>Complaints and Inquiries</td>
<td>2Y</td>
<td>CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Documentation regarding department</td>
<td>Follow-up Investigations</td>
<td></td>
<td>CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>complaints and related requests for service.</td>
<td>Issues Log</td>
<td></td>
<td>CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Resolution Report</td>
<td></td>
<td>CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Trouble Reports</td>
<td></td>
<td>CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td>Citywide</td>
<td>046</td>
<td><strong>Training Records - Materials, Courses, Scheduling</strong></td>
<td>Employee Development</td>
<td>Completion +2Y</td>
<td>CA - GOV 945.6(a)(2) - (LA6M; LA2Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Documentation regarding the content of</td>
<td>Presentation Materials</td>
<td></td>
<td>CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>courses and schedules for training offered to</td>
<td>PowerPoint Slide Decks</td>
<td></td>
<td>CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>employees, officials and volunteers.</td>
<td>Testing/Qualifications</td>
<td></td>
<td>CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Training Bulletins</td>
<td></td>
<td>CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td>Department/Office of Record</td>
<td>Record No.</td>
<td>Record Name and Description</td>
<td>Example Records</td>
<td>Retention Period</td>
<td>Regulatory Citations</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>------------</td>
<td>-----------------------------</td>
<td>-----------------</td>
<td>-----------------</td>
<td>----------------------</td>
</tr>
<tr>
<td>Community &amp; Economic Development Finance</td>
<td>054</td>
<td>Debt, Investments</td>
<td>Annual Reports, Arbitrage Reports, Bond Insurance Transcripts, Bonds (CFD, continuing disclosures, bond rating reports, official statements), Certificates of Deposit (CDs), Developer Trust Accounts, Fiduciary Debt and Investments, Financial Investment Planning, General Obligation Bonds, Investment Reporting and Portfolio Management, Local Agency Investment Fund (LAIF) Records, Loans Issued (business, Section 8), Payment History/Schedules, Quarterly Investment Report, Recognized Obligation Payment Schedules (ROPS), Reporting (continuing disclosure, Mello-Roos, county reports, state reports, tax reports), Security Instruments, Third Party Trustee Account Statements</td>
<td>Maturity* +10Y</td>
<td>CA - CCP 337 - (LA4Y) CA - CCP 337.5 - (LA10Y) CA - CCP 338 - (LA3Y) CA - GOV 945.6(a)(2) - (LA6M; LA2Y) CA - GOV 8546.7 - (CL+3Y) CA - GOV 34090 - (2Y)</td>
</tr>
</tbody>
</table>

*Maturity includes cancellation and redemption
<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
</table>
| Community & Economic Development                 | 055        | CIP and Development Project Files                                                            | Records and information related to the administration, analysis, design, development, planning, and construction associated with:  
- Acquisition and construction of new City capital assets  
- Developments by others on City property that entail engineering work by the City  
- Development projects impacting the public right-of-way  
- Capital improvement of City facilities, parks, streets and infrastructure.  
<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community &amp; Economic Development Parks &amp; Recreation Public Works</td>
<td>056</td>
<td><strong>Hazardous Materials - Monitoring and Remediation</strong>&lt;br&gt;Planning, monitoring and contingency/emergency action plans for hazardous materials and waste, emergency and spill response, exposure notifications and response; environmental action plans and supporting documentation; hazardous communications plans, including labeling, and SDS controls.</td>
<td>Chemical Records&lt;br&gt;Employee Hazardous Chemical Exposure&lt;br&gt;Hazardous Material Disposal Records&lt;br&gt;Hazardous Material Incident Reports&lt;br&gt;Hazardous Material Inspection&lt;br&gt;Hazardous Substances Shipping Manifests&lt;br&gt;Hazardous Waste&lt;br&gt;Pesticide Records&lt;br&gt;Proposition 65 Monitoring&lt;br&gt;Response Plans, Programs&lt;br&gt;Safety Data Sheets (SDS)&lt;br&gt;Site Mitigation &amp; Remediation&lt;br&gt;Toxic Substance Inventory</td>
<td>Completion +30Y</td>
<td>CA - 8 CCR 3204(d) - (CL+30Y)&lt;br&gt;CA - CCP 338.1 - (LA5Y)&lt;br&gt;CA - GOV 945.6(a)(2) - (LA6M; LA2Y)&lt;br&gt;CA - GOV 34090 - (2Y)&lt;br&gt;CA - HSC 25160.8(c)(3)(D) - (CMPL+3Y)&lt;br&gt;US - 29 CFR 1910.1020(d) - (CL+30Y)</td>
</tr>
<tr>
<td>Community &amp; Economic Development Parks &amp; Recreation Public Works</td>
<td>057</td>
<td><strong>Permits Issued</strong>&lt;br&gt;Documentation of permits issued by the City, other than building and planning permits.</td>
<td>Advertising Permits&lt;br&gt;Applications&lt;br&gt;Block Party Permits&lt;br&gt;Filming Permits&lt;br&gt;Fireworks Sales Permits&lt;br&gt;Handbill Permits&lt;br&gt;Live Entertainment Permits&lt;br&gt;Parade Permits&lt;br&gt;Parking Permits&lt;br&gt;Public Art Permits&lt;br&gt;Sign Permits&lt;br&gt;Street Permits&lt;br&gt;Temporary Entitlements&lt;br&gt;Temporary Open Air Activities Permits&lt;br&gt;Temporary Parking Permits&lt;br&gt;Temporary Use Permits&lt;br&gt;Tent Permits&lt;br&gt;Transportation Permits (oversize, overweight, wide load).</td>
<td>Completion +4Y</td>
<td>CA - CCP 337 - (LA4Y)&lt;br&gt;CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td>Department/Office of Record</td>
<td>Record No.</td>
<td>Record Name and Description</td>
<td>Example Records</td>
<td>Retention Period</td>
<td>Regulatory Citations</td>
</tr>
<tr>
<td>----------------------------</td>
<td>------------</td>
<td>-----------------------------</td>
<td>-----------------</td>
<td>------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Community &amp; Economic Development Public Works</td>
<td>058</td>
<td>Building Plans, Building Permits, and Related Documents</td>
<td>Application Submittals, Approved Building Plans, Building Board of Appeals, Building Inspections, Building Permits, Certificate of Compliance Forms, Certificates of Occupancy, Construction Applications, Elevation Certificates (under construction, construction drawing), Flood Proof Certificates, Notices to Proceed, Smoke Detector/Carbon Monoxide Affidavits, Structural Calculations, Subcontractor List, HOA Letters</td>
<td>Permanent</td>
<td>CA - CRC 106.5 - (180D) CA - CBC 107.5 - (180D) CA - CCP 337.1 - (LA4Y) CA - CCP 337.15 - (LA10Y) CA - GOV 945.6(a)(2) - (LA6M; LA2Y) CA - GOV 34090 - (2Y) CA - HSC 19850 - (LI)</td>
</tr>
<tr>
<td>Community &amp; Economic Development Public Works</td>
<td>059</td>
<td>Building, Facilities Information</td>
<td>Construction Records, Electrical Wiring Schematics, Facility Reports (general condition, ADA, HVAC, LEED), Floor Plans, Inventory of Equipment (furniture, mechanical systems), Project Specifications, Property Specifications</td>
<td>Life* +10Y</td>
<td>CA - CCP 337.1 - (LA4Y) CA - CCP 337.15 - (LA10Y) CA - GOV 945.6(a)(2) - (LA6M; LA2Y) CA - GOV 34090 - (2Y) CA - HSC 19850 - (LI) *LI = Life of Building or Facility</td>
</tr>
<tr>
<td>Department/Office of Record</td>
<td>Record No.</td>
<td>Record Name and Description</td>
<td>Example Records</td>
<td>Retention Period</td>
<td>Regulatory Citations</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>------------</td>
<td>-----------------------------</td>
<td>-----------------</td>
<td>-----------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Department/Org of Record</td>
<td>Record No.</td>
<td>Record Name and Description</td>
<td>Example Records</td>
<td>Retention Period</td>
<td>Regulatory Citations</td>
</tr>
<tr>
<td>--------------------------</td>
<td>------------</td>
<td>-----------------------------</td>
<td>-----------------</td>
<td>----------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Finance Public Works</td>
<td>073</td>
<td>Funding Districts</td>
<td>District Formation Documents, Continuing Disclosures, Debt Reporting</td>
<td>Permanent</td>
<td>CA - CCP 337.1 - (LA4Y), CA - CCP 337.15 - (LA10Y), CA - GOV 34090(a) - (PR), CA - GOV 60201 - (PR)</td>
</tr>
<tr>
<td>Department/Office of Record</td>
<td>Record No.</td>
<td>Record Name and Description</td>
<td>Example Records</td>
<td>Retention Period</td>
<td>Regulatory Citations</td>
</tr>
<tr>
<td>----------------------------</td>
<td>------------</td>
<td>------------------------------</td>
<td>-----------------</td>
<td>------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td>Human Resources Parks &amp; Recreation</td>
<td>085</td>
<td>Personnel Files</td>
<td>Applications, Applicant Reference Verifications, Awards, Rewards, Commendations, Certificates, Background Checks (LiveScan, CORI), Department of Justice Reports and Clearances, Disciplinary Actions, Drivers License Data - Class C, Drug, Alcohol Screening, Employee Policy Acknowledgements, Employment Authorizations (confirmations, status changes, terminations), Exit Records, Job Offer Letters, Leave of Absence Documentation, FMLA, Medical Restrictions, Noise Exposure, Audiometric Testing Records, Oaths of Office, Performance Evaluations, Reviews or PIPs, Personnel Transaction Forms, Policy Acknowledgements, Pre-Employment Physicals, Proof of Training (attendance rosters, sign-in sheets), Recognition, TB Tests, W-4 Forms</td>
<td>Termination +6Y</td>
<td>CA - 2 CCR 11013(c) - (FR+2Y) CA - 8 CCR 3203 - (1Y) CA - GOV 945.6(a)(2) - (LA6M; LA2Y) CA - GOV 12946 - (2Y; T+2Y) CA - GOV 34090 - (2Y) CA - VEH 1808.1(c) - (1Y) US - 29 CFR 825.500 - (3Y) US - 29 CFR 1602.14 - (T+1Y) US - 29 CFR 1602.31 - (T+2Y) US - 29 CFR 1627.3 - (T+1Y) US - 29 CFR 1808.1(c) - (1Y) US - 41 CFR 60-1.12(a) - (2Y) US - 41 CFR 60-741.80 - (2Y) US - 29 CFR 1910.95 - (2Y)</td>
</tr>
<tr>
<td>Department/Office of Record</td>
<td>Record No.</td>
<td>Record Name and Description</td>
<td>Example Records</td>
<td>Retention Period</td>
<td>Regulatory Citations</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>------------</td>
<td>----------------------------</td>
<td>-----------------</td>
<td>-----------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>City Clerk</td>
<td>006</td>
<td>Appointments to Boards, Commissions and Committees</td>
<td>Applications (appointed, unsuccessful) Ballots Committee Rosters Interview Notes Letters of Appointment Letters of Recommendation Maddy Act Lists Oaths of Office Policy Acknowledgments Resumes Submitted Documents Vacancy Lists</td>
<td>Term of Office +2Y</td>
<td>CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td>City Clerk</td>
<td>007</td>
<td>Election Records - Administrative Files</td>
<td>Ballot Measure (Arguments For / Against, Full Text, Rebuttals, Impartial Opinion) Correspondence Election Results Petition Administration Research Notes Roster of Voters</td>
<td>5Y</td>
<td>CA - ELEC 17300 - (5Y) CA - GOV 34090 - (2Y) CA - GOV 81009(f) - (4Y)</td>
</tr>
<tr>
<td>City Clerk</td>
<td>008</td>
<td>Election Records - Candidate Filings and Nominations</td>
<td>Candidate Statements Nomination Papers Registrar of Voters Required Documents Supplemental Nomination Papers</td>
<td>Term of Office +4Y</td>
<td>CA - ELEC 17100(a) - (T+4Y)</td>
</tr>
<tr>
<td>City Clerk</td>
<td>009</td>
<td>Election Records - Candidates Not Elected</td>
<td>Campaign Statements</td>
<td>5Y</td>
<td>CA - GOV 81009(b) - (5Y)</td>
</tr>
<tr>
<td>Department/Office of Record</td>
<td>Record No.</td>
<td>Record Name and Description</td>
<td>Example Records</td>
<td>Retention Period</td>
<td>Regulatory Citations</td>
</tr>
<tr>
<td>----------------------------</td>
<td>------------</td>
<td>----------------------------</td>
<td>-----------------</td>
<td>-----------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>City Clerk</td>
<td>010</td>
<td>Election Records - Committees</td>
<td>FPPC Series 400, 500, 600 Forms</td>
<td>7Y</td>
<td>CA - GOV 81009(c) - (7Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Records and information related to the filing of FPPC forms for Political Action Committees and General Purpose Committees.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City Clerk</td>
<td>011</td>
<td>Election Records - Initiative, Recall, or Referendum Petitions</td>
<td>Petitions</td>
<td>8M</td>
<td>CA - ELEC 17200 - (8 Months) CA - ELEC 17400 - (8 Months)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Petitions for initiative, referendum, recall, or ballot measures, whether successful or not.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City Clerk</td>
<td>012</td>
<td>Election Records - Nomination Documents</td>
<td>Ballot Designation Worksheet Code of Fair Campaign Practices Form 501 Candidate Intention Statement Form 700 Statement of Economic Interests (copies) Nomination Papers Petitions in Lieu of Filing Fee Signatures in Lieu of Filing Fee Petitions Supplemental Nomination Papers</td>
<td>Term of Office +4Y</td>
<td>CA - ELEC 17100(a) - (T+4Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Records and information related to the filing of nomination papers and petitions in lieu of filing fee.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City Clerk</td>
<td>013</td>
<td>Election Records - Officeholders, Candidates Elected, and Controlled and Supporting Committees</td>
<td>Campaign Statements (candidates, candidate-controlled committees, primarily-formed committees in support, officeholders)</td>
<td>Permanent</td>
<td>CA - GOV 81009(b) - (PR)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Campaign statements and election documentation for candidates who are elected or appointed to City offices, their controlled and supporting committees, and officeholders.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City Clerk</td>
<td>014</td>
<td>Election Records - Proposition 218 Protest Procedure</td>
<td>Ballots Notices Protest Letters Public Hearing Material</td>
<td>Completion +2Y</td>
<td>CA - GOV 34090 - (2Y) CA - GOV 53753 - (2Y) CA - GOV 53755 - (CL+2Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Records related to administration of notifications and protests associated with taxes, assessments, and fees subject to Prop 218.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Department/Office of Record</td>
<td>Record No.</td>
<td>Record Name and Description</td>
<td>Example Records</td>
<td>Retention Period</td>
<td>Regulatory Citations</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>------------</td>
<td>-------------------------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------------</td>
<td>-----------------</td>
<td>----------------------------------------------------------</td>
</tr>
<tr>
<td>City Clerk</td>
<td>015</td>
<td><strong>FPPC Forms - Mandated Reporting</strong></td>
<td>FPPC Series 800 Forms</td>
<td>7Y</td>
<td>CA - GOV 34090 - (2Y) CA - GOV 81009(e) - (7Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Forms mandated by state law related to receipt and redistribution of gifts and honoraria,</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>ceremonial roles, and holding of multiple positions for certain employees, elected or</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>appointed officials, or consultants.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City Clerk</td>
<td>016</td>
<td><strong>FPPC Forms - Statements of Economic Interest</strong></td>
<td>Form 700</td>
<td>7Y</td>
<td>CA - GOV 34090 - (2Y) CA - GOV 81009 - (4Y, 7Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Statements of economic interest mandated by state law for certain employees, elected or</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>appointed officials, or consultants.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City Clerk</td>
<td>017</td>
<td><strong>Historical Documents, Events, Memorabilia, Collections, Artifacts</strong></td>
<td>Biographies of City Officials City Incorporation City Manager/City Official</td>
<td>Permanent</td>
<td>CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Records and information documenting the history and significant milestones of the City</td>
<td>Communications, Speeches, Videos (historic, significant, State of the City) City</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>such as when a significant decision was made, a momentous weather event, or noteworthy</td>
<td>Publications (historic, significant, examples: Scene, Parks and Recreation Catalog)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>event (e.g., Steve Jobs presenting to City Council), the 1st of an event such as Sister</td>
<td>City Seal Elections (historic, significant) Grand Jury Documentation Index of</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>City initial formation or recognition, but not an annual recording of the event or activities</td>
<td>Records News, Press Releases (historic, significant) Photo Collections and Publicity</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>thereafter.</td>
<td>Photographs Proclamations/Ceremonial Documents (historic, significant) Registered</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Logos Reports/Studies with Historical Significance Urban Water Management Plans</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| City Clerk | 018 | **Joint Powers Authority Agreements**  
Executed agreements between the City and one or more public agencies that share a common power and want to jointly implement programs, build facilities, or deliver services. | Addendums and Amendments  
Attachments / Exhibits  
JPA | **Permanent**  
CA - CCP 337 - (LA4Y)  
CA - CCP 343 - (LA4Y)  
CA - GOV 945.6(a)(2) - (LA6M; LA2Y)  
CA - GOV 8546.7 - (CL+3Y)  
CA - GOV 34090 - (2Y) |
| City Clerk | 019 | **Legislative Administrative Records**  
Administrative documents associated with meetings and activities of the City's legislative bodies, as well as documentation of non-legislative commissions, committees and task forces. | Agendas  
Agenda Packets  
Annual Administrative Reports  
Commendations  
General Correspondence  
Memos to Council  
Opinions on Pending Legislation  
Petitions and Decisions  
Presentations  
Proclamations  
Resignation Letters  
Rosters  
Staff Reports  
Written Communications | **2Y**  
CA - GOV 945.6(a)(2) - (LA6M; LA2Y)  
CA - GOV 34090 - (2Y) |
| City Clerk | 020 | **Legislative and Advisory Councils, Boards Committees & Commissions - Legislative Affairs**  
Records of actions taken by City boards, commissions, committees, councils, subcommittees, and task forces, whether having legislative authority of their own (i.e., subject to the Brown Act), or for the purposes of informing or advising the City Council or other City legislative bodies. Includes:  
- City Council  
- Housing Assistance Agency  
- Parks and Recreation Commission  
- Planning Commission  
- Public Financing Authority  
- Sister City Commission  
- Successor Agency and Oversight Board  
- Water Authority  
Appeals  
Bylaws  
City-wide Plans/Programs Adopted  
Formation Documents (including 501 C3 and IRS documents)  
Legislative Packets  
Meeting Minutes  
Minute Books & Index  
Municipal Code  
Oaths of Office  
Ordinances  
Resolutions  
Transcriptions of audio recordings of meetings | **Permanent**  
CA - CCP 315 - (LA10Y)  
CA - CCP 336 - (LA5Y)  
CA - CCP 336a - (LA6Y)  
CA - CCP 337 - (LA4Y)  
CA - CCP 337.5 - (LA10Y)  
CA - GOV 945.6(a)(2) - (LA6M; LA2Y)  
CA - GOV 34090(e) - (PR) |
<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
<tbody>
<tr>
<td>City Clerk</td>
<td>022</td>
<td>Lobbying Activities on Behalf of the City</td>
<td>Expenditures Registrations Reports (lobbyist activities)</td>
<td>7Y</td>
<td>CA - GOV 34090 - (2Y) CA - GOV 81009(e) - (7Y) CA - GOV 86100(c) - (MAINT) CA - GOV 86110 - (MAINT) US - 11 CFR 102.9 (3Y) US - 11 CFR 104.14 (3Y)</td>
</tr>
<tr>
<td>City Clerk</td>
<td>023</td>
<td>Public Information Requests</td>
<td>Formal Public Records Requests Subpoena Duces Tecum (subpoenas for records and/or testimony for cases in which City is not a party)</td>
<td>2Y</td>
<td>CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td>Department/Office of Record</td>
<td>Record No.</td>
<td>Record Name and Description</td>
<td>Example Records</td>
<td>Retention Period</td>
<td>Regulatory Citations</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>------------</td>
<td>-----------------------------</td>
<td>-----------------</td>
<td>-----------------</td>
<td>---------------------</td>
</tr>
</tbody>
</table>
| City Clerk                 | 024        | **Records, Information Management - Active and Inactive Records**  
Documentation of the management of active and inactive records in compliance with Records and Information Management policy and procedures. | Certificates of Destruction  
Document Hold Notices, Updates  
Inactive Records Storage Information (inventories, indexes, transmittals)  
Lists of Stored Records  
Records Retention Schedules  
Records Transfers (to storage, to other depts). | **10Y** | CA - CCP 337 - (LA4Y)  
CA - CCP 337.15 - (LA10Y)  
CA - GOV 945.6(a)(2) - (LA6M; LA2Y)  
CA - GOV 34090 - (2Y) |
| City Clerk                 | 025        | **Settlement Agreements**  
Settlement Agreements (confidential and non-confidential) | Settlement Agreements (confidential and non-confidential) | **Permanent** | CA - CCP 337 - (LA4Y)  
CA - GOV 8546.7 - (CL+3Y)  
CA - GOV 34090 - (2Y) |
| City Clerk                 | 026        | **Training Records - City Officials**  
All documents related to legally mandated compliance training taken by officials, including:  
- Ethics  
- Harassment | Attendance  
Compliance Training | **Termination +5Y** | CA - GOV 34090 - (2Y)  
CA - GOV 53235.2(b) - (5Y)  
CA - GOV 53237.2(b) - (5Y) |
# Records Retention: Community & Economic Development

<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community &amp; Economic Development</td>
<td>047</td>
<td>Administrative Hearings</td>
<td>Case Files, Hearing/Meeting Minutes, Hearings, Rulings, Speaker Cards, Testimony Transcripts, Written Testimony</td>
<td>Closed +2Y</td>
<td>CA - GOV 945.6(a)(2) - (LA6M; LA2Y) CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td></td>
<td>048</td>
<td>Business Licenses</td>
<td>Annual Licenses Applications, Business Licenses (applications, fees, financial history, reports), Home Business Licenses License Status Notifications Short-term Rentals</td>
<td>Completion +4Y</td>
<td>CA - CCP 337 - (LA4Y) CA - GOV 945.6(a)(2) - (LA6M; LA2Y) CA - GOV 34090 - (2Y)</td>
</tr>
</tbody>
</table>

**ACRONYMS USED IN LEGAL CITATIONS**

- CMPL = Completion
- CL = Closed
- CU = Current Year
- D = Day
- FR = Final Resolution
- LA = Limitation on Action
- LI = Life (of program, asset)
- M = Month
- MA = Maturity
- MAINT = Maintain Records
- PR = Permanent
- S = Superseded
- T = Termination
- Y = Year
<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community &amp; Economic Development</td>
<td>049</td>
<td>Code Compliance and Enforcement - Private Property</td>
<td>Alarm Cards</td>
<td>Closed +3Y</td>
<td>CA - GOV 945.6(a)(2) - (LA6M; LA2Y) CA - GOV 34090 - (2Y) CA - PEN 802 - (LA1Y) CA - VEH 22658 - (3Y) CA - Law Enforcement Evidence and Property Management Guide</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Records and information documenting compliance with City codes, including such issues as:</td>
<td>Case Files</td>
<td>*NOTE: Records for repeat offenders may be retained longer to document a history of violations</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Abandoned, inoperable vehicles</td>
<td>Certificates of Nuisance and Abatement</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Building violations</td>
<td>Complaint Forms</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Conditions of approval</td>
<td>Compliance with Conditions of Approval</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Excess garbage</td>
<td>Inspections / Enforcement (business, residential)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Excessive noise</td>
<td>Investigations</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Graffiti, including restitution</td>
<td>Notices, Directives to Parking Officers</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Nuisance animals</td>
<td>Notices of Noncompliance</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Parking enforcement and permits</td>
<td>Notices of Violation</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Protected trees</td>
<td>Parking Officer Incident Reports</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Right-of-way obstructions</td>
<td>Parking Permits Issued</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Sign violations</td>
<td>Photographs</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Trash</td>
<td>Political Sign Registration</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Unlicensed home-based businesses</td>
<td>Proofs of Service</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Weed abatement</td>
<td>Vehicle Towing Records</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Zoning violations</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community &amp; Economic Development</td>
<td>050</td>
<td>Economic Development Programs</td>
<td>Applications</td>
<td>Completion +4Y</td>
<td>CA - CCP 337 - (LA4) CA - GOV 945.6(a)(2) - (LA6M; LA2Y) CA - GOV 8546.7 - (CL+3Y) CA - GOV 34090 - (2Y) US - 2 CFR 200.333 - (CL+3Y)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Records and information documenting the City's economic development programs.</td>
<td>Brochures</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Correspondence</td>
<td>Correspondence</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Economic Development Strategy</td>
<td>Economic Development Strategy</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Loans to Businesses</td>
<td>Loans to Businesses</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Market Studies</td>
<td>Market Studies</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Planning Documents (presentations, reports, fact sheets).</td>
<td>Planning Documents (presentations, reports, fact sheets).</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Department/Office of Record</td>
<td>Record No.</td>
<td>Record Name and Description</td>
<td>Example Records</td>
<td>Retention Period</td>
<td>Regulatory Citations</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>------------</td>
<td>-----------------------------</td>
<td>-----------------</td>
<td>-----------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Community &amp; Economic Development</td>
<td>051</td>
<td>Emergency Management</td>
<td>Annexes (internal operational instructions on how to respond to emergency situations) Business Continuity Plans Community Education Disaster Council Disaster Recovery Plan Drill Records Emergency Alerts Emergency Contact Lists, Employee Lists, Roster of Workers Emergency Evacuation Procedures Emergency Preparedness Team Evacuation Plans (floods, etc.) Hazard Mitigation Plan</td>
<td>Completion+3Y</td>
<td>CA - GOV 945.6(a)(2) - (LA6M; LA2Y) CA - GOV 34090 - (2Y) CA - HSC 25160.8(c)(3)(D) - (CMPL+3Y)</td>
</tr>
<tr>
<td>Department/Office of Record</td>
<td>Record No.</td>
<td>Record Name and Description</td>
<td>Example Records</td>
<td>Retention Period</td>
<td>Regulatory Citations</td>
</tr>
<tr>
<td>----------------------------</td>
<td>------------</td>
<td>-----------------------------</td>
<td>-----------------</td>
<td>------------------</td>
<td>----------------------</td>
</tr>
</tbody>
</table>
| Community & Economic Development | 053 | Planning and Zoning Projects and Services | Records and information pertaining to all planning and zoning activities, including: - Approved and denied permanent entitlements - General plan amendments - Minor exceptions - Planned unit developments (PUD) - Redevelopment projects - Residential planned developments (RPD) - Subdivisions - Transfer development credits - Urban service area amendments - Variances | Permanent | CA - CCP 337.1 - (LA4Y)  
CA - CCP 337.15 - (LA10Y)  
CA - GOV 945.6(a)(2) - (LA6M; LA2Y)  
CA - GOV 12981 - (FR+1Y)  
CA - GOV 34090 - (2Y)  
CA - HSC 19850 - (LI) |
|                           |            |                             | Administrative Meeting Minutes, Decisions, and Appeals  
ABC Notifications for Liquor Licenses  
CEQA Noticing  
Conditions of Approval  
Conditional Use Permits  
Design Reviews  
Development Regulations  
Entitlements (permanent)  
Environmental Documents and Reports  
General Plan  
Home Occupancy Permits  
Impact Fee Related Studies and Reports  
Land Use Permits, Studies  
Master Plans and Specific Plans (parking, sign, streets, trees)  
Mitigated Negative Declarations  
Notices of Determination & Exemption  
Planning Project Files (approved applications, architectural & design reviews, plan reviews, project maps, tentative maps)  
Project Log Index, Binders of Historic Actions  
Sign/Banner Permits  
Special Events (on City, public or private property)  
Special Studies  
Subdivisions (major, minor)  
Tree Removal Permits  
Zoning, Rezoning and Map Amendments | *NOTE: Plan review comments are retained for no more than 180 days. |
## Records Retention: Finance

<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Finance</td>
<td>061</td>
<td>Bank Account Information</td>
<td>Bank Account Administration, Bank Statements, Checks, (canceled, copies), Check Registers, Journals, Corrections / Returns / Adjustments, Deposit Slips/Receipts, Electronic Banking Transactions, Purchasing Card Statements, Reconciliations, Signature Cards, Transfers/Wires, Treasurer Receipts</td>
<td>4Y</td>
<td>CA - GOV 945.6(a)(2) - (LA6M; LA2Y), CA - GOV 34090 - (2Y), US - 48 CFR 4.705-1 - (4Y)</td>
</tr>
<tr>
<td>Finance</td>
<td>062</td>
<td>Budget Planning and Management</td>
<td>Budget Development Documents, Trial Balance/Balance Sheets (Finals)</td>
<td>2Y</td>
<td>CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td>Finance</td>
<td>063</td>
<td>Customer Account Information - Utilities</td>
<td>Account Setup, Closed Accounts, Customer Complaints, Customer History (address files, applications, meter changes), Customer Service Records, Uncollected Amounts</td>
<td>Completion +4</td>
<td>CA - CCP 337 - (LA4Y), CA - GOV 945.6(a)(2) - (LA6M; LA2Y), CA - GOV 34090 - (2Y)</td>
</tr>
</tbody>
</table>

**ACRONYMS USED IN LEGAL CITATIONS**

- CMPL = Completion
- CL = Closed
- CU = Current Year
- D = Day
- FR = Final Resolution
- LA = Limitation on Action
- LI = Life (of program, asset)
- M = Month
- MA = Maturity
- MAINT = Maintain Records
- PR = Permanent
- S = Superseded
- T = Termination
- Y = Year
<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
</table>
| Finance                     | 065        | Financial Reporting - Official | Official financial reports of the City. | Permanent | CA - GOV 945.6(a)(2) - (LA6M; LA2Y)  
CA - GOV 34090 - (2Y)  
US - 26 USC 6531 - (LA6Y) |
| Finance                     | 066        | Fixed Assets | Records and information related to the ownership, transfer, acquisition, disposition, capital leased, or improvement of fixed assets owned by or used by the City. | Acquisitions  
Amortization  
Annual Listing of Fixed Assets  
Asset Retirement Records  
Dispositions  
Capital Asset Records  
Capital Improvements  
Depreciation Schedules  
Equipment Rental/Usage Reports  
Fixed Asset Reports  
Fixed Asset Ledger  
Fixed/Capital Asset Accounting  
Possessory Interest  
Sales  
Valuation Information | Life* +10Y | CA - CCP 337.15 - (LA10Y)  
CA - GOV 34090 - (2Y)  
US - 26 USC 6531 - (LA6Y) |
| Finance                     | 067        | General Ledger, Journal Entries, Budget Adjustments | Records and information related to the transfer of charges between accounts and summaries of account information, including year end summaries of general ledger transactions. | 6Y | CA - GOV 34090 - (2Y)  
US - 26 CFR 31.6001-1 - (CU+4Y)  
US - 26 USC 6531 - (LA6Y) |
<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Finance</td>
<td>069</td>
<td>Redevelopment/Successor Agency Official Reports</td>
<td>Annual Report to State Due Diligence Reviews Enforceable Obligation Payment Schedule (EOPS) Recognized Obligation Payment Schedule (ROPS) State Controllers Report Statement of Indebtedness Successor Agency Property Management Plans</td>
<td>Bond Payoff +2Y</td>
<td>CA - GOV 34090 - (2Y) CA - HSC 34177(n) - (1Y)</td>
</tr>
<tr>
<td>Finance</td>
<td>070</td>
<td>Unclaimed Funds</td>
<td>Uncashed Checks Unclaimed Funds</td>
<td>10Y</td>
<td>CA - CCP 1513 - (3Y) CA - GOV 34090 - (2Y) US - Uniform Unclaimed Property Act (2016), Section 404 - (10Y)</td>
</tr>
</tbody>
</table>
## Records Retention: Human Resources

<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
</table>
| Human Resources             | 074        | Benefit Plans                | Broker Correspondence  
Plans established to provide employee benefits and associated administrative documents, including:  
- Dental  
- Vision  
- Voluntary life insurance  
- Long-term care  
- Deferred compensation  
- Flex Spending  
- Disability (short/long term)  
- EAP  
- CalPERS Retirement & CalPERS Health  
- Health reimbursement for retirees  
Group Insurance Cost Data  
CalPERS Actuarial Reports  
CalPERS Medical Plan  
CalPERS Retirement Plan  
Summary Plan Descriptions  
Wellness Program Records | Life* +6Y | CA - GOV 8546.7 - (CL+3Y)  
CA - GOV 34090 - (2Y)  
US - 29 USC 1027 - (6Y)  
US - 29 USC 1113 - (LA6Y)  
US - 29 USC 1451 - (LA6Y)  
*Life of Plan or Benefit |
<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human Resources</td>
<td>076</td>
<td>Hardware/Software Application, System Development and Maintenance</td>
<td>Business, Functional Requirements, Change Requests, Data Element Attribute Reports, Data Migration Documentation, Database Dictionary / Schema, End User Documentation, User Manuals, Hardware Configurations, Mobile Services, Network Circuits Inventories, Network/Equipment Control Support, Documentation, Source Code, System Documentation (codebooks, record layouts, reference guides, schematics, specifications), System Application Maintenance Documentation (hardware/operating system requirements, monitoring logs, operating manuals)</td>
<td>Life* +2Y</td>
<td>CA - GOV 945.6(a)(2) - (LA6M; LA2Y), CA - GOV 34090 - (2Y)</td>
</tr>
</tbody>
</table>

*Life of Application.
<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
</table>
| Human Resources            | 077        | Hazardous Materials - Employee Exposure Records | Employee Hazardous Chemical Exposure Exposure Monitoring Hazardous Exposure Swimming Pool Chemicals (inventory, logs) Toxic Substance Exposure Records | Termination +30Y | CA - 8 CCR 3204(d) - (CL+30Y)  
CA - 8 CCR 14300.33 - (CU+5Y)  
CA - CCP 338.1 - (LA5Y)  
CA - GOV 945.6(a)(2) - (LA6M; LA2Y)  
CA - GOV 34090 - (2Y)  
CA - HSC 25160.8(c)(3)(D) - (AC+3Y)  
CA - LAB 5406 - (LA1Y; LA240W)  
CA - LAB 5410 - (LA5Y)  
US - 29 CFR 1910.1020(d) - (CL+30Y) |
| Human Resources            | 078        | Labor Relations | Confidential Memos  
Costing  
Ground Rules  
Handouts  
Information Requests  
Miscellaneous Information Notes  
Proposals - City  
Proposals - Union  
Grievance Files/Commission Hearing  
Grievance/Hearing Logs  
Union Grievances | Completion +4Y | CA - CCP 337 - (LA4Y)  
CA - GOV 8546.7 - (CL+3Y)  
CA - GOV 12946 - (2Y)  
CA - GOV 34090 - (2Y)  
US - 29 CFR 516.5 - (3Y) |
| Human Resources            | 079        | Labor Relations Grievances | Grievance Files/Commission Hearing  
Grievance/Hearing Logs  
Union Grievances | Final Resolution +4Y | CA - CCP 337 - (LA4Y)  
CA - GOV 12946 - (2Y)  
US - 26 CFR 31.6001-1 - (CU+4Y)  
US - 29 CFR 1602.31 - (CL+2Y)  
US - 29 USC 255 - (LA2Y) |
| Human Resources            | 080        | Occupational Health Records | Confined Space Entries  
Ergonomic Evaluations  
First Aid Rendered Records  
Safety Committees  
Safety Inspections and Reports  
Workers Compensation | Closed +6Y | CA - 8 CCR 3203(b) - (1Y)  
CA - 8 CCR 5157 - (1Y)  
CA - 8 CCR 10102 - (Injury+5Y or Closed+1Y)  
CA - 8 CCR 14300.33 - (5Y)  
CA - GOV 945.6(a)(2) - (LA6M; LA2Y)  
CA - GOV 34090 - (2Y)  
CA - LAB 5406 - (LA1Y; LA240W)  
CA - LAB 5410 - (LA5Y)  
CA - LAB 6401.7 - (MAINT)  
CA - 29 CFR 1904.33 - (CU+5Y) |
<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human Resources</td>
<td>081</td>
<td>Risk Management - Claims By or Against the City</td>
<td>Accident/Incident Reports, Actuarial Reports, Annual Audit of Open Claims, Appraisals, Claims By/Against the City, Claims Log, Closing Letters, Damage Estimate Reports, Insurance Claims, Appraisals, Reports, Investigations, Relocation Files (Redevelopment/Successor Agency projects)</td>
<td>Final Resolution +5Y</td>
<td>CA - CCP 337 - (LA4Y) CA - CCP 338.1 - (LA5Y) CA - GOV 945.6(a)(2) - (LA6M; LA2Y) CA - GOV 34090 - (2Y)</td>
</tr>
<tr>
<td>Human Resources</td>
<td>083</td>
<td>Staffing and Recruitment</td>
<td>Affirmative Action Records, Applications, CVs, Resumes (rejected, unsolicited), Applicant Tracking Records (hired, rejected), Background Checks, Investigations - candidates not hired/accepted, Examination Results and Rankings, Interview Notes, Job Descriptions, Job Postings, Announcements, Job Specifications, LiveScan Reports (non-hires), Miscellaneous Hiring Process Notes, Personnel Requisitions, Position Information, Pre-Hire Screening - candidates not hired/accepted, Test Results (non-hires), Test and Examination Materials</td>
<td>3Y</td>
<td>CA - 2 CCR 11013(c)(2) - (2Y) CA - GOV 12946 - (2Y) CA - GOV 34090 - (2Y) US - 29 CFR 1602.31 (2Y) US - 29 CFR 1627.3(b)(1) - (1Y) US - 41 CFR 741.44(f)(4) - (3Y) US - 41 CFR 741.44(k) - (3Y) *NOTE: Background checks for personnel hired are part of the personnel file.</td>
</tr>
<tr>
<td>Department/Office of Record</td>
<td>Record No.</td>
<td>Record Name and Description</td>
<td>Example Records</td>
<td>Retention Period</td>
<td>Regulatory Citations</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>------------</td>
<td>-----------------------------</td>
<td>-----------------</td>
<td>-----------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Human Resources</td>
<td>084</td>
<td>Technology Help Desk, Access and Security</td>
<td>Audit Trail Files, Automated Logs, Change Management Case Files, Computer Usage Files, Data Breaches (notifications, reports, responses), Data Sets, Extracted Data Summaries, Firewall, Special Access Approvals, Trouble Tickets, Usage Reports (summary, system), User Access Records (passwords, requests, accounts), User Incident, Response Files</td>
<td>3Y</td>
<td>CA - GOV 945.6(a)(2) - (LA6M, LA2Y), CA - GOV 34090 - (2Y), CA - CIV 1798.27 - (3Y)</td>
</tr>
</tbody>
</table>
## Records Retention: Parks & Recreation

<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parks &amp; Recreation</td>
<td>086</td>
<td>Recreation Facility Rentals and Reservations</td>
<td>501 C3 Affirmation Letters, 501 C3 Forms, Alcoholic Beverage Applications, Facility Rentals (use applications - approved and unapproved, permits, reservation books, insurance certificates, event representative, reports, sports field rosters), Facility Reservations, Facility Use Permits, Inspection Reports (pre-rental, post-rental), Set-up Charts</td>
<td>Completion +4Y</td>
<td>CA - CCP 337 - (LA4Y), CA - CCP 338 - (LA3Y), CA - GOV 945.6(a)(2) - (LA6M; LA2Y), CA - GOV 34090 - (2Y)</td>
</tr>
</tbody>
</table>

### ACRONYMS USED IN LEGAL CITATIONS

- **CMPL** = Completion
- **CL** = Closed
- **CU** = Current Year
- **D** = Day
- **FR** = Final Resolution
- **LA** = Limitation on Action
- **LI** = Life (of program, asset)
- **M** = Month
- **MA** = Maturity
- **MAINT** = Maintain Records
- **PR** = Permanent
- **S** = Superseded
- **T** = Termination
- **Y** = Year

- **MAINT** = Maintain Records
- **PR** = Permanent
- **S** = Superseded
- **T** = Termination
- **Y** = Year
<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
</table>
| Parks & Recreation         | 087        | Recreation Programs and Services - City Programs | - Applications (program enrollment, scholarships, waivers)  
- Authorizations to Give Medicine to Minors (applying sunscreen, Epi Pens, etc.)  
- Before/After School Care Participant Records (emergency information cards, behavior write-ups)  
- Check/Credit Card Refunds (not sent to Finance)  
- City-run Sports Team Rosters  
- Crossing Guard Program Records  
- Drop-in Passes, Guest Passes  
- Emergency Contacts  
- Financial Assistance Forms  
- Health Insurance Counseling and Advocacy Program (HICAP)  
- Immunization Records  
- Liability, Release of Liability Forms  
- Program/Event Evaluations  
- Program Studies  
- Registrations Forms  
- Sign-in, Sign-out Sheets  
- Volunteer Applications  
- Waivers and Waiver Releases (classes, programs, trips) | Completion +3Y | CA - 22 CCR 65523 - (2Y)  
CA - 22 CCR 101221 - (CMPL+3Y)  
CA - GOV 945.6(a)(2) - (CML6M; LA2Y)  
CA - GOV 34090 - (2Y) |
| Parks & Recreation         | 088        | Recreation Programs and Services - Disruptive Patrons | Privilege Suspension Records | 2Y | CA - CCP 335.1 - (LA2Y)  
CA - GOV 945.6(a)(2) - (LA6M; LA2Y)  
CA - GOV 34090 - (2Y) |
| Parks & Recreation         | 089        | Senior Case Management Records | Case Files Intake Forms | Closed +7Y | CA - BPC 2919 - (7Y)  
CA - BPC 4980.49 - (7Y)  
CA - BPC 4993 - (7Y)  
CA - CCP 335.1 - (LA2Y)  
CA - CCP 340.15 - (LA3Y)  
CA - GOV 945.6(a)(2) - (LA6M; LA2Y)  
CA - GOV 34090 - (2Y) |
# Records Retention: Public Works

<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
</table>
| Public Works                | 090        | Asset Management, Maintenance | Air Quality Permits (AQMD) | Life* +5Y | CA - 8 CCR 3203(b)(1) - (1Y)  
CA - 22 CCR 66266.130(c)(5) - (3Y)  
CA - CCP 337 - (LA4Y)  
CA - GOV 945.6(a)(2) - (LA6M; LA2Y)  
CA - GOV 4216.2(f) - (3Y)  
CA - GOV 34090 - (2Y)  
CA - HSC 25250.18(b)(3) - (3Y)  
CA - HSC 25250.19(a)(2) - (3Y)  
CA - SCAQMD Form 400–E–13a instructions - (5Y)  
US - 40 CFR 70.6 - (5Y) |
|                            |            |                              | Asset Inventories |                  | CA - CCP 337.1 - (LA4Y)  
CA - CCP 337.15 - (LA10Y)  
CA - GOV 34090 - (2Y) |
|                            |            |                              | Calibration and Certification Records |                  |  
Fire Suppression System Testing (backflow devices)  
Irrigation and Landscaping (parks, public green space)  
Maintenance and Repair Equipment Manuals  
Maintenance Inspection Reports  
Maintenance Reports  
Operating Logs and Permits  
Pool Chemical Readings  
Tree Service / Tree Requests  
Underground Service Alerts (USAs)  
Used Oil Disposal Records  
Work Orders |
|                            |            |                              | Maintenance Reports |                  |  
                  |
|                            |            |                              | Operating Logs and Permits |                  |  
                  |
|                            |            |                              | Pool Chemical Readings |                  |  
                  |
|                            |            |                              | Tree Service / Tree Requests |                  |  
                  |
|                            |            |                              | Underground Service Alerts (USAs) |                  |  
                  |
|                            |            |                              | Used Oil Disposal Records |                  |  
                  |
|                            |            |                              | Work Orders |                  |  
                  |
| Public Works                | 091        | Encroachments | Approval Letter for Completion and Release of Bond | Completion+ 10Y | CA - CCP 337.1 - (LA4Y)  
CA - CCP 337.15 - (LA10Y)  
CA - GOV 34090 - (2Y) |
|                            |            |                              | Bond Refunds |                  |  
                  |
|                            |            |                              | Private Encroachment Permits, Certificates |                  |  
                  |
|                            |            |                              | Site Plans |                  |  
                  |

**ACRONYMS USED IN LEGAL CITATIONS**

<table>
<thead>
<tr>
<th>CMPL = Completion</th>
<th>CL = Closed</th>
<th>CU = Current Year</th>
<th>D = Day</th>
<th>FR = Final Resolution</th>
<th>LA = Limitation on Action</th>
<th>LI = Life (of program, asset)</th>
</tr>
</thead>
<tbody>
<tr>
<td>M = Month</td>
<td>MA = Maturity</td>
<td>MAINT = Maintain Records</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Life of Asset
<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
</table>
| Public Works                | 092        | Fuel Tank Management        | California Air Resources Board Certificate Fuel Storage Tanks | Life* +5Y        | CA - 23 CCR 2712 - (Life of tank)  
CA - CCP 338.1 - (LA5Y)  
CA - GOV 945.6(a)(2) - (LA6M; LA2Y)  
CA - GOV 34090 - (2Y)  
CA - HSC 25285 - (5Y)  
CA - HSC 25292 - (1Y)  
CA - HSC 25293 - (MAINT)  
*Life of tank |
| Public Works                | 093        | Traffic and Transportation Planning | ADA Compliance (ramps, sidewalks)  
Bicycle Plans  
Investigations  
Pavement Management Plans  
Recommendations  
Signs  
Signals  
Street/Highway Studies/Surveys (speed studies)  
Surveys and Studies(engineering, feasibility, speed, traffic, transportation)  
Temporary Street Closures  
Traffic Counts/Surveys/Studies  
Traffic Plans (management, master)  
Traffic Signal Timing Sheets | Completion +2Y | CA - GOV 945.6(a)(2) - (LA6M; LA2Y)  
CA - GOV 34090 - (2Y) |
<table>
<thead>
<tr>
<th>Department/Office of Record</th>
<th>Record No.</th>
<th>Record Name and Description</th>
<th>Example Records</th>
<th>Retention Period</th>
<th>Regulatory Citations</th>
</tr>
</thead>
</table>
CA - 22 CCR 64418.7 - (10Y)  
CA - 22 CCR 64470(a) - (5Y)  
CA - 22 CCR 64470(b)(2) - (3Y)  
CA - 22 CCR 64470(b)(3) - (10Y)  
CA - 22 CCR 64470(b)(4) - (5Y)  
CA - 22 CCR 64470(b)(5) - (3Y)  
CA - CCP 338 - (LA3Y)  
CA - CCP 338.1 - (LA5Y)  
CA - GOV 945.6(a)(2) - (LA6M; LA2Y)  
CA - GOV 34090 - (2Y)  
CA - HSC 25244.19 - (4Y)  
CA - HSC 25244.20 - (4Y)  
US - 40 CFR 70.6 - (CL+5Y)  
US - 40 CFR 141.33(a) - (5Y; 10Y)  
US - 40 CFR 141.33(c) - (10Y)  
US - 40 CFR 141.91 - (12Y)  
US - 40 CFR 141.155 - (3Y)  
US - 40 CFR 261.32 - (3Y)  
US - 40 CFR 403.12 - (3Y) |
A Regular Meeting of the Water Authority was held in the Council Chamber, Pico Rivera City Hall, 6615 Passons Boulevard, Pico Rivera, California.

Meeting was jointly held with the City Council. Items appear as listed on the combined agenda for the meeting of August 11, 2020.

Authority President Camacho called the meeting to order at 6:00 p.m.

PRESENT: Elias, Salcido, Sanchez, Tercero, Camacho
ABSENT: None

PUBLIC COMMENTS: None

CONSENT CALENDAR:

Water Authority:

11. Minutes:
   • Received and filed Water Authority meeting of April 14, 2020

12. Approved Purchase Orders with Automated Water Treatment and Ferguson Water Works for Fiscal Year 2020-21. (700)

   1. Approved a purchase order in the amount of $100,350 for the purchase of water meters from Ferguson Waterworks; and
   2. Approved a purchase order in the amount of $90,000 for the purchase of chlorine disinfection supplies from Automated Water Treatment.

Motion by Commissioner Salcido, seconded by Commissioner Tercero to approve Consent Calendar Items No. 11 and 12. Motion carries by the following roll call vote:

AYES: Elias, Salcido, Sanchez, Tercero, Camacho
NOES: None

CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION: None

REGULAR AGENDA: None

ADJOURNMENT:

President Camacho adjourned the Water Authority meeting at 6:43 p.m. There being no objection it was so ordered.
AYES: Elias, Salcido, Tercero, Sanchez, Camacho
NOES: None
ABSENT: None

Gustavo V. Camacho, President

ATTEST:

Anna M. Jerome, Authority Secretary

I hereby certify that the foregoing is a true and correct report of the proceedings of the Water Authority regular meeting dated August 11, 2020 and received and filed by the Water Authority on September 8, 2020.

Anna M. Jerome, Authority Secretary
To: President and Commissioners  
From: Executive Director  
Meeting Date: September 8, 2020  
Subject: ELECTRICAL PANEL REPLACEMENT AT PLANT NO. 3 (CIP NO. 50027) – AUTHORIZATION TO ADVERTISE FOR CONSTRUCTION

Recommendation:

1. Approve Plans, Specifications and Estimate (PS&E) for the Electrical Panel Replacement at Plant No. 3 Project (CIP No. 50027) and authorize the City Clerk to publish the Notice Inviting Bids; and

2. Approve the Notice of Exemption (NOE) for the subject project and authorize the City Clerk to file the NOE with the County Recorder, in accordance with the California Environmental Quality Act (CEQA).

Fiscal Impact:

Design funds in the amount of $48,032 were appropriated as part of the fiscal year (FY) 2019-20 Water Authority Budget. The estimated project cost is $675,000. Construction funds will be appropriated at the time of award.

Discussion:

Plant No. 3 provides water to the southern region of the water system from Well No. 11 and 12. The existing electrical panels at Plant No. 3 are more than 60 years old and are past the useful service life. These control panels do not have the capacity for future expansion or the connections for an emergency generator in the event of a prolonged power failure.

On December 10, 2019, the Pico Rivera Water Authority (PRWA) awarded a contract to Yao Engineering, to prepare plans and specifications for upgrading the electrical panels at Plant No. 3. The project consists of removing and replacing the existing motor control center, adding three variable frequency drives (VFDs) with soft starters, relocating the Edison meter panel outside the pump building, and installing an emergency generator transfer switch at the facility. The new control panels will replace the existing mechanical type motor control components with more reliable solid state devices currently being used.
at other water facilities. The new panels will include a SCADA control system upgrade at Plant No. 3 for uniformity with the SCADA systems currently installed at Plant No.1 and Plant No 2.

The plans and specifications for the project are complete, available in the Public Works Department for review, and ready for advertisement for construction bids. The anticipated project schedule is as follows:

- Bid Advertisement: September/October 2020
- Award Construction: November 2020
- Start Construction: December 2020
- Complete Construction: September 2021

The project has been reviewed for environmental compliance. Pursuant to the guidelines of the California Environmental Quality Act, the Electrical Panel Replacement Project is categorically exempt under Class 1 Section 15301(c) for existing facilities (Enclosure 1). Under CEQA, a project is exempt if the scope of work is limited to the repair, maintenance, reconstruction or minor alterations of an existing facility.

**Conclusion:**

The plans and specification for the Electrical Panel Replacement Project are ready to be advertised for construction, therefore, staff recommends proceeding with publishing the Notice Inviting Bids for construction. Construction management will be provided by the Department of Public Works, Engineering Division Staff with the assistance of qualifying consulting firms to provide engineering construction support and inspection services for the project.

Steve Carmona

SC:MH:NC:AR:lg

Enclosure: 1) Notice of Exemption
Notice of Exemption

To: Office of Planning and Research
   P.O. Box 3044, Room 113
   Sacramento, CA 95812-3044
   County Clerk

   County of: Los Angeles
   12400 Imperial Highway
   Norwalk, CA 90650

From: (Public Agency): City of Pico Rivera
   6615 Passons Boulevard
   Pico Rivera, CA 90660
   (Address)

Project Title: Project No. 50027 Electrical Switchboard Replacement at Plant No. 3

Project Applicant: City of Pico Rivera

Project Location - Specific:

Project Location - City: City of Pico Rivera
Project Location - County: Los Angeles

Description of Nature, Purpose and Beneficiaries of Project:

Removal and replacement of existing electrical switchboard at plant no. 3.

Name of Public Agency Approving Project: City of Pico Rivera

Name of Person or Agency Carrying Out Project: Monica Heredia, PE, Public Works Director / City Engineer

Exempt Status: (check one):

- O Ministerial (Sec. 21080(b)(1); 15268);
- O Declared Emergency (Sec. 21080(b)(3); 15269(a));
- O Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- X Categorical Exemption. State type and section number: Class 1 - Section 15301
- D Statutory Exemptions. State code number: ________________________

Reasons why project is exempt:
Pursuant to the guidelines of the California Environmental Quality Act (CEQA), this project is categorically exempt under Section 15301, Class 1 (c) for existing facilities because the scope of work is limited to the repair, maintenance, restoration and rehabilitation of existing City facilities.

Lead Agency
Contact Person: Monica Heredia, PE
Area Code/Telephone/Extension: 562-801-4221

If filed by applicant:
1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? O Yes O No

Signature: ____________________________ Date: ________________ Title: Public Works Director

× Signed by Lead Agency O Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code. Date Received for filing at OPR: __________
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.