



CITY OF ARCADIA

CITY COUNCIL REGULAR MEETING AGENDA

Tuesday, September 15, 2026, 6:00 P.M.

Location: City Council Conference Room, 240 W. Huntington Drive

Pursuant to Government Code Section 54953(b), Council Member Fu will be attending the City Council Meeting via teleconferencing from the Hotel Notting Hill, Westeinde 26, Amsterdam, 1017ZP, NLD.

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification or accommodation from the City Clerk at (626) 574-5455. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting.

Pursuant to the City of Arcadia's Language Access Services Policy, limited-English proficient speakers who require translation services in order to participate in a meeting may request the use of a volunteer or professional translator by contacting the City Clerk's Office at (626) 574-5455 at least 72 hours prior to the meeting.

How to Submit Public Comment:

Members of the Public who wish to submit public comment may do so using one of the following methods. Generally, the allotted time is determined by the number of speakers, in accordance with the following format: **5 speakers or less – 5 minutes each**; between **6 and 20 speakers – 3 minutes each**; between **21 and 50 speakers – 2 minutes each**; and more than **50 speakers – 1 minute each**.

1. **In-Person:** Complete a Speaker Card, indicate the agenda item number and place it in the Public Comment Drop Box, or simply come to the podium when the Mayor asks for those who wish to speak.
2. **Remote Participation:** Click on the link or join using the Webinar/Meeting ID. To provide public comment, select the **"Raise Hand"** feature in Zoom during public comment.

Web Link:

<https://us06web.zoom.us/j/82181334548?pwd=sk3icr9kXtsYSLO9y8yLM1FSXqY4Zh.1>

Webinar/Meeting ID: 389875

A conference line has been established for public comment. To provide public comment, press ***9** to **"raise your hand"**.

Conference Line: 1 (669) 444-9171

Meeting ID: 821 8133 4548#

Participant ID: Press the # symbol
Meeting Passcode: 389875#

When it is your turn to speak, your microphone will be unmuted, and you will be asked to state your name for the record before providing your comments.

3. **Electronic Submissions:** Public Comment submitted electronically will not be read into the record at the posted meeting time but are forwarded to the City Council prior to the meeting for consideration. Your comments must be received at least 30 minutes prior to the posted meeting time. Please submit your comments electronically in the following manner:

Online public comment form at ArcadiaCA.gov/comment.

Via email to CityClerk@ArcadiaCA.gov.

CALL TO ORDER

ROLL CALL OF CITY COUNCIL MEMBERS

Paul P. Cheng, Mayor
David Fu, Mayor Pro Tem
Dr. Michael Cao, Council Member
John Han, Council Member
Sharon Kwan, Council Member

PUBLIC COMMENTS (5-minute time limit each speaker)

Any person wishing to speak before the City Council may do so using one of the following methods. Generally, the allotted time is determined by the number of speakers, in accordance with the following format: **5 speakers or less – 5 minutes each**; between **6 and 20 speakers – 3 minutes each**; between **21 and 50 speakers – 2 minutes each**; and more than **50 speakers – 1 minute each**. Under the Brown Act, the City Council is prohibited from discussing or taking action on any item not listed on the posted agenda.

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CLOSED SESSION

- a. Pursuant to Government Code Section 54956.9 (d)(2) to confer with legal counsel regarding the Workers' Compensation matter of Kevin Valentine (Claim #21-154915/WCAB Case No. ADJ14415396).

Regular Meeting City Council Chambers, 7:00 p.m.

1. CALL TO ORDER

2. INVOCATION

Reverend Jolene Cadenbach, Arcadia Congregational Church

3. PLEDGE OF ALLEGIANCE

Reverend Jolene Cadenbach, Arcadia Congregational Church

4. ROLL CALL OF CITY COUNCIL MEMBERS

Paul P. Cheng, Mayor
David Fu, Mayor Pro Tem
Dr. Michael Cao, Council Member
John Han, Council Member
Sharon Kwan, Council Member

5. REPORT FROM CITY ATTORNEY REGARDING CLOSED/STUDY SESSION ITEMS

6. SUPPLEMENTAL INFORMATION FROM CITY MANAGER REGARDING AGENDA ITEMS

7. PRESENTATIONS

- a. Presentation of Mayor's Certificates of Commendation to Santa Anita Little League's Softball Minors Washington Huskies for winning the Tournament of Champions and 10U All-Stars for winning the District Championship.

8. PUBLIC COMMENTS (5-minute time limit each speaker)

Any person wishing to speak before the City Council may do so using one of the following methods. Generally, the allotted time is determined by the number of speakers, in accordance with the following format: **5 speakers or less – 5 minutes each**; between **6 and 20 speakers – 3 minutes each**; between **21 and 50 speakers – 2 minutes each**; and more than **50 speakers – 1 minute each**. Under the Brown Act, the City Council is prohibited from discussing or taking action on any item not listed on the posted agenda.

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Meeting ID: 821 8133 4548#

Participant ID: Press the # symbol

Meeting Passcode: 389875#

9. CONSENT CALENDAR

- a. Special and Regular Meeting Minutes of September 1, 2026.
CEQA: Not a Project
Recommended Action: Approve
- b. Professional Services Agreement extension with SDI Presence Inc. for information technology support services through November 30, 2026.
CEQA: Not a Project
Recommended Action: Approve
- c. Professional Services Agreement with Vasquez & Company LLP for the City's financial auditing services.
CEQA: Not a Project
Recommended Action: Approve

- d. Professional Services Agreement with George Hills Company, Inc. for third-party general liability claims administration services in an amount not to exceed \$215,420 for a five-year term.
CEQA: Not a Project
Recommended Action: Approve
- e. Contract with MDJ Management, LLC for the Library Painting and Carpet Replacement Project in the amount of \$309,724.28, with a 10% contingency.
CEQA: Exempt
Recommended Action: Approve
- f. Purchase Order with One Nation Distribution, LLC for the purchase of one 2026 Ford Maverick in the amount of \$38,557.87.
CEQA: Not a Project
Recommended Action: Approve
- g. Purchase Order with Mountain View Chevrolet for the purchase of one 2026 Chevrolet Silverado 2500HD Service Body Pickup Truck in the amount of \$63,242.51.
CEQA: Not a Project
Recommended Action: Approve
- h. Purchase Order with the City of Glendale's Verdugo Fire Communications Center for the purchase of iPads, Havis mounts, and related mounting components required for the Verdugo Computer Aided Dispatch ("CAD") upgrade, in the amount of \$38,242.
CEQA: Not a Project
Recommended Action: Approve
- i. Purchase Order with SDI Presence LLC for the replacement of a public network firewall and five (5) years of licensing and vendor support in the amount of \$56,500.
CEQA: Not a Project
Recommended Action: Approve
- j. Purchase of ammunition from San Diego Police Equipment Co., Inc. in an amount not to exceed \$122,652.
CEQA: Not a Project
Recommended Action: Waive the Formal Bid Process and Approve
- k. Designation of Voting Delegates for the 2026 League of California Cities Annual Conference.
CEQA: Not a Project
Recommended Action: Designate Council Member Michael Cao as the Voting Delegate and Council Member John Han as the Alternate

10. CITY MANAGER

- a. Report on preparations for projected El Niño winter storms.

CEQA: Not a Project

Recommended Action: Receive and File

- b. Resolution No. 7711 establishing fees for City facility use.

CEQA: Not a Project

Recommended Action: Adopt

11. AB 1234 REPORTS FROM MAYOR AND CITY COUNCIL (*limited to legally required reports*).

12. REQUEST FOR FUTURE ITEMS

13. ADJOURNMENT

The City Council will adjourn this meeting to Tuesday, October 6, 2026, at 6:00 p.m. in the City Council Conference Room.

Welcome to the Arcadia City Council Meeting!

The City Council encourages public participation, and invites you to share your views on City business.

MEETINGS: Regular Meetings of the City Council are held on the first and third Tuesday of each month at 7:00 p.m. in City Council Chambers. A full City Council agenda packet with all backup information is available at City Hall and on the City's website at www.ArcadiaCA.gov. Copies of individual Agenda Reports are available via email upon request (CityClerk@ArcadiaCA.gov). Documents distributed to a majority of the City Council after the posting of this agenda will be available for review at the Office of the City Clerk, 240 W. Huntington Drive, Arcadia, California. Live broadcasts and replays of the City Council Meetings are on cable television. Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice as previously described.

PUBLIC PARTICIPATION: Your participation is welcomed and invited at all City Council meetings. Time is reserved at each regular meeting for those in the audience who wish to address the City Council. The City requests that persons addressing the City Council refrain from making personal, slanderous, profane, or disruptive remarks. Any person wishing to speak before the City Council may do so using one of the following methods.

1. **In-Person:** Complete a Speaker Card, indicate the agenda item number and place it in the Public Comment Drop Box, or simply come to the podium when the Mayor asks for those who wish to speak.
2. **Remote Participation:** Click on the link or join using the Webinar/Meeting ID or call the established conference line.

PUBLIC COMMENTS: Should be presented during the time designated as "PUBLIC COMMENTS", for all matters on the agenda or not on the agenda. **By State law, the City Council may not discuss or vote on items not on the agenda. The matter may be referred to staff for appropriate action or response or will be placed on the agenda of a future meeting except for public hearing items.**

PUBLIC HEARINGS AND APPEALS: Are items scheduled for which public input is either required or desired. Separate and apart from the applicant (who may speak longer in the discretion of the City Council), the allotted speaking time is generally determined by the number of speakers, in accordance with the following format: **5 speakers or less – 5 minutes each; between 6 and 20 speakers – 3 minutes each; between 21 and 50 speakers – 2 minutes each; and more than 50 speakers – 1 minute each.** The applicant may additionally submit rebuttal comments.

AGENDA ITEMS: The Agenda contains the regular order of business of the City Council. Items on the Agenda have generally been reviewed and investigated by the City Staff in advance of the meeting so that the City Council can be fully informed about a matter before making its decision.

CONSENT CALENDAR: Items listed on the Consent Calendar are considered to be routine by the City Council and will be acted upon by one motion. There will be no separate discussion on these items unless a member of the City Council, Staff, or the public so requests. In this event, the item will be removed from the Consent Calendar and considered and acted on separately.

DECORUM: While members of the public are free to level criticism of City policies and the action(s) or proposed action(s) of the City Council or its members, members of the public may not engage in behavior that is disruptive to the orderly conduct of the proceedings, including but not limited to, conduct that prevents other members of the audience from being heard when it is their opportunity to speak or which prevents members of the audience from hearing or seeing the proceedings. Members of the public may not threaten any person with physical harm or act in a manner that may reasonably be interpreted as an imminent threat of physical harm. All persons attending the meeting are expected to adhere to the City's policy barring harassment based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, sexual orientation, or age. The Chief of Police, or such member or members of the Police Department, shall serve as the Sergeant-at-Arms of the City Council meeting. The Sergeant-at-Arms shall carry out all orders and instructions given by the presiding official or a majority of the Councilmembers, for the purpose of maintaining order and decorum at the meeting. Any person who violates the order and decorum of the meeting may be placed under arrest and such person may be prosecuted under the provisions of Penal Code Section 403 or applicable Arcadia Municipal Code section.

**ARCADIA CITY COUNCIL
SPECIAL MEETING MINUTES
TUESDAY, SEPTEMBER 1, 2026**

CALL TO ORDER – Mayor Cheng called the Special Meeting to order at 5:31 p.m.

ROLL CALL OF CITY COUNCIL MEMBERS

PRESENT: Cao, Han, Fu, and Cheng
ABSENT: None

Pursuant to Government Code Section 54953(b), Council Member Kwan attended the City Council Meeting via teleconferencing at 5:33 p.m., and notice was properly posted as required by law.

PUBLIC COMMENT

David Bigalow, an Arcadia resident, appeared and asked questions regarding the deployment of tactical drones, including their associated costs and the need to potentially restrict drones in certain areas.

STUDY SESSION

- a. Report, discussion, and direction regarding tactical and civilian drone policies.

Interim Police Chief Cieadlo provided a PowerPoint presentation.

Following discussion, a motion was made by Council Member Cao, seconded by Council Member Han, and carried on a roll call vote to establish a City Council Subcommittee to evaluate potential drone policies, and appoint Mayor Pro Tem Fu and Council Member Han to serve on the Committee.

AYES: Cao, Han, Kwan, Fu, and Cheng
NOES: None
ABSTAIN: None

CLOSED SESSION

- a. Pursuant to Government Code Section 54956.9(d)(2) to confer with legal counsel regarding the Workers' Compensation matter of Kristin Gavrity, Workers' Compensation Claim #22-166154 and #23-171671.

- b. Pursuant to Government Code Section 54956.9 (d)(1) to confer with legal counsel regarding the matter of Victor Pena v. City of Arcadia, a public entity; County of Los Angeles, a public entity; and Does 1-25, inclusive (Case No. 26NNCV01580).

The Special Meeting ended at 6:39 p.m.

No reportable action was taken.



Rachelle Arellano
Assistant City Clerk

**ARCADIA CITY COUNCIL
REGULAR MEETING MINUTES
TUESDAY, SEPTEMBER 1, 2026**

1. **CALL TO ORDER** – Mayor Cheng called the Regular Meeting to order at 7:02 p.m.
2. **INVOCATION** – Reverend Eva Thai-Erwin, Church of the Good Shepherd
3. **PLEDGE OF ALLEGIANCE** – Reverend Eva Thai-Erwin, Church of the Good Shepherd
4. **ROLL CALL OF CITY COUNCIL MEMBERS**

PRESENT: Cao, Han, Kwan, Fu, and Cheng
ABSENT: None

Pursuant to Government Code Section 54953(b), Council Member Kwan attended the City Council Meeting via teleconferencing, and notice was properly posted as required by law.

5. REPORT FROM CITY ATTORNEY REGARDING CLOSED/STUDY SESSION ITEMS

City Attorney Maurer reported that prior to the Regular Meeting, the City Council met in a Special Meeting to discuss a potential drone policy and that a City Council Ad-Hoc Committee was established to study the issue further, with Mayor Pro Tem Fu and Council Member Han appointed as its members. He further reported that the City Council met in a Closed Session and that no reportable action was taken.

6. SUPPLEMENTAL INFORMATION FROM CITY MANAGER REGARDING AGENDA ITEMS

City Manager Lazzaretto had nothing to report.

7. PRESENTATIONS

- a. Presentation of an adoptable dog by Kevin McManus of the Pasadena Humane Society.

8. PUBLIC COMMENTS

The following speakers appeared and expressed their opposition to the proposed removal of 34 protected native oak trees at Santa Anita Park for the LA28 Olympic equestrian cross-country course:

N. Ma	Katelyn Liu (participated remotely)
Phyllis Namete	Suzanne Lukather
Jessica Richards	Lauren Dowd

Grace Lee, Arcadia resident, appeared and announced her candidacy for City Council District 3, and spoke about her hopes of bringing positive change to Arcadia.

K. Ford, Arcadia resident, appeared and spoke about her disappointment with the City Council for not agendizing items requested by another Council Member.

Pete Siberell, representing Santa Anita Park, appeared and thanked Pasadena Humane for their work in Arcadia and the surrounding cities; he further thanked the community for attending the meeting held on August 27, regarding the LA28 cross country course; and he indicated that the community concerns were heard and will be helpful in the course design process.

Randa Kiyssetele, Arcadia resident, appeared and expressed her opposition to the use of Flock cameras, stating that they are an invasion of privacy.

Raymond Cheung, Arcadia resident, appeared and expressed his deepest condolences for the passing of former City Clerk and veteran Gene Glasco; and he suggested that the City Council consider naming the Council Chambers after Gene.

Burton Brink, Arcadia resident and candidate for District 2, appeared and expressed his deepest condolences for the passing of former City Clerk and veteran Gene Glasco; and he shared remarks about Gene's vision for the Vietnam War Monument at Arcadia County Park, and how that vision ultimately came to fruition.

In response to the public comment made regarding agendizing an item for the Oak tree removal at Santa Anita Park, Mayor Cheng noted that Santa Anita Park had already scheduled a meeting for August 27, and that there was no need to add a second meeting on the topic and that the matter may or may not still come before the City Council.

In response to a public comment made regarding campaign contributions he received in 2024 for \$2,500, Mayor Cheng indicated that the money was legally received and reported; he further indicated that he had no knowledge that James Su or EDI Media were registered as an agent of a foreign government.

9. CONSENT CALENDAR

- a. Special and Regular Meeting Minutes of August 18, 2026.
CEQA: Not a Project
Recommended Action: Approve

- b. Resolution No. 7707 amending Resolution No. 7594 establishing compensation and related benefits for employees represented by the Arcadia City Employees' Association ("ACEA") for July 1, 2026, through June 30, 2027 (Senior Plans Examiner).
CEQA: Not a Project
Recommended Action: Adopt
- c. Resolution No. 7709 approving Arcadia Strategic Transit Service Assessment Final Report and recommended service changes.
CEQA: Not a Project
Recommended Action: Adopt
- d. Accept all work performed by Gentry Brothers Inc. for the Fiscal Year 2024-25 Pavement Rehabilitation Project as complete.
CEQA: Exempt
Recommended Action: Approve
- e. Accept all work performed by Horizons Construction Co. Int'l Inc. for the Peacock Fountain Resurfacing Project as complete.
CEQA: Exempt
Recommended Action: Approve

A motion was made by Council Member Cao, seconded by Mayor Pro Tem Fu, and carried on a roll call vote to approve Consent Calendar Items 9.a through 9.e.

AYES: Cao, Fu, Han, Kwan, and Cheng
NOES: None
ABSENT: None

10. City Manager

- a. Resolution No. 7710 amending the Fiscal Year 2025-26 Capital Improvement Program Budget, authorizing a supplemental budget appropriation for the design and construction of the Orange Grove Wells Treatment Project in the amount of \$1,876,227.30, offset by a reduction in the PFAS Settlement Fund; and approve a design-build contract with Pacific Hydrotech Corporation for the design and construction of the Orange Grove Wells Treatment System and Facility Improvements Project in the amount of \$5,407,800, plus a 10% contingency.
CEQA: Exempt
Recommended Action: Adopt and Approve

Assistant City Manager/Public Works Services Director Cranmer presented the Staff Report

After discussion, a motion was made by Council Member Cao, seconded by Mayor Pro Tem Fu, and carried on a roll call vote to adopt Resolution No. 7710 amending the Fiscal Year 2025-26 Capital Improvement Program Budget, authorizing a supplemental budget appropriation for the design and construction of the Orange Grove Wells Treatment Project in the amount of \$1,876,227.30, offset by a reduction in the PFAS Settlement Fund; and approve, authorize, and direct the City Manager to execute a design-build contract with Pacific Hydrotech Corporation for the design and construction of the Orange Grove Wells Treatment System and Facility Improvements Project in the amount of \$5,407,800, plus a 10% contingency, and determine that the project is categorically exempt from the California Environmental Quality Act ("CEQA")

AYES: Cao, Fu, Han, Kwan, and Cheng
NOES: None
ABSENT: None

11. AB 1234 REPORTS FROM MAYOR AND CITY COUNCIL (*limited to legally required reports*).

City Council had nothing to report.

12. REQUEST FOR FUTURE ITEMS

Council Member Kwan requested City Council support to place an item on a future agenda to have a discussion regarding her role and involvement with an energy company. Mayor Pro Tem Fu and Council Member Han concurred.

Council Member Kwan requested City Council support to place an item on a future agenda to review the allegations surrounding a member of the Chinese Consulate and/or foreign governments visiting her residence. No support was expressed for this request.

Mayor Cheng and Mayor Pro Tem Fu noted that Council Member Kwan may produce the information she seeks to discuss or provide clarification in her individual capacity online or through other means.

Council Member Kwan requested City Council support to place an item on a future agenda to hire an independent third-party auditor to review the campaign contributions received by all current City Council Members.

Mayor Pro Tem Fu and Council Member Cao requested clarification about whether the City Council is able to investigate campaign contributions, as requested by Council Member Kwan.

City Attorney Maurer clarified that the Fair Political Practices Commission or the District Attorney are the enforcement entities for campaign filings; he further expressed concerns over the City Council conducting a review of this nature as it involves First Amendment concerns and the discussion of campaigns during a local election period.

Based on the response from the City Attorney, Mayor Cheng confirmed that no support was received for Council Member Kwan's request to hire an independent third-party auditor to review the campaign contributions received by all current City Council Members.

Council Member Cao requested City Council support to place an item on a future agenda to discuss the commemorative naming of a City facility in honor of former City Clerk Gene Glasco. Mayor Cheng and Mayor Pro Tem Fu concurred.

Mayor Pro Tem Fu requested City Council support to place an item on a future agenda to review the City Council's rules of procedure and meeting protocols. Council Member Cao and Mayor Cheng concurred.

Council Member Kwan requested City Council support to place an item on a future agenda to receive a report from the past five-years of how Arcadia's protective tree ordinance is being applied to homeowners and developers, including the number of requests for removal, approvals vs. denials, and turnaround time on decisions received from developers and homeowners. No support was expressed for this request.

ADJOURNMENT

The City Council adjourned in memory of former City Clerk Gene Glasco, at 8:50 p.m. to Tuesday, September 15, 2026, at 6:00 p.m., in the City Council Chambers.



Rachelle Arellano
Assistant City Clerk



ADMINISTRATIVE SERVICES DEPARTMENT

DATE: September 15, 2026

TO: Honorable Mayor and City Council

FROM: Henry Chen, Administrative Services Director
By: Wilson Luo, Information Technology Manager

SUBJECT: PROFESSIONAL SERVICES AGREEMENT EXTENSION WITH SDI PRESENCE INC. FOR INFORMATION TECHNOLOGY SUPPORT SERVICES THROUGH NOVEMBER 30, 2026.
CEQA: Not a Project
Recommendation: Approve

SUMMARY

The City's current Information Technology ("IT") Support Services agreement with SDI Presence Inc. ("SDI") is scheduled to expire on September 30, 2026. In May 2026, a Request for Proposals ("RFP") for IT support services was issued, and six (6) proposals were received. Given the complexity and critical nature of the services provided, additional time is required for the evaluation, negotiation, and execution of a new agreement. To ensure continuity of essential IT services and avoid any interruption in support during this process, Staff is recommending an extension of the existing agreement with SDI through November 30, 2026.

DISCUSSION

As part of the evaluation of the proposals received for IT support services, additional consideration has been given to the service levels and customer service expectations that will be established under the new agreement. Given the scope and importance of the City's IT environment, it is essential that the selected service provider be capable of meeting the City's current and anticipated IT support needs while maintaining a consistent and appropriate level of service.

Therefore, additional time is being taken to conduct further discussions with the proposing firms regarding customer service expectations and the level of service to

be provided under a new agreement. These discussions are intended to further clarify expectations related to responsiveness, communication, issue resolution, and overall customer support. The additional due diligence will provide an opportunity for service levels and contractual commitments to be more thoroughly evaluated to ensure that the final agreement is aligned with the City's expectations.

To ensure continuity of IT support services during this period and avoid any disruption to City operations, Staff is recommending approval of an extension to the existing Professional Services Agreement with SDI Presence Inc., through November 30, 2026.

ENVIRONMENTAL ANALYSIS

The proposed action does not constitute a project under the California Environmental Quality Act ("CEQA"), under Section 15061(b)(3) of the CEQA Guidelines, as it can be seen with certainty that it will have no impact on the environment.

FISCAL IMPACT

Funding for IT support services is included in the Fiscal Year 2026–27 Operating Budget, no additional appropriation is needed.

RECOMMENDATION

It is recommended the City Council determine that this action is not a project under the California Environmental Quality Act ("CEQA"); and approve and authorize the City Manager to execute an extension to the Professional Services Agreement with SDI Presence Inc. for information technology support services through November 30, 2026, with no other changes in terms.

Approved:



Dominic Lazzaretto
City Manager



ADMINISTRATIVE SERVICES DEPARTMENT

DATE: September 15, 2026

TO: Honorable Mayor and City Council

FROM: Henry Chen, Administrative Services Director

SUBJECT: PROFESSIONAL SERVICES AGREEMENT WITH VASQUEZ & COMPANY LLP
FOR THE CITY'S FINANCIAL AUDITING SERVICES
CEQA: Not a Project
Recommendation: Approve

SUMMARY

The City solicited proposals from qualified auditing firms to provide independent auditing services for the City's annual financial audit. Following evaluation of the proposals received, Moss, Levy & Hartzheim LLP ("Moss Levy") was initially identified as the recommended firm based on its qualifications, experience, and proposed cost. Following the selection, Moss Levy notified the City that it was withdrawing its proposal and would no longer be available to provide the requested auditing services.

As a result of Moss Levy's withdrawal, the remaining qualified proposals received through the original solicitation process were reviewed. Based on the results of that evaluation, Vasquez & Company LLP ("Vasquez") provided the second lowest priced bid and is qualified to provide the City's required auditing services.

Accordingly, it is recommended that the City Council award a Professional Services Agreement to Vasquez for an initial three-year term, with the option to extend the agreement for two additional one-year terms. Total compensation over the five-year term is estimated at \$262,900.

BACKGROUND

On July 21, 2026, the City Council approved a Professional Services Agreement with

Moss Levy for financial auditing services. The agreement was for an initial three-year term, with the option of two additional one-year terms, for a total cost of \$198,000. Moss Levy has provided financial auditing services to the City for 11 years.

Less than one month following its selection as the City's auditing firm, Moss Levy notified the City that it had decided to withdraw from the engagement. The firm expressed concerns regarding its ability to maintain the appearance and perception of independence throughout the audit. The firm determined that continued questions or challenges regarding its independence could affect the perception of its work and professional judgment during the engagement.

The firm's decision to withdraw was not related to its qualifications, professional reputation, or past work performed for Arcadia. Rather, Moss Levy determined that withdrawing would avoid potential concerns regarding the credibility, independence, or acceptance of the audit. The City respects the firm's decision and recognizes the importance of an audit process in which the selected firm's work and professional judgment can be evaluated objectively and independently.

DISCUSSION

Following Moss Levy's withdrawal, the proposals submitted as part of the City's original competitive selection process were revisited. Based on the established evaluation criteria and assessment of the overall proposal, Vasquez is the firm recommended to perform the City's audit services. The firm submitted the second-lowest priced proposal among the firms evaluated.

Vasquez & Company LLP is a Los Angeles-based, full-service certified public accounting firm with more than 55 years of experience. Established in 1969, the firm provides audit, accounting, tax, and consulting services to a broad range of clients. Vasquez has extensive experience providing financial and compliance audit services to governmental entities throughout California. The firm's government practice includes over 200 staff with experience in governmental accounting, financial reporting, compliance, and auditing requirements applicable to public agencies.

Based on the firm's qualifications, experience, and prior evaluation through the City's competitive selection process, Vasquez is considered well qualified to provide the City's annual financial auditing services. Awarding the agreement to Vasquez will

allow the City to proceed with the required audit services without conducting a new solicitation, while utilizing the results of the City's original competitive procurement process.

ENVIRONMENTAL ANALYSIS

The proposed action does not constitute a project under the California Environmental Quality Act ("CEQA"), under Section 15061(b)(3) of the CEQA Guidelines, as it can be seen with certainty that it will have no impact on the environment.

FISCAL IMPACT

The proposed Professional Services Agreement is for a total of \$262,900 over the five-year term, consisting of an initial three-year term with two optional one-year extensions. Funding for the first year of the agreement is included in the Fiscal Year 2026–27 Operating Budget. Funding for the remaining years of the agreement will be requested as part of the City's annual budget development process.

RECOMMENDATION

It is recommended that the City Council determine this action is not a project under the California Environmental Quality Act ("CEQA"); and authorize the City Manager to execute a Professional Services Agreement with Vasquez & Company, LLP for the City's financial auditing services for an initial three-year term, with the option to extend the agreement for two additional one-year terms, for a total of \$262,900 over the full five-year period.

Approved:



Dominic Lazzaretto
City Manager

Attachment: Proposed Professional Services Agreement

**CITY OF ARCADIA
PROFESSIONAL SERVICES AGREEMENT REGARDING
ANNUAL FINANCIAL AUDITING SERVICES**

This Agreement is made and entered into as of September 16, 2026, by and between the City of Arcadia, a municipal corporation organized and operating under the laws of the State of California with its principal place of business at 240 West Huntington Drive, Arcadia, California 91066 ("City"), and Vasquez & Company LLP, a Limited Liability Partnership with its principal place of business at 655 N Central Avenue, Suite 1550, Glendale, CA 91203 (hereinafter referred to as "Consultant"). City and Consultant are sometimes individually referred to as "Party" and collectively as "Parties" in this Agreement.

RECITALS

A. City is a public agency of the State of California and is in need of professional services for the following project:

Annual Financial Auditing Services (hereinafter referred to as "the Project").

B. Consultant is duly licensed and has the necessary qualifications to provide such services.

C. The Parties desire by this Agreement to establish the terms for City to retain Consultant to provide the services described herein.

AGREEMENT

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Services.

Consultant shall provide the City with the services described in the Scope of Services attached hereto as Exhibit "A."

2. Compensation.

a. Subject to paragraph 2(b) below, the City shall pay for such services in accordance with the Schedule of Charges set forth in Exhibit "B."

b. In no event shall the total amount paid for services rendered by Consultant under this Agreement exceed the sum set forth in Exhibit "B". This amount is to cover all printing and related costs, and the City will not pay any additional fees for printing expenses. Periodic payments shall be made within 30 days of receipt of an invoice which includes a detailed description of the work performed. Payments to Consultant for work performed will be made on a monthly billing basis.

3. Additional Work.

If changes in the work seem merited by Consultant or the City, and informal consultations with the other party indicate that a change is warranted, it shall be processed in the following manner: a letter outlining the changes shall be forwarded to the City by Consultant with a statement of estimated changes in fee or time schedule. An amendment to this Agreement shall be prepared by the City and executed by both Parties before performance of such services, or the City will not be required to pay for the changes in the scope of work. Such amendment shall not render ineffective or invalidate unaffected portions of this Agreement.

4. Maintenance of Records.

Books, documents, papers, accounting records, and other evidence pertaining to costs incurred shall be maintained by Consultant and made available at all reasonable times during the contract period and for four (4) years from the date of final payment under the contract for inspection by City.

5. Terms.

The term of this Agreement shall be for annual audit services **through fiscal year ending June 30, 2028**, unless earlier terminated as provided herein. The Parties may, by mutual, written consent, extend the term of this Agreement if necessary to complete the Project. Consultant shall perform its services in a prompt and timely manner within the term of this Agreement and shall commence performance upon receipt of written notice from the City to proceed ("Notice to Proceed"). The Notice to Proceed shall set forth the date of commencement of work.

Consultant shall perform its services in a prompt and timely manner and shall commence performance upon receipt of written notice from the City to proceed ("Notice to Proceed"). Consultant shall complete the services required within time period agreed to between the parties. The Notice to Proceed shall set forth the date of commencement of work.

6. Delays in Performance.

a. Neither City nor Consultant shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this Agreement, such circumstances include but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war; riots and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage or judicial restraint.

b. Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement.

7. Compliance with Law.

a. Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local government, including Cal/OSHA requirements.

b. If required, Consultant shall assist the City, as requested, in obtaining and maintaining all permits required of Consultant by federal, state and local regulatory agencies.

c. If applicable, Consultant is responsible for all costs of clean up and/ or removal of hazardous and toxic substances spilled as a result of his or her services or operations performed under this Agreement.

8. Standard of Care

Consultant's services will be performed in accordance with generally accepted professional practices and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions.

9. Assignment and Subconsultant

Consultant shall not assign, sublet, or transfer this Agreement or any rights under or interest in this Agreement without the written consent of the City, which may be withheld for any reason. Any attempt to so assign or so transfer without such consent shall be void and without legal effect and shall constitute grounds for termination. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement. Nothing contained herein shall prevent Consultant from employing independent associates, and subconsultants as Consultant may deem appropriate to assist in the performance of services hereunder.

10. Independent Contractor

Consultant is retained as an independent contractor and is not an employee of City. No employee or agent of Consultant shall become an employee of City. The work to be performed shall be in accordance with the work described in this Agreement, subject to such directions and amendments from City as herein provided.

11. Insurance. Consultant shall not commence work for the City until it has provided evidence satisfactory to the City it has secured all insurance required under this section. In addition, Consultant shall not allow any subcontractor to commence work on any subcontract until it has secured all insurance required under this section.

a. Commercial General Liability

(i) The Consultant shall take out and maintain, during the performance of all work under this Agreement, in amounts not less than specified herein, Commercial General Liability Insurance, in a form and with insurance companies acceptable to the City.

(ii) Coverage for Commercial General Liability insurance shall be at least as broad as the following:

(1) Insurance Services Office Commercial General Liability coverage (Occurrence Form CG 00 01) or exact equivalent.

(iii) Commercial General Liability Insurance must include coverage for the following:

- (1) Bodily Injury and Property Damage
- (2) Personal Injury/Advertising Injury
- (3) Premises/Operations Liability
- (4) Products/Completed Operations Liability **Consultant shall procure and submit evidence of insurance for at least five (5) years from the time that all work under this Agreement is completed.**
- (5) Aggregate Limits that Apply per Project
- (6) Explosion, Collapse and Underground (UCX) exclusion deleted
- (7) Contractual Liability with respect to this Agreement
- (8) Property Damage
- (9) Independent Consultants Coverage

(iv) The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; (3) products/completed operations liability; or (4) contain any other exclusion contrary to the Agreement.

(v) The policy shall give City, its officials, officers, employees, agents and City designated volunteers additional insured status using ISO endorsement forms CG 20 10 10 01 and 20 37 10 01, or endorsements providing the exact same coverage. Consultant may provide blanket endorsements to meet the Additional Insured requirement in this written contract. However, all subcontractors' endorsements shall specifically name

the City, its elected officials, officers, employees, volunteers, boards, agents, and representatives as additional insureds and blanket endorsements are not acceptable.

(vi) The general liability program may utilize either deductibles or provide coverage excess of a self-insured retention, subject to written approval by the City, and provided that such deductibles shall not apply to the City as an additional insured.

b. Automobile Liability

(i) At all times during the performance of the work under this Agreement, the Consultant shall maintain Automobile Liability Insurance for bodily injury and property damage including coverage for owned, non-owned and hired vehicles, in a form and with insurance companies acceptable to the City.

(ii) Coverage for automobile liability insurance shall be at least as broad as Insurance Services Office Form Number CA 00 01 covering automobile liability (Coverage Symbol 1, any auto).

(iii) The policy shall give City, its officials, officers, employees, agents and City designated volunteers additional insured status. Consultant may provide blanket endorsements to meet the Additional Insured requirement in this written contract. However, all subcontractors' endorsements shall specifically name the City, its elected officials, officers, employees, volunteers, boards, agents, and representatives as additional insureds and blanket endorsements are not acceptable.

(iv) Subject to written approval by the City, the automobile liability program may utilize deductibles, provided that such deductibles shall not apply to the City as an additional insured, but not a self-insured retention.

c. Workers' Compensation/Employer's Liability

(i) Consultant certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and he/she will comply with such provisions before commencing work under this Agreement.

(ii) To the extent Consultant has employees at any time during the term of this Agreement, at all times during the performance of the work under this Agreement, the Consultant shall maintain full compensation insurance for all persons employed directly by him/her to carry out the work contemplated under this Agreement, all in accordance with the "Workers' Compensation and Insurance Act," Division IV of the Labor Code of the State of California and any acts amendatory thereof, and Employer's Liability Coverage in amounts indicated herein. Consultant shall require all subconsultants to obtain

and maintain, for the period required by this Agreement, workers' compensation coverage of the same type and limits as specified in this section.

d. Professional Liability (Errors and Omissions)

At all times during the performance of the work under this Agreement the Consultant shall maintain professional liability or Errors and Omissions insurance appropriate to its profession, in a form and with insurance companies acceptable to the City and in an amount indicated herein. This insurance shall be endorsed to include contractual liability applicable to this Agreement and shall be written on a policy form coverage specifically designed to protect against acts, errors or omissions of the Consultant. "Covered Professional Services" as designated in the policy must specifically include work performed under this Agreement. The policy must "pay on behalf of" the insured and must include a provision establishing the insurer's duty to defend.

e. Minimum Policy Limits Required

(i) The following insurance limits are required for the Agreement:

Combined Single Limit

Commercial General Liability	\$1,000,000 per occurrence/\$2,000,000 aggregate for bodily injury, personal injury, and property damage
Automobile Liability	\$1,000,000 per occurrence for bodily injury and property damage
Employer's Liability	\$1,000,000 per occurrence
Professional Liability	\$1,000,000 per claim and aggregate (errors and omissions)

(ii) Defense costs shall be payable in addition to the limits.

(iii) Requirements of specific coverage or limits contained in this section are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance. Any available coverage shall be provided to the parties required to be named as Additional Insured pursuant to this Agreement.

f. Evidence Required

Prior to execution of the Agreement, the Consultant shall file with the City evidence of insurance from an insurer or insurers certifying to the coverage of all insurance

required herein. Such evidence shall include original copies of the ISO CG 00 01 (or insurer's equivalent) signed by the insurer's representative and Certificate of Insurance (Acord Form 25-S or equivalent), together with required endorsements. All evidence of insurance shall be signed by a properly authorized officer, agent, or qualified representative of the insurer and shall certify the names of the insured, any additional insureds, where appropriate, the type and amount of the insurance, the location and operations to which the insurance applies, and the expiration date of such insurance.

g. Policy Provisions Required

(i) Consultant shall provide the City at least thirty (30) days prior written notice of cancellation of any policy required by this Agreement, except that the Consultant shall provide at least ten (10) days prior written notice of cancellation of any such policy due to non-payment of premium. If any of the required coverage is cancelled or expires during the term of this Agreement, the Consultant shall deliver renewal certificate(s) including the General Liability Additional Insured Endorsement to the City at least ten (10) days prior to the effective date of cancellation or expiration. Consultant may provide blanket endorsements to meet the Additional Insured requirement in this written contract. However, all subcontractors' endorsements shall specifically name the City, its elected officials, officers, employees, volunteers, boards, agents, and representatives as additional insureds and blanket endorsements are not acceptable.

(ii) The Commercial General Liability Policy and Automobile Policy shall each contain a provision stating that Consultant's policy is primary insurance and that any insurance, self-insurance or other coverage maintained by the City or any named insureds shall not be called upon to contribute to any loss.

(iii) The retroactive date (if any) of each policy is to be no later than the effective date of this Agreement. Consultant shall maintain such coverage continuously for a period of at least three years after the completion of the work under this Agreement. Consultant shall purchase a one (1) year extended reporting period A) if the retroactive date is advanced past the effective date of this Agreement; B) if the policy is cancelled or not renewed; or C) if the policy is replaced by another claims-made policy with a retroactive date subsequent to the effective date of this Agreement.

(iv) All required insurance coverages, except for the professional liability coverage, shall contain or be endorsed to waiver of subrogation in favor of the City, its officials, officers, employees, agents, and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Consultant hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

(v) The limits set forth herein shall apply separately to each insured against whom claims are made or suits are brought, except with respect to the limits of liability. Further the limits set forth herein shall not be construed to relieve the Consultant from liability in excess of such coverage, nor shall it limit the Consultant's indemnification obligations to the City and shall not preclude the City from taking such other actions available to the City under other provisions of the Agreement or law.

h. Qualifying Insurers

(i) All policies required shall be issued by acceptable insurance companies, as determined by the City, which satisfy the following minimum requirements:

(1) Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and admitted to transact in the business of insurance in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

i. Additional Insurance Provisions

(i) The foregoing requirements as to the types and limits of insurance coverage to be maintained by Consultant, and any approval of said insurance by the City, is not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by the Consultant pursuant to this Agreement, including but not limited to, the provisions concerning indemnification.

(ii) If at any time during the life of the Agreement, any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Consultant or City will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, City may cancel this Agreement.

(iii) The City may require the Consultant to provide complete copies of all insurance policies in effect for the duration of the Project.

(iv) Neither the City nor any of its officials, officers, employees, agents or volunteers shall be personally responsible for any liability arising under or by virtue of this Agreement.

k. Subconsultant Insurance Requirements. Consultant shall not allow any subcontractors or subconsultants to commence work on any subcontract until they have provided evidence satisfactory to the City that they have secured all insurance required under this section. Policies of commercial general liability insurance provided by such subcontractors or subconsultants shall be endorsed to name the City as an additional

insured using ISO form CG 20 38 04 13 or an endorsement providing the exact same coverage. All subcontractors' endorsements shall specifically name the City, its elected officials, officers, employees, volunteers, boards, agents, and representatives as additional insureds and blanket endorsements are not acceptable. If requested by Consultant, City may approve different scopes or minimum limits of insurance for particular subcontractors or subconsultants.

12. Indemnification.

a. To the fullest extent permitted by law, Consultant shall defend (with counsel of City's choosing), indemnify and hold the City, its officials, officers, employees, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's services, the Project or this Agreement, including without limitation the payment of all damages, expert witness fees and attorney's fees and other related costs and expenses. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by Consultant, the City, its officials, officers, employees, agents, or volunteers.

b. To the extent required by Civil Code section 2782.8, which is fully incorporated herein, Consultant's obligations under the above indemnity shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, but shall not otherwise be reduced. If Consultant's obligations to defend, indemnify, and/or hold harmless arise out of Consultant's performance of "design professional services" (as that term is defined under Civil Code section 2782.8), then upon Consultant obtaining a final adjudication that liability under a claim is caused by the comparative active negligence or willful misconduct of the City, Consultant's obligations shall be reduced in proportion to the established comparative liability of the City and shall not exceed the Consultant's proportionate percentage of fault.

13. California Labor Code Requirements.

a. Consultant is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects ("Prevailing Wage Laws"). If the services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$15,000 or more for maintenance or \$25,000 or more for construction, alteration, demolition, installation, or repair, Consultant agrees to fully comply with such Prevailing Wage Laws. Consultant shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage

Laws. It shall be mandatory upon the Consultant and all subconsultants to comply with all California Labor Code provisions, which include but are not limited to prevailing wages (Labor Code Sections 1771, 1774 and 1775), employment of apprentices (Labor Code Section 1777.5), certified payroll records (Labor Code Sections 1771.4 and 1776), hours of labor (Labor Code Sections 1813 and 1815) and debarment of contractors and subcontractors (Labor Code Section 1777.1).

b. If the services are being performed as part of an applicable “public works” or “maintenance” project and if the total compensation is \$15,000 or more for maintenance or \$25,000 or more for construction, alteration, demolition, installation, or repair, then pursuant to Labor Code Sections 1725.5 and 1771.1, the Consultant and all subconsultants performing such services must be registered with the Department of Industrial Relations. Consultant shall maintain registration for the duration of the Project and require the same of any subconsultants, as applicable. This Project may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Consultant’s sole responsibility to comply with all applicable registration and labor compliance requirements.

c. This Agreement may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Consultant’s sole responsibility to comply with all applicable registration and labor compliance requirements. Any stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor that affect Consultant’s performance of services, including any delay, shall be Consultant’s sole responsibility. Any delay arising out of or resulting from such stop orders shall be considered Consultant caused delay and shall not be compensable by the City. Consultant shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claim or liability arising out of stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor.

14. Verification of Employment Eligibility.

By executing this Agreement, Consultant verifies that it fully complies with all requirements and restrictions of state and federal law respecting the employment of undocumented aliens, including, but not limited to, the Immigration Reform and Control Act of 1986, as may be amended from time to time, and shall require all subconsultants and sub-subconsultants to comply with the same.

15. Laws and Venue.

This Agreement shall be interpreted in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a state or federal court situated in the County of Los Angeles, State of California.

17 Termination or Abandonment

a. City has the right to terminate or abandon any portion or all of the work under this Agreement by giving ten (10) calendar days written notice to Consultant. In such event, City shall be immediately given title and possession to all original field notes, drawings and specifications, written reports and other documents produced or developed for that portion of the work completed and/or being abandoned. City shall pay Consultant the reasonable value of services rendered for any portion of the work completed prior to termination. If said termination occurs prior to completion of any task for the Project for which a payment request has not been received, the charge for services performed during such task shall be the reasonable value of such services, based on an amount mutually agreed to by City and Consultant of the portion of such task completed but not paid prior to said termination. City shall not be liable for any costs other than the charges or portions thereof which are specified herein. Consultant shall not be entitled to payment for unperformed services, and shall not be entitled to damages or compensation for termination of work.

b. Consultant may terminate its obligation to provide further services under this Agreement upon thirty (30) calendar days' written notice to City only in the event of substantial failure by City to perform in accordance with the terms of this Agreement through no fault of Consultant.

18 Documents. Except as otherwise provided in "Termination or Abandonment," above, all original field notes, written reports, Drawings and Specifications and other documents, produced or developed for the Project shall, upon payment in full for the services described in this Agreement, be furnished to and become the property of the City.

19. Organization

Consultant shall assign Wilson Lam as Project Manager. The Project Manager shall not be removed from the Project or reassigned without the prior written consent of the City.

20. Limitation of Agreement.

This Agreement is limited to and includes only the work included in the Project described above.

21. Notice

Any notice or instrument required to be given or delivered by this Agreement may be given or delivered by depositing the same in any United States Post Office, certified mail, return receipt requested, postage prepaid, addressed to:

CITY:

City of Arcadia

240 West Huntington Drive

Arcadia, CA 91066

Attn: Henry Chen, Administrative Services Director

CONSULTANT:

Vasquez & Company, LLP

655 N Central Avenue, Suite 1550

Glendale, CA 91203

Attn: Roger A Martinez CPA, Partner, Audit Practice Leader

and shall be effective upon receipt thereof.

22. Third Party Rights

Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the City and the Consultant.

23. Equal Opportunity Employment.

Consultant represents that it is an equal opportunity employer and that it shall not discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, sex, age or other interests protected by the State or Federal Constitutions. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

24. Entire Agreement

This Agreement, with its exhibits, represents the entire understanding of City and Consultant as to those matters contained herein, and supersedes and cancels any prior or contemporaneous oral or written understanding, promises or representations with respect to those matters covered hereunder. Each party acknowledges that no representations, inducements, promises or agreements have been made by any person which are not incorporated herein, and that any other agreements shall be void. This Agreement may not be modified or altered except in writing signed by both Parties hereto. This is an integrated Agreement.

25. Severability

The unenforceability, invalidity or illegality of any provision(s) of this Agreement shall not render the provisions unenforceable, invalid or illegal.

26. Successors and Assigns

This Agreement shall be binding upon and shall inure to the benefit of the successors in interest, executors, administrators and assigns of each party to this Agreement. However,

Consultant shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations without the prior written consent of City. Any attempted assignment without such consent shall be invalid and void.

27. Non-Waiver

None of the provisions of this Agreement shall be considered waived by either party, unless such waiver is specifically specified in writing.

28. Time of Essence

Time is of the essence for each and every provision of this Agreement.

29. City's Right to Employ Other Consultants

City reserves its right to employ other consultants, including engineers, in connection with this Project or other projects.

30. Prohibited Interests

Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no director, official, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

[SIGNATURES ON FOLLOWING PAGE]

**SIGNATURE PAGE FOR PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF ARCADIA
AND VASQUEZ & COMPANY, LLP**

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

CITY OF ARCADIA

VASQUEZ & COMPANY, LLP

By: _____
Dominic Lazzaretto
City Manager

By: _____
Signature

Date: _____

Its: _____

ATTEST:

Printed Name

By: _____
City Clerk

Date: _____

APPROVED AS TO FORM

By: _____
Signature

By: _____
Michael J. Maurer
City Attorney

Its: _____

Printed Name

EXHIBIT A

Scope of Services

1. The audit firm shall perform an audit of all funds of the City in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States.
2. The audit firm shall express an opinion on the financial statements mentioned in this section as to whether they present fairly, in all material respects, the financial position of the City and the changes in financial position in conformity with generally accepted accounting principles (GAAP), and issue Independent Auditors' Reports stating this opinion.
3. The audit firm shall prepare the City's Annual Comprehensive Financial Report (ACFR) in accordance with the latest statements by Governmental Accounting Standard Board (GASB), including the Basic Financial Statements, Notes to the Basic Financial Statements, Required Supplementary Information, Supplementary information and Fiduciary Fund Financial Statements.

The audit firm shall apply limited audit procedures to Management's Discussion and Analysis (MD&A).

As the City intends to submit its ACFR each year to the Government Finance Officers Associations' (GFOA) certificate of Achievement for Excellence in Financial Reporting award program, the auditor selected shall review the GFOA comments from the prior year to ensure compliance with the requirements of the award program.

4. The audit firm shall perform financial audits and prepare a financial report in accordance with the SCAG Guide to the Transportation Development Act Program and other pertinent state requirements on the city's Transit Fund.
5. The Audit firm shall perform a single audit on the expenditures of federal grants in accordance with OMB Circular A-133 and render the appropriate audit reports on Internal Control over Financial Reporting based upon the audit of the City's financial statements in accordance with Government Auditing Standards and the appropriate reports on compliance with Requirements Applicable to each Major Program, Internal Control over Compliance and on the Schedule of Expenditures of Federal Awards in Accordance with OMB Circular A-133. The single audit report will include appropriate schedule of expenditures of federal awards, footnotes, findings and questioned costs, including reportable conditions and material

- weaknesses, and follow up on prior audit findings where required; submit the report to the Federal Clearinghouse.
6. The audit firm shall prepare and submit the annual report of Financial Transactions to the State Controller's office, also referred to as the State Controller's Report for the City of Arcadia.
 7. The audit firm shall perform agreed-upon auditing procedures pertaining to the City's GANN Limit (Appropriations Limit) and render a letter annually to the City regarding compliance.
 8. The auditors will examine the City's internal accounting controls and accounting procedures and render written reports of their findings and recommendations to the Administrative Services Director and the City Manager. The examination shall be made, and reports rendered in accordance with generally accepted government auditing standards. In the required reports on internal controls, the auditor shall communicate any reportable conditions found during the audit. Reportable conditions that are also material weaknesses shall be identified as such in the report. Non-reportable conditions discovered by auditors shall be reported in a separate letter to management, which shall be referred to in the reports on internal controls.
 9. The audit firm shall present and discuss annual financial statements and results of operations to the City Council at the City's request.
 10. The audit firm shall provide general consultation throughout the year as an information resource and may be asked to provide guidance on the implementation of new GASB pronouncements or regulations affecting local government accounting.
 11. Additional Audit services as needed: The City might request additional services, such as Measure W, AUP audit, AQMD audit, etc. A separate proposal will be requested at that time.
 12. The audit firm shall print and bind 5 copies of the audited financial statements.

EXHIBIT B

Schedule of Charges/Payments

SERVICE	FY25-26	FY26-27	FY27-28	FY28-29	FY29-30
City Audit and CAFR	\$ 38,090	\$ 40,076	\$ 41,278	\$ 42,516	\$ 43,792
Transit Fund Report	2,195	2,261	2,239	2,399	2,471
GANN Limit Review Report	384	396	408	420	432
Single Audit	4,939	5,087	5,240	5,397	5,559
State Controller's Report	3,073	3,165	3,260	3,358	3,459
Other Costs (Please Specify)	-	-	-	-	-
Total (Not-To-Exceed)	\$ 49,500	\$ 50,985	\$ 52,515	\$ 54,090	\$ 55,713

NOTE: Up to two (2) major programs are subject to Single Audit Act testing each fiscal year, consistent with Title 2 CFR Part 200 Subpart F risk-based major-program determination and the City's recent federal expenditure profile (e.g., Outdoor Recreation Acquisition and Coronavirus State and Local Fiscal Recovery Funds were each individually significant in FY24–FY25). Each additional major program beyond two is \$2,500 per program.



HUMAN RESOURCES DEPARTMENT

DATE: September 15, 2026

TO: Honorable Mayor and City Council

FROM: Sairy Stepanian, Acting Human Resources Director

SUBJECT: PROFESSIONAL SERVICES AGREEMENT WITH GEORGE HILLS COMPANY, INC. FOR THIRD-PARTY GENERAL LIABILITY CLAIMS ADMINISTRATION SERVICES IN AN AMOUNT NOT TO EXCEED \$215,420 FOR A FIVE-YEAR TERM

CEQA: Not a Project

Recommendation: Approve

SUMMARY

The City of Arcadia utilizes a Third-Party Administrator (“TPA”) to provide professional claims administration services for its general liability program. On September 21, 2021, the City Council approved a five-year Professional Services Agreement (“Agreement”) with George Hills Company, Inc. (“George Hills”) for third-party general liability claims administration services for the period of October 1, 2021, through September 30, 2026.

Under the current Agreement, George Hills has provided claims administration and related services to the City in coordination with the California Insurance Pool Authority (“CIPA”), the City’s municipal risk-sharing pool. George Hills has developed familiarity with the City’s operations, claims history, risk exposures, and claims management practices, and has provided the professional expertise necessary to administer the City’s general liability claims.

With the existing Agreement scheduled to expire on September 30, 2026, it is recommended that the City Council approve, authorize, and direct the City Manager to execute a five-year Professional Services Agreement with George Hills Company, Inc. for third-party general liability claims administration services for the period of

October 1, 2026, through September 30, 2031, in an amount not to exceed \$215,420 over the five-year term.

BACKGROUND

The City is a member of the CIPA, who operates as a Joint Powers Authority and provides pooled risk-sharing and insurance programs to its member agencies. As part of the City's participation in CIPA, the City utilizes professional third-party claims administration services to manage the day-to-day administration of its general liability claims.

In 2021, the City transitioned its general liability claims administration services to George Hills following CIPA's evaluation and selection of the firm as a preferred provider for its member agencies. On September 21, 2021, the City Council approved a five-year Agreement with George Hills for the period of October 1, 2021, through September 30, 2026.

George Hills is an established third-party claims administrator specializing in claims administration and risk management services for public agencies. Since assuming responsibility for administering the City's general liability claims, George Hills has worked closely with City staff, CIPA, defense counsel, claimants, and other parties involved in the administration and resolution of claims.

DISCUSSION

The effective administration of general liability claims is an important component of the City's overall risk management program. General liability claims can involve a broad range of matters, including bodily injury, property damage, dangerous conditions of public property, automobile liability, and other allegations arising from City operations. Proper claims administration requires timely investigation, evaluation of liability and damages, coordination with legal counsel and insurance representatives, maintenance of appropriate reserves, and development of strategies to resolve claims efficiently and appropriately.

During the current contract term, George Hills has provided the City with comprehensive general liability claims administration services and has established institutional knowledge regarding the City's claims, operations, and risk profile.

George Hills also maintains familiarity with CIPA's policies, procedures, reporting requirements, and coverage structure, which facilitate coordination among the City, CIPA, defense counsel, and other parties involved in the claims process.

Under the proposed Agreement, George Hills will continue to provide services that include, but are not limited to:

- Managing and administering general liability claims;
- Investigating and evaluating claims and potential liability;
- Establishing and monitoring appropriate claim reserves;
- Monitoring defense counsel and litigation activity;
- Attending mediations, settlement conferences, arbitrations, trials, small claims proceedings, and other proceedings, as appropriate;
- Coordinating and communicating with City staff, CIPA, defense counsel, claimants, and other involved parties;
- Providing recommendations regarding claim resolution and settlement;
- Providing reports and information regarding the status and development of claims;
- Advising the City regarding material developments affecting claims and potential risk exposure;
- Providing training and technical assistance, as requested; and
- Performing other administrative and management functions necessary for the effective administration of the City's general liability claims program.

Continuation with George Hills will also provide consistency in the administration of existing open claims and minimize disruption that could otherwise result from transitioning the City's claims inventory to a new administrator. Maintaining continuity is particularly beneficial for complex and litigated claims where the claims professionals have developed knowledge of the underlying facts, litigation history, potential exposure, and resolution strategy.

Based upon George Hills' performance during the existing Agreement, its experience administering public agency liability claims, familiarity with the City and CIPA, and ability to provide continuity in the administration of the City's general liability program, it is recommended that the City Council approve, authorize, and direct the City Manager to execute a new five-year Agreement with George Hills Company, Inc.

for third-party general liability claims administration services for the period of October 1, 2026, through September 30, 2031.

ENVIRONMENTAL ANALYSIS

The proposed action does not constitute a project under the California Environmental Quality Act ("CEQA"), based on Section 15061(b)(3) of the CEQA Guidelines, as it can be seen with certainty that it will have no impact on the environment.

FISCAL IMPACT

The total cost of the proposed five-year Agreement with George Hills Company, Inc. is not to exceed \$215,420 for the period of October 1, 2026, through September 30, 2031.

Under the terms of the proposed agreement, annual fees are as follows:

- FY 2026-27: \$40,575
- FY 2027-28: \$41,790
- FY 2028-29: \$43,050
- FY 2029-30: \$44,335
- FY 2030-31: \$45,670

Sufficient funding for the first year of the Agreement has been included in the Fiscal Year 2026-27 Operating Budget. Funding for subsequent years will be incorporated into the annual operating budget, subject to City Council approval.

RECOMMENDATION

It is recommended that the City Council determine that this action does not constitute a project under the California Environmental Quality Act ("CEQA"); and approve, authorize, and direct the City Manager to execute a five-year Professional Services Agreement with George Hills Company, Inc. for third-party general liability claims administration services for the period of October 1, 2026, through September 30, 2031, in an amount not to exceed \$215,420.

Approved:



Dominic Lazzaretto
City Manager

Attachment: Proposed Professional Services Agreement

**AGREEMENT FOR LIABILITY CLAIMS ADMINISTRATION SERVICES
BETWEEN CALIFORNIA INSURANCE POOL AUTHORITY
ON BEHALF OF MEMBER AGENCIES
AND GEORGE HILLS COMPANY, INC.**

Article 1. GENERAL

This agreement is entered into effective October 1, 2026 by and between the California Insurance Pool Authority ("CIPA"), a California Public Joint Powers Authority, on behalf of the Cities of Arcadia, Brea, Buena Park, Cypress, Irvine, La Habra, Laguna Beach, Montclair, Orange, Tustin and Yorba Linda ("Member Agencies or Member Agency") and George Hills Company, Inc. ("Consultant").

In consideration of the mutual obligations hereby assumed, CIPA and Consultant (hereinafter referred to as a "Party" or collectively as the "Parties") agree to the following:

Article 2. SCOPE OF APPOINTMENT/RELATIONSHIP OF THE PARTIES

Consultant, its agents and employees are hereby appointed as CIPA and Member Agencies' agents and representatives in connection with the investigation, adjustment, processing, supervision and resolution of its liability claims, including general liability, employment practices liability, automobile liability claims and potential claims for money damages asserted by third parties against CIPA or any Member Agency for whom CIPA or Member Agency is alleged to be legally responsible, and agrees to provide all services set forth in this Agreement.

The relationship of Consultant to CIPA and Member Agencies established by this Agreement is that of independent contractors, and nothing contained in this Agreement shall be construed to establish an employer/employee relationship or to constitute the Parties as partners, joint ventures, co-owners, or otherwise as participants in a joint and common undertaking. Consultant, its agents and employees are representatives of CIPA and/or Member Agencies only for the purpose of administering the liability program claims as set forth in this Agreement, and they have no power or authority as agent, employee, or in any other capacity to represent, act for, bind or otherwise create or assume any obligation on behalf of CIPA and/or Member Agencies for any purpose whatsoever, except as specifically required to perform Consultant's obligations under this Agreement.

Article 3. DURATION

This Agreement applies to all work performed by Consultant which is described in Article 4, whether performed in anticipation of or following the execution of this Agreement. The initial term shall begin on October 1, 2026 at 12:01 a.m. and shall expire October 1, 2031 at 12:00 midnight. Subsequent annual terms from, October 1, to October 1, may be mutually agreed upon between the Parties.

The Agreement is subject to termination by either party at any time during the life of the Agreement upon sixty (60) days written notice. CIPA maintains the right to terminate this Agreement if CIPA determines that it is in the best interest to do so, in CIPA's sole discretion and with or without cause. When this Agreement is terminated, the Parties shall, as necessary, make an adjustment to the payment schedule in Article 11 to prorate fees through date of termination. Thereafter, Member Agencies shall pay Consultant moneys due and owing after such adjustment, if any, or Consultant shall refund moneys due and owing Member Agencies after such adjustment, if any. Adjustments due and owing shall be paid within thirty (30) days after termination of the Agreement.

Upon notice of termination of the Agreement, Consultant will fully cooperate with the new claims administrator, CIPA and Member Agencies in providing required information and service.

Article 4. WATCHLIST CLAIMS

CIPA shall identify and notify Consultant of claims that are designated to be watchlist claims. The criteria for designation of a watchlist claim includes the following:

- A. Claims that are reportable to CIPA, by a Member Agency, with total incurred reserves or potential payments, including defense costs that are 50% or more of a Member Agency's self-insured retention, or involving specified types of claims (as defined in its Memorandum of Coverage).
- B. Claims which CIPA designates to be assigned in accordance with the *Agreement for Litigation Management Services* between CIPA, on behalf of Member Agencies, and Consultant.

CIPA designated watchlist claims shall be assigned to a Litigation Manager in accordance with the *Agreement for Litigation Management Services* between CIPA, on behalf of Member Agencies, and Consultant.

The Litigation Manager shall administer and manage all watchlist claims as part of the scope of duties encompassed in this *Agreement* and the *Agreement for Litigation Management Services*.

Article 5. CLAIMS ADMINISTRATION SERVICES

Consultant shall provide Member Agencies with the following services related to claims:

- A. Manage claims in accordance with claims administration best practices and CIPA's Policies & Procedures including the *Minimum Performance Standards for Liability Claims Administration Policy*, as contained in Exhibit 1. Policy revisions adopted by CIPA's Board of Directors shall be automatically incorporated into this Agreement. Any such revisions will be reviewed with Consultant prior to adoption by CIPA.
- B. Monitor defense counsel in accordance with CIPA's *Liability Program Defense Counsel Policy*, as contained in Exhibit 2. Any such revisions will be reviewed with Consultant prior to adoption by CIPA.
- C. Attend mediations, mandatory and voluntary settlement conferences, arbitrations, trials, small claims and other proceedings at the request of Member Agencies.
- D. Attend Member Agency meetings as requested.
- E. Communicate with CIPA, Member Agencies, defense counsel and all other parties as required to effectively manage claims.
- F. Conduct training at the request of Member Agencies.
- G. Advise Member Agencies of any material information impacting claims or need for improvements in any matter related to this Agreement, including advice relating to changes and proposed changes in statutes, regulations and rules affecting Member Agencies' liability claims.
- H. Perform other general administrative functions and management oversight to provide for the services in this Agreement.
- I. Notify CIPA General Manager and the Litigation Manager of any claims with potential exposure to CIPA.

Article 6. STATISTICAL LOSS DATA

- A. In coordination with CIPA and/or Member Agencies, develop management reports that assist CIPA and/or Member Agencies and Consultant in effectively managing the

liability claims program. Standard reports will be provided within ten (10) days after the end of the month.

- B. IMetrics report will be provided to members at least semi-annually and as requested by Member Agencies.
- C. Loss reports shall be provided to actuaries, financial auditors and brokers as requested.
- D. CIPA and Member Agencies reserve the right to request additional reports required to manage the liability claims program.

Article 7. SELECTION OF PERSONNEL

CIPA and Member Agencies shall maintain final approval in the selection of staff assigned to CIPA's account and the right to request new staff if the service is unacceptable to CIPA and/or Member Agencies for any reason. Claims examiners assigned to the account must have a minimum of five years full-time experience as a liability claims examiner, unless waived by CIPA or Member Agencies.

Caseloads for claims examiners shall not exceed 175 claim occurrences, unless approved in writing by the Member Agency and/or CIPA. Administrator shall provide CIPA and Member Agency with an accounting of caseloads each June 30 and December 31. The accounting for each examiner shall include (1) the name or pseudo name of all assigned clients; and (2) the number of claim occurrences for each client. Each examiner shall sign acknowledgement of their claims count and provide to CIPA and Member Agency.

Article 8. CONFIDENTIALITY

Consultant shall treat information, reports and analyses obtained or developed pursuant to this Agreement as confidential. Prior written consent from CIPA shall be required before any information, in any format, is disclosed to any third party. Consultant shall produce, maintain and dispose of all such information reports and analyses in a manner to guarantee reasonable safeguards to such confidentiality.

Article 9. AUDITS

Consultant agrees to cooperate with CIPA in making all claim files and records available to CIPA for audit by CIPA or Member Agency's appointed representatives including auditors. Audits conducted onsite shall be done during normal office hours and CIPA and/or Member Agency's representatives, including auditors shall have reasonable access to the necessary portions of Consultant's facilities, files and records for review or audit purposes, so as not to interfere with Consultant's normal business.

Article 10. RIGHTS TO DATA

All claim files, paper and electronic, are and shall remain the property of CIPA and/or Member Agencies. CIPA and/or Member Agencies reserve the right to obtain original claim files, data discs, copies of reports and other documents applicable to CIPA and/or Member Agencies in the event this Agreement is terminated.

Upon termination of this Agreement, Consultant shall transfer all claims data to either CIPA or to a recipient designated by CIPA, within 90 days of termination. CIPA and Consultant may agree via a separate signed agreement to retain records and/or data for a longer period of time, but in the absence of such separate agreement, Consultant will remove all data received, held, used, or stored in relation to George Hill's performance pursuant to this Agreement, from its system after 90 days from termination. No documents shall be destroyed unless they have been scanned into the system. Original documents received after termination of this agreement shall be forwarded to the new claims administrator.

Article 11. DOCUMENTS/CORRESPONDENCE

Each Member Agency will designate documents/correspondence they require for their files and a timeframe for receipt of such documents/correspondence.

Article 12. FEE

The fee for this Agreement includes the claims count for all claims, including watchlist claims. CIPA may elect to transfer watchlist claims to another consultant. The fee for this Agreement will be mutually re-negotiated to reflect the reduced claims count if the watchlist claims are transferred to another consultant.

In addition to the scope of services described in Articles 5 and 6, mileage and the set-up of claims are included in the flat annual fee for all claims, including watchlist claims. The Fee also includes the following services for non-watchlist claims and no fees related to the services under this Agreement are chargeable to the *Agreement for Litigation Management Services* between CIPA, on behalf of Member Agencies, and Consultant.

1. Client calls/meetings
2. Member communication
3. File review
4. Reports
5. Internal training and direction
6. Litigation management
7. Audits
8. Supervision/oversight
9. Internal communication

A. Member Agency Fees

Member Agencies shall be responsible for the payment of all fees stated herein. The flat annual fee for each Member Agency is shown in the chart on the next page. Member Agencies shall pay the fees quarterly within 30 days of receipt of an invoice from Consultant.

Member	2026/2027	2027/2028	2028/2029	2028/2030	2030/2031
Arcadia	\$40,575.00	\$41,790.00	\$43,050.00	\$44,335.00	\$45,670.00
Brea	\$13,900.00	\$14,330.00	\$14,750.00	\$15,200.00	\$15,650.00
Buena Park	\$27,825.00	\$28,650.00	\$29,515.00	\$30,405.00	\$31,315.00
Cypress	\$16,225.00	\$16,715.00	\$17,220.00	\$17,735.00	\$18,270.00
Irvine	\$88,100.00	\$90,750.00	\$93,470.00	\$96,275.00	\$99,165.00
Laguna Beach	\$47,525.00	\$48,950.00	\$50,425.00	\$51,940.00	\$53,495.00
La Habra	\$24,350.00	\$25,075.00	\$25,825.00	\$26,605.00	\$27,400.00
Montclair	\$12,750.00	\$13,135.00	\$13,530.00	\$13,935.00	\$14,350.00
Orange	\$27,340.00	\$28,165.00	\$29,010.00	\$29,875.00	\$30,775.00
Tustin	\$37,100.00	\$38,210.00	\$39,355.00	\$40,535.00	\$41,750.00
Yorba Linda	\$5,800.00	\$5,970.00	\$6,150.00	\$6,335.00	\$6,525.00
Total	\$341,490.00	\$351,740.00	\$362,300.00	\$373,175.00	\$384,365.00

B. MMSEA Section 111 Mandatory Reporting

Medicare reporting in compliance with MMSEA Section 111 shall be a \$150 set-up fee per Member Agency and an annual fee of \$250.

C. Vendor Services

All services provided by outside providers/vendors shall be approved by CIPA or appropriate Member Agency and billed at Consultant's actual cost with no "mark-up".

D. Catastrophic Claim

If a claim involves more than ten claimants, the fee shall be mutually agreed upon between CIPA and/or the Member Agency and Consultant.

E. Client Trust Accounting

This service is available to any Member Agency for an additional fee. Currently, no Member Agencies use this service. Prior written approval from a Member Agency is required before fees are charged.

Article 13. ALLOCATED EXPENSES

Member Agencies agree to pay for the cost of all extraordinary investigative services where expert and professional assistance is required, such as professional photography, independent medical examinations, professional engineering services, and laboratory services. Consultant shall order such services only upon written authorization of the General Manager or Member Agency's designated representative. Such authority may be given orally where such services are urgently required. Allocated loss adjustment expenses may include the following:

- A. Fees to attorneys for claims in suit and for representation at hearings or pre-trial conferences
- B. All court costs, court fees and court expenses
- C. Fees for service of process
- D. Costs of undercover operative and detective services
- E. Costs for employing experts for the preparation of maps and professional photographs
- F. Accounting, chemical or physical analysis, diagrams and any other type of expert used in the preparation of litigation.
- G. Costs for independent medical examinations and bill review, evaluations for rehabilitation (vocational or physical), pre-certification activities, utilization reviews and other medical cost containment measures to determine the extent of the client's liability
- H. Costs of legal transcripts of testimony taken at coroner's inquests, criminal or civil proceedings, including court reporter fees
- I. Costs for copies of any public records and medical records
- J. Costs and expenses of subrogation when referred to outside attorneys
- K. Excess expenses incurred on salvaged vehicles, where costs exceed value
- L. Cost of automobile appraisals
- M. Costs associated with any necessary investigation, or in connection with attendance at mediations, settlement conferences, trials etc. which are performed 100 miles or more

from any Member Agency and more than 50 miles from any of Consultant's office locations. This will be subject to prior approval from Member Agency and actual expenses will be submitted with receipts on a monthly basis. Mileage is paid at the current IRS rate.

- N. Bank service fees, check stock printing costs, and any other related fees to any fund account utilized for the payment of claims for the client
- O. Filings with the Index Bureau, NATB, or PILR, or other regulatory filings
- P. Costs for certified mail, special delivery charges, or other extraordinary expenses when requested by the client or justified by circumstances beyond our control
- Q. Allocated expenses shall be billed at actual cost with no markup by Consultant, with the exception of Index Bureau Requests which will be billed at \$10 per request.

Article 14. INDEMNIFICATION

Consultant shall defend, indemnify and hold harmless CIPA and/or Member Agencies including its governing board, directors, officers, administrators, employees, and agents, from any and all claims, losses and liabilities against or incurred by CIPA and/or Member Agencies arising out of the actions, omissions to act or other conduct of Consultant, its agents, employees or subcontractors, in the performance of its duties under this Agreement or otherwise in connection with its activities pursuant to this Agreement. This includes, but is not limited to, any breach by Consultant of its duties or responsibilities under the Agreement, as well as any losses occasioned by a failure of Consultant to provide the services contracted for by CIPA pursuant to this Agreement. In addition, Consultant agrees to assume the defense, at Consultant's expense, using attorneys reasonably acceptable to CIPA and Member Agencies of any lawsuit or other proceeding which names CIPA and/or Member Agencies or its directors, officers, employees and agents as defendants arising out of the actions, omissions to act or other conduct of Consultant, its agents, employees or subcontractors, in the performance of its duties under this Agreement or otherwise in connection with its activities pursuant to this Agreement

Wherein Consultant is named in a filed or verified complaint simply by virtue of the fact it is the claims administration firm on a given claim, CIPA and/or Member Agencies will defend Consultant, at no cost to Consultant, provided that a joint defense can be provided by counsel representing CIPA and/or Member Agencies, and further provided that Consultant will reasonably cooperate with such defense.

Article 15. ARBITRATION

CIPA and Consultant agree that in the event of any dispute arising out of or relating to the provisions of this Agreement, the services rendered, the amount of George Hill's compensation, or any other matters, and the dispute cannot be settled through informal negotiation, the Parties agree first to try in good faith to settle the dispute by through non-binding mediation before resorting to arbitration.

The Parties agree that any and all disputes, claims or controversies arising out of or relating to this Agreement shall be submitted to JAMS, unless another agency is mutually agreed to in writing and selected by both Parties, for mediation. If the matter is not resolved through mediation, then it shall be submitted to JAMS, or its successor, or another agency is mutually agreed to in writing and selected by both parties for binding arbitration.

Either Party may commence mediation by providing to JAMS and the other Party a written request for mediation, setting forth the subject matter of the dispute, the position of the Party requesting mediation, and the relief requested. The Parties shall cooperate with JAMS and with one another in selecting a mediator from the JAMS panel of neutrals and in scheduling the mediation proceedings within forty-five days of the mediator's appointment, unless otherwise agreed in writing by the Parties. If the Parties are unable to agree informally on a mediator, JAMS shall provide a strike list of no fewer than ten neutrals qualified in the subject matter for the

Parties to strike three and rank the remaining neutrals in order of preference and return their strike lists only to JAMS by a date set by JAMS to do so. The neutral with the highest combined ranking shall be the neutral assigned as mediator. The Parties will share equally in JAMS and the mediator's fees and costs. All offers, promises, conduct and statements, whether oral or written, made in the course of the mediation by any of the Parties, their agents, employees, experts and attorneys, and by the mediator or any JAMS employees, are confidential, privileged and inadmissible for any purpose, including impeachment, in any arbitration or other proceeding involving the Parties, provided that evidence that is otherwise admissible or discoverable shall not be rendered inadmissible or non-discoverable as a result of its use in the mediation.

Either Party may initiate arbitration with respect to the matters submitted to mediation by filing a written demand for arbitration at any time following the initial completion of mediation session. Mediation or informal settlement efforts may continue after the commencement of arbitration but shall not be admissible in or disclosed by any Party in the arbitration unless both Parties agree and memorialize the proposed disclosure a signed writing. Any arbitration shall be conducted in accordance with the Expedited Procedures set forth in the JAMS' Comprehensive Arbitration Rules & Procedures in effect as of the execution of this Agreement, including Rules 16.1 and 16.2 of those Rules. The Parties shall attempt to mutually agree upon a single arbitrator or may, in their discretion, agree to three arbitrators and select those individuals. If unable to do so, there shall be one arbitrator and either Party may request a strike list from JAMS to select that arbitrator from in accordance with JAMS procedures. The arbitrator shall award to the prevailing Party, if any, the costs, litigation expenses and reasonable attorneys' fees reasonably incurred by the prevailing Party in connection with the arbitration, and the JAMS' fees and costs as well as those of the selected arbitrator paid by the prevailing Party.

The arbitration shall be governed by California law. In addition, the parties agree that any mediation and arbitration shall be conducted in the JAMS' offices in Orange County, California as the exclusive forum.

Article 16. INSURANCE REQUIREMENTS

Insurance requirements are contained in Exhibit 3 attached to and forming a part of this Agreement.

Article 17. LEGAL RESPONSIBILITIES

Consultant shall comply with all State and Federal laws, as well as all county and municipal ordinances and regulations which in any manner affect the performance of services pursuant to this Agreement, or persons employed by Consultant.

Consultant agrees that in the performance of the terms of this Agreement, no discrimination shall be made in the employment of persons because of race, ethnicity, ancestry, national origin, citizenship, religion, age, sex, including gender identification, sexual orientation or preference, pregnancy, preexisting medical condition, physical or mental disability or handicap or any other factor prohibited under applicable federal or state law.

Article 18. CONFLICT OF INTEREST

In the event a third-party claimant or a cross-complainant is also a client of Consultant and there is a dispute as to the third-party claimant or cross complainant's liability, Consultant shall immediately notify CIPA for directions on handling of the claim.

Consultant agrees to disclose to CIPA any potential conflicts of interest, including but not limited to other sources of income which could create a potential conflict.

Article 19. MMSEA REPORTING

All penalties assessed for failure to comply with reporting requirements under MMSEA Section 111 shall be paid, whether directly or through reimbursement, by the party responsible for the

assessment of the penalty. If either party disputes the liability for payment of the penalty, the Parties shall negotiate to resolve the dispute. If the dispute is not resolved within thirty (30) days after notice to both Parties of the penalty, then such dispute shall be submitted to arbitration for determination of the party responsible for the assessment and payment of the penalty. The provisions of this Article shall survive any termination of this Agreement.

Article 20. BUSINESS LICENSE.

Consultant shall maintain a business license for each Member Agency as required.

Article 21. ASSIGNMENT OF AGREEMENT

Consultant shall not assign, sublease, hypothecate, or transfer this Agreement or any interest therein directly, or indirectly, by operation of law or otherwise. Any attempt to do so shall be null and void, and any assignee, sublessee, hypothecate or transferee shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

Article 22. WAIVER

A waiver by CIPA of any breach of any term, covenant, or condition contained herein shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained herein whether of the same or a different character.

Article 23. ENTIRE AGREEMENT

This instrument contains the entire Agreement between the Parties relating to the rights herein granted and the obligations herein assumed. Any oral representations or modifications concerning this instrument shall be of no force or effect. Such representations or modification shall be made in writing.

Article 24. SEVERABILITY

If any provision of this Agreement is held by a competent court to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force and effect. The validity of this Agreement and of any of its terms and provisions shall be interpreted pursuant to the Laws of the State of California.

Article 25. MISCELLANEOUS

This Agreement shall be governed by, and construed in accordance with, the laws of the State of California. If any of the provisions of this Agreement shall be held by a court or other tribunal of competent jurisdiction to be unenforceable, the remaining portions of this Agreement shall remain in full force and effect.

Any modifications of this Agreement must be in writing and signed by both Parties.

Each Member of CIPA identified herein shall be a third-party beneficiary of this Agreement with the right to enforce the provisions of this Agreement against Consultant.

CIPA and Consultant intend to benefit the Member Agencies through the execution of this Agreement and agree that any Member Agency may enforce any obligation of Consultant set forth herein.

Article 26. NOTICES

All notices required or permitted hereunder shall be sent to the other party at the following addresses, or at such other address as may be provided in writing to the other party from time to time:

To Consultant: Agnes Hoeberling
Chief Client Officer
George Hills Company, Inc.
P.O. Box 120
Rocklin, CA 95677
AHoeberling@intercareins.com

To CIPA: Janet D. Kiser
General Manager
California Insurance Pool Authority
567 San Nicholas Drive
Suite 300
Newport Beach, CA 92660
jk@kiserco.com

In witness whereof the Parties hereto have signed this Agreement as of the date set forth in Article 1.

CIPA: California Insurance Pool Authority

CONSULTANT: George Hills Company, Inc.

Authorized Signature

Authorized Signature

Print Name

Print Name

Title

Title

Date

Date

CALIFORNIA INSURANCE POOL AUTHORITY

**MINIMUM PERFORMANCE STANDARDS FOR
LIABILITY CLAIMS ADMINISTRATION POLICY**

Member Agencies shall either incorporate these minimum performance standards into signed agreements with their claims administrator or obtain a signed acknowledgement from their claims administrator that they will comply with the Minimum Performance Standards established by California Insurance Pool Authority (CIPA). Copies of the agreements or signed acknowledgments shall be provided to CIPA. Claims will be audited for conformance with this Policy.

This Policy is divided into the following sections:

1. CASELOADS
2. COMMUNICATION
3. INVESTIGATIONS
4. FILE REVIEW & DOCUMENTATION
5. REPORTING
6. LITIGATION MANAGEMENT
7. CLAIM RESOLUTION AND SETTLEMENT AUTHORITY
8. PAYMENTS & RESERVES
9. EXCESS INSURANCE REPORTING
10. SUPERVISORY REVIEW
11. SUBROGATION
12. MEDICARE REPORTING

1. CASELOADS

- A. Caseloads for claims examiners shall not exceed 175 claims, unless approved in writing by the Member Agency and/or CIPA.
- B. Supervisory personnel shall not handle a caseload. Exceptions may be made for a small number of claims involving special issues.
- C. Administrator shall provide CIPA and Member Agency with an accounting of caseloads each June 30 and December 31. The accounting for each examiner shall include (1) the name or pseudo name of all assigned clients; and (2) the number of claims for each client. Each examiner shall sign acknowledgement of their claims count and provide to CIPA and Member Agency.

2. COMMUNICATION

- A. If claimant is not represented by an attorney, contact claimant within twenty-four (24) hours of receipt of a claim and maintain appropriate contact with them until the claim is

closed, unless otherwise directed by the Member Agency. If claimant not contacted, the reason shall be documented in file.

- B. Telephone calls will be returned within twenty-four (24) hours. If the staff member called is not available within this timeframe, another designated staff member will return the call.
- C. All written communications received shall be stamped with date of receipt.
- D. Respond to emails within forty-eight (48) hours, unless an immediate response is required. If staff member does not have the information being requested at the time they respond, the response should include a date by which they will provide the requested information.
- E. Claims Administrator shall respond to all other written communications within five (5) business days of receipt or sooner if an immediate response is required.

3. INVESTIGATIONS

- A. When required on non-litigated claims, statements from or interviews with claimant(s) and witnesses shall be taken within three (3) business days of receipt of a claim. Statements will be preserved by recording or taking hand-written signed statements and interviews shall be documented.
- B. Examiner shall take steps to ensure proper preservation of evidence.
- C. Further investigate claims where the initial review indicates that it is warranted. Further investigation may include, but not be limited to, on-site investigation, taking photographs, interviewing witnesses, taking signed or recorded statements, verifying damage or loss, taking measurements, or obtaining maps/diagrams, medical releases, police reports, vendor contracts, third-party contracts, insurance documents, internal operations investigations, paramedic reports, marine department reports, building permits, or other records as required. Initial investigations shall be completed within forty-five (45) calendar days of receipt. The efforts to complete the initial investigation and any further investigations shall be documented in the file, including any reason for delay.
- D. Within forty-five (45) calendar days, identify and document in the file all liability issues, including but not limited to immunities, comparative negligence, joint tortfeasors, and joint and several liability
- E. Within forty-five (45) calendar days, identify and document in the file all damages, including property damage, nature and extent of injuries, medical costs, lost wages, and non-economic damages. The efforts to complete shall be documented in the file, including any reason for delay.
- F. Evaluate need to utilize experts and obtain approval from Member Agency, and CIPA if indicated.
- G. Within fifteen (15) calendar days of receipt of claim, report bodily injury cases to the Index Bureau and re-index as needed. If not reported, the reason shall be documented in file.
- H. Within three (3) business days of receipt of a claim, arrange for appraisal of damaged property when indicated. If appraisal not obtained, the reason shall be documented in file.
- I. Investigative assignments to outside vendors will only be made with approval from Member Agency, and CIPA if indicated

- J. All notices, including claim insufficiency, late claims, rejections, etc., shall be done in accordance with the relevant Governmental Code provisions.

4. FILE REVIEW & DOCUMENTATION

- A. Claims will be initially reviewed and entered in the computer system within twenty-four (24) hours of receipt.
- B. Calendar all files at appropriate intervals and no less frequently than every sixty (60) calendar days to allow for timely completion of required activity. Rejected claims shall be diaried every ninety (90) days or as directed by Member Agency.
- C. All activity, including phone calls, correspondence and the rationale for decisions shall be clearly and concisely documented in the files.
- D. All correspondence shall be contained in the file.
- E. Notes and activities entered in the computer system must be dated and identify who completed the entry.
- F. File notes shall not be copied from prior entries without reviewing for relevance and accuracy.
- G. An active case strategy shall be documented in the file until closure.
- H. Maintain accurate and complete records of all payments.
- I. Provide Member Agency and CIPA with copies of file correspondence and documentation as requested.
- J. All files shall be reviewed for closure and closed within seven (7) calendar days from date all issues have been resolved.

5. REPORTING

- A. Provide first status report within thirty (30) calendar days of receipt of claim to Member Agency. Send report to CIPA General Manager when claim meets designated criteria.
- B. Subsequent status reports shall be provided no less than every ninety (90) calendar days. Status reports shall focus on changes in liability analysis, damages, and reserves.
- C. Provide Member Agency and CIPA, if applicable, with a status report outlining the facts of the case, results of investigations, primary issues, requested action and any related documentation within fourteen (14) calendar days of receipt of lawsuit.
- D. Provide clear and concise narrative reports when recommending rejection or settlement of a claim, when claim is going to trial, or when other significant events occur.
- E. CIPA shall be provided with closing documents and an accounting of the final paid amounts within fifteen (15) calendar days from the day the final defense bill is paid on claims involving CIPA funds.

6. LITIGATION MANAGEMENT

- A. Forward Litigation Acknowledgement Form to defense attorneys when case assigned (do not wait until lawsuit filed). The claims administrator shall follow-up no less than every five (5) business days for receipt of Litigation Acknowledgement Form, as expenses

incurred prior to receipt do not count toward a Member Agency's self-insured retention (SIR).

- B. If the billed amount of attorney's fees and costs exceed seventy-five (75) percent of the total budget, then Consultant shall request an updated budget.
- C. Defense attorneys shall copy CIPA on all correspondence related to reportable claims. Consultant shall immediately notify the defense attorney if CIPA is not copied on any correspondence.
- D. Assist trial attorney in preparation of litigation and negotiation of settlements at request of Member Agency and/or CIPA and provide trial attorney with all necessary documentation.
- E. Assist trial attorney in answering interrogatories.
- F. Attend mediations, mandatory and voluntary settlement conferences, and arbitrations as requested.
- G. Assist Member Agency's designated representative in small claims actions.
- H. Monitor performance of vendors for appropriateness of work and cost effectiveness. Any deficiencies should be reported to Member Agency and, if applicable, to CIPA.
- I. Claims Administrator is responsible for monitoring compliance with the Liability Program Defense Counsel Policy. The Member Agency and CIPA, if applicable, shall be copied on follow-up requests to defense attorneys when out of compliance. All claims administrators are responsible for being fully knowledgeable of requirements in the Liability Program Defense Counsel Policy.

7. CLAIM RESOLUTION AND SETTLEMENT AUTHORITY

- A. Process any claim or potential claim for settlement in accordance with instructions and policies of Member Agency and in accordance with the California Government Code.
- B. Obtain a fully executed release on all settlements and dismissals.
- C. All settlement offers requiring any payment or potential payment from CIPA must be approved in writing in advance by CIPA. Neither the examiner nor legal counsel shall make any recommendations or commitments to injured employees or their legal counsel for settlements that involve or potentially involve CIPA funds without CIPA's prior approval.
- D. Proof of settlement authorization from the Member Agency and CIPA, if applicable, shall be maintained in the file.

8. PAYMENTS & RESERVES

- A. Review and process payments within authority level within twenty (20) calendar days of receipt.
- B. Each claim shall be reserved at the most probable outcome and evaluated based on the merits of the claim. This includes but is not limited to damages, past and future medical expenses, loss of income, pain and suffering, plaintiff's attorney fees, defense costs, comparative negligence, facts of loss, defense counsel evaluations, and jury verdicts. The file shall document the rationale for the reserves.

- C. At all times, reserves shall reflect the current information in the file and reserves shall be reviewed for adequacy at each diary review and no less frequently than every ninety (90) calendar days and the file shall document this required review of reserves.
- D. Review proposed reserve changes with CIPA General Manager prior to making changes on any claims with potential exposure to CIPA.

9. EXCESS INSURANCE REPORTING

- A. Claims administrator shall report to the reinsurance/excess insurance carrier(s), including CIPA, in accordance with reporting requirements established by CIPA and each insurance carrier above CIPA.
- B. Quarterly reporting shall be in a format prescribed by CIPA, as may be modified from time to time.
- C. As defined by CIPA's Memorandum of Coverage, all claims with reserves or potential payments, including defense costs that are 50% or more of a Member Agency's SIR, or involving any of the following, shall be considered "excess claims" and reported in writing to the General Manager of CIPA within two (2) business days after receipt by claims administrator.
 - 1) Paralysis – Paraplegia, Quadriplegia
 - 2) Loss of eye(s) or limb(s)
 - 3) Spinal cord or brain injury
 - 4) Sensory organ or nerve injury, or neurological deficit
 - 5) Serious burns
 - 6) Substantial disability or disfigurement
 - 7) Death
 - 8) Amputation or loss of use of a major extremity
 - 9) Rape, sexual abuse offense/molestation of any individual
 - 10) Any disability where it appears reasonably likely that there will be disability that lasts for more than one year
 - 11) Class Action
 - 12) Employment Practices Liability claims regardless of claim reserves

10. SUPERVISORY REVIEW

- A. Supervisors shall review claims no less frequently than every 120 calendar days. The supervisor shall document the scope of the review and include any recommendations.

11. SUBROGATION

- A. Subrogation possibilities will be identified within five (5) business days after a claim is opened, or within five (5) business days after information is available that subrogation may exist. The claim file shall document subrogation possibilities and all action related to pursuing.

- B. The party responsible for the injury shall be notified of the Member Agency's or CIPA's right to subrogation within fourteen (14) calendar days after the identity of the responsible party is known by claims administrator.
- C. Contact with the responsible party and/or insurer to provide notification of the amount of estimated recovery shall be made at least every sixty (60) calendar days or sooner if costs escalate.
- D. Member Agency's approval is required to waive pursuit of subrogation or agree to a settlement of a third-party recovery. This approval shall be documented in the claim file.
- E. CIPA's approval is required to waive pursuit of subrogation or agree to a third-party settlement if there is potential for the claim to exceed the Member Agency's SIR.

12. MEDICARE REPORTING

- A. Claims Administrator shall report all claims in compliance with Medicare, Medicaid, and SCHIP Extension Act (MMSEA) Section 111 Mandatory reporting.
- B. Medicare eligibility shall be documented in the file no later than at the time the file is evaluated for settlement.

Amended and Approved by the Board of Directors on June 29, 2020

Repeals April 10, 2018 Minimum Claims Performance Standards for Third Party Liability Claims Administration Policy

CALIFORNIA INSURANCE POOL AUTHORITY
LIABILITY PROGRAM DEFENSE COUNSEL POLICY

INTENT

The Board of Directors of California Insurance Pool Authority (the “**Authority**”) adopted the Liability Program Defense Counsel Policy (the “**Policy**”) by resolution on April 30, 2018.

The Policy is intended as a tool for both Member Agencies and the Authority to equitably manage and control expenses and shall apply to all defense counsel defending a claim brought against a Member Agency, regardless of whether there is any exposure to the Authority. The Authority will not reimburse a Member Agency for any defense costs incurred that are not in conformance with this Policy.

Defense counsel shall review, acknowledge, and comply with the terms of this Policy, which is divided into the following sections:

INTENT

LITIGATION MANAGER

GENERAL MANAGER

DEFENSE COUNSEL ACKNOWLEDGEMENT

REPORTING REQUIREMENTS

BILLING LEGAL EXPENSES

- A. BILLING PROCEDURES
- B. TRAVEL EXPENSES
- C. STAFFING
- D. RESEARCH
- E. BILLABLE EXPENSES
- F. OVERHEAD EXPENSES NOT BILLABLE
- G. EXCEPTIONS

LITIGATION MANAGER

The third-party adjuster for each Member Agency shall be referred to herein, individually, and collectively, as the “**Litigation Manager**.” The Litigation Manager is responsible for monitoring compliance with this Policy.

The Authority has contracted with its own third-party administrator, who acts as the Litigation Manager on behalf of the Authority, to handle claims with potential exposure to the Authority. Defense counsel shall copy the Authority’s Litigation Manager and General Manager on all

correspondence and status reports. The Authority's Litigation Manager is responsible for providing direction on all claims identified as having potential exposure to the Authority.

GENERAL MANAGER

The General Manager of the Authority is directed to require adherence to the Policy for all counsel retained by a Member Agency and appointed by the Authority for the defense of a covered claim that is identified as reportable to the Authority. As used herein, "**Reportable Claim**" means any claim reportable to the Authority pursuant to the Excess Liability Program Claims Handling Policy.

DEFENSE COUNSEL ACKNOWLEDGEMENT

Prior to commencing work on a claim, written acknowledgement and acceptance of the Policy shall be required of any law firm, or in-house counsel, retained by a Member Agency or the Authority. The Litigation Manager will provide defense counsel with the acknowledgement form for signature. A copy of the signed acknowledgement shall be sent to the General Manager for all Reportable Claims.

REPORTING REQUIREMENTS

Defense counsel shall provide the following written status reports to the Litigation Manager, Member Agency, and General Manager (if a Reportable Claim):

- A. Within 45 days of defense counsel's receipt of a claim, a report that summarizes the legal issues presented, a litigation budget, an evaluation of liability, and the potential for settlement or other resolution, in the form reasonably requested by the Litigation Manager.
- B. Every 90 days ("**Quarterly Reports**") and whenever there are significant developments in the case, a report that sets forth counsel's analysis of the case, and a revised budget, if necessary. With respect to the Quarterly Reports, defense counsel shall only include a short summary of the pertinent facts and any new developments since the last report. It is not necessary to repeat information previously reported. An informal email report is encouraged for Quarterly Reports with minimal case developments since the prior report.
- C. At least 30 days prior to any settlement conference, arbitration, mediation or trial, a report that outlines the posture of the case, pros and cons of proceeding, probability of an adverse result, and likely range of the award or verdict. Any requests for settlement authority shall also be included in this report.
- D. Within 20 days after trial or settlement, provide an evaluation of the case, including prospects for appeal.

Defense counsel shall promptly send copies of all pleadings, motions, settlement offers, and other relevant legal documents and correspondence to the Litigation Manager, Member Agency, and General Manager (if a Reportable Claim). Additionally, defense counsel shall obtain the advance approval of the Litigation Manager prior to scheduling depositions, retaining experts, hiring outside investigators, and any other activities in accordance with the Policy.

Prior to settling any claim or lawsuit or making a settlement offer in any amount, defense counsel shall obtain the advance approval of the Litigation Manager and Member Agency. If the settlement amount plus defense costs exceeds a Member Agency's self-insured retention, then defense counsel shall also seek settlement authority from the General Manager.

Defense counsel may be notified that excess insurance or reinsurance, above the Authority, needs to be included on all status reports and correspondence. If so, defense counsel shall include all required parties.

BILLING LEGAL EXPENSES

Billing of legal expenses shall include a full description of services provided, along with a clear explanation of the purpose of the work performed. No expenses considered to be overhead will be charged. Reasonable expenses will be reimbursed with proper documentation.

A. BILLING PROCEDURES

1. **Frequency of billing:** A complete, detailed statement for services rendered shall be submitted monthly. If an invoice balance is less than \$500 (other than a final invoice), counsel should skip the invoice cycle, and include the amount in the next regularly scheduled legal invoice. However, if that next invoice would still be in an amount under \$500, counsel may submit that amount for payment.
2. **Billing increment:** The minimum billing increment is .10 of an hour.
3. **Billing information:** All bills shall contain the following information:
 - a. Case name
 - b. Claim number
 - c. Dates of service
 - d. Full description of services
 - e. Attorney or other person providing services
 - f. Billing rate for each person providing service
 - g. Actual time spent by each person on each activity
 - h. Itemized list of disbursements and totals
 - i. Total fees and expenses on current invoice
 - j. Cumulative costs since inception
 - k. Amounts paid to date and current outstanding balance
4. **Description of work performed:** Each legal activity must be clearly defined. Vague descriptions of services which do not describe the precise nature of the work performed will not be paid. Vague descriptions include, but are not limited to, the following:
 - a. Research
 - b. Strategy
 - c. Analysis
 - d. Discovery
 - e. Conference
 - f. Preparation
 - g. Review

Examples of detailed descriptions include, but are not limited to, the following:

- a. The identity of participant(s), what was discussed and purpose (telephone calls, correspondence, meetings)
- b. The purpose of a court hearing/conference, and name(s) of attendees
- c. The identity of each deponent/interviewee
- d. The purpose of extensive review of transcripts (deposition or trial)
- e. The specific issue researched
- f. The specific non-deposition discovery worked on and the nature of the work performed

- g. The specific trial preparation performed
 - h. The specific motion worked on and the nature of the work performed
 - i. The identity of material/documents reviewed
5. **Block billing:** Multiple activities lumped together will not be paid. Each activity must be shown and charged for separately. Time entries should be grouped only where activity takes less than one tenth of an hour, and grouping is necessary to avoid minimum increment billing.
 6. **Value billing or task specific flat charges:** No minimum time amounts should be allocated to any task. All task entries should reflect the actual amount of time spent performing such tasks.
 7. **Excessive time:** All motions exceeding eight hours require advance written approval. The Litigation Manager must be contacted before proceeding with demurrers, motions for summary judgement, and any other motions for which significant research and preparation time will be required, or which can seriously impact the direction of a case. The time to summarize discovery and depositions and prepare correspondence must also be reasonable when compared to the content and purpose. Deposition summaries shall include a concise analysis of the credibility of the witness and evaluation of the impact of critical deposition testimony but shall be no longer than three pages in length.
 8. **Quarterly Reports:** No more than one and a-half hours per case for this summary should be billed without advance written approval.
 9. **Apportioning time:** When work is performed on multiple matters in addition to the case being billed, only that portion of actual time spent on the matter should be billed. Such situations often arise during delays at court appearances, and other situations where delays are unavoidable.
 10. **Reimbursement of cost items:** Expenses under \$1,000 will be paid by the law firm and included in the monthly billings for reimbursement. Written approval for deposition, experts, and outside investigators must be obtained in advance. Actual receipts for expenses over \$25 must accompany the request for reimbursement. Reasonable costs will be reimbursed at the actual cost, with no markup. Each expense must be itemized to determine the exact nature, purpose, and necessity of expense.
 11. **Preparation of invoices:** Preparation of invoices, review by attorney, and negotiation of billing questions are considered overhead and shall not be charged separately.
 12. **Review of Invoices:** Counsel shall review all invoices before they are finalized. No invoices shall be increased without documentation and justification.
 13. **Interest charges:** Undisputed invoices in the required format will be promptly processed. Interest will not be paid for any late payment of fees or disbursements.
 14. **Rate increase:** Rate increases will only be paid with advance written approval.
 15. **Submission of Invoice:** All invoices shall be submitted to the Litigation Manager for review and processing. Thereafter, the Litigation Manager will either directly pay the invoice or distribute the invoice to the Member Agency for payment.

16. **Final Invoice:** The last legal invoice submitted to the Litigation Manager on a resolved matter shall be marked "FINAL INVOICE." Upon receipt of this invoice, the Litigation Manager will close the file.

B. TRAVEL EXPENSES

1. **Travel time:** Travel time by automobile will be compensated at the full hourly rate when work cannot be performed. Travel time by airplane will be compensated at one-half the hourly rate, however, when work is performed on our behalf on the airplane, travel time will be reimbursed at the full hourly rate. No billing shall occur during time working for other clients.
2. **Out of town travel:** Out of town travel must be approved in advance. Each expense must be separately identified with the amount and date incurred, and receipts for all items over \$10 must be provided. Travel expenses must be apportioned between all clients, based on time billed to each client. The following items will be reimbursed:
 - a. **Airfare:** Coach or economy rate will be paid. Airline vouchers must be submitted for reimbursement.
 - b. **Hotels:** Moderately priced hotels will be reimbursed, and if available, hotels providing discounts should be requested.
 - c. **Meals:** Charges must be reasonable
 - d. **Rental Cars:** Intermediate class cars will be reimbursed. Rental cars must be refueled prior to returning to the rental agency. Insurance coverage is not payable.
 - e. **Personal Items:** Toiletries, laundry service, in-room movies and other personal services will not be paid.

C. STAFFING

1. **Attorney assignment:** With the approval of the Litigation Manager, the lead counsel within the firm who will be accountable for the conduct of the engagement and directly involved in the representation should be designated. In general, the Authority maintains a "one lawyer-one file" policy. However, the Authority realizes that on more sophisticated exposures there may be circumstances where "one lawyer-one file" is not a sufficient response. Pre-approved, qualified partners, associates and paralegals with relevant experience may be used when the goals of the case management plan necessarily require the use of additional professional resources. However, the use of additional professional legal resources must be approved in advance in writing by the Litigation Manager, preferably when the initial case strategy is formulated. The work of others on the case that are not on the "team" shall not be billed without prior approval by the Litigation Manager. Billing rates shall be agreed to in advance for each attorney on the team. Assignments will be made to attorneys with the appropriate level of expertise. Requests not to assign a specific attorney will be honored.
2. **Attorney billable hours:** Only those tasks performed by an attorney will be billed at attorney rates. All work will be performed at the appropriate level. Improper staffing assignments are not payable.
3. **Multiple staff:** More than one attorney will not be paid for doing any task, including appearances at court, depositions, trials, and reviewing and analyzing

documentation and legal research. Exceptions must be approved in advance in writing.

4. **Internal conferencing:** Time for internal conferences, emails, telephone calls or other communications among members of the team or support staff will not be paid, unless approved in advance.
5. **Change in attorney assignment:** If changes are made to the attorneys on the team, the time required for new attorneys to become familiar with a matter due to the reassignment of work will not be paid, unless the change is at our request.
6. **Paralegal:** Paralegals should be used for those aspects of a lawsuit, such as page/line deposition summaries and medical records summaries, which do not have to be performed by an attorney. Assignment to a paralegal should not result in duplicative reworking by an attorney. Paralegals will not be paid for performing clerical work.
7. **Appropriate Staffing:** Clerical work performed by fee generating personnel or paralegal work performed by attorneys will not be paid.

D. RESEARCH

1. **Routine research:** Routine or elementary legal research, including issues considered to be common knowledge among reasonably experienced counsel, will not be paid.
2. **Updating work product:** Prior research completed for other matters or files will not be paid. Only that portion of the actual time spent on research that updates the work product will be paid.
3. **Authorization of research:** Research more than five hours must be approved in advance.
4. **LEXIS/WESTLAW or other on-line services:** Only the actual cost of computerized legal research will be paid.

E. BILLABLE EXPENSES

1. **Photocopying:** Reimbursement will be at actual cost not to exceed 10 cents per page. Discretion should be used in the number of photocopies made. An outside copy service should be used whenever cost-effective. Substantial copying projects should be competitively bid. Bills must provide the number of copies, per page rate and total amount.
2. **Certified/Registered mail:** Charges will be billed at actual cost and should be used with discretion.
3. **Long Distance Telephone:** The actual cost of long-distance calls will be paid. Local calls will not be reimbursed.

F. OVERHEAD EXPENSES NOT BILLABLE

The following are examples of expenses that are considered overhead and included in the attorney's hourly billing rates. A separate charge for these items is not billable:

1. **Non-attorney/Non-paralegal staff:** Work performed by support staff, including administrative staff, library staff and file clerks. Exceptions must be authorized in advance.

2. **Clerical work:** All clerical work, including clerical work performed by fee generating personnel.
3. **Word Processing**
4. **Preparation of bill:** Preparation, review and resolving billing questions.
5. **Internal delivery/courier:** All correspondence should be delivered electronically, unless directed otherwise by a Member Agency. Exceptions must be approved in advance and less costly than outside services.
6. **Summer Associates/Summer Interns**
7. **Trial preparation when trial is not imminent**
8. **Page/line summaries of depositions:** With prior approval, summaries will only be paid if trial or use is imminent.
9. **Correcting work:** Proofreading, editing, and correcting substandard work product.
10. **Organizing files**
11. **Opening files:** The administrative process involved with opening or closing files.
12. **Training and education**
13. **Staff supervision**
14. **Document stamping**
15. **Arranging travel accommodations**
16. **Staff overtime charges**
17. **Local telephone charges**
18. **Ordinary postage**
19. **Publications and books**
20. **Office supplies**
21. **Software**
22. **Rental equipment**
23. **Conference rooms**
24. **Refreshments and entertainment**

G. EXCEPTIONS

Any exceptions to this Policy must be approved in advance in writing by the Litigation Manager. Member Agencies may also have additional requirements that will be attached to this Policy.

Amended and Approved by the Board of Directors on June 29, 2020

Repeals April 30, 2018 Liability Program Defense Counsel Policy.

CALIFORNIA INSURANCE POOL AUTHORITY

INSURANCE REQUIREMENTS

CIPA reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances. If the existing policies do not meet the insurance requirements set forth herein, Consultant agrees to amend, supplement or endorse the policies to do so.

Without limiting the indemnity provisions of this Agreement, Consultant shall procure and maintain in full force and effect during the term of this Agreement, the following policies of insurance.

1. Minimum Scope and Limit of Insurance

Coverage shall be at least as broad as:

- A. **Commercial General Liability (CGL)** which affords coverage at least as broad as Insurance Services Office "occurrence" form CA 00 01, including products and completed operations, property damage, bodily injury, and personal & advertising injury with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
- B. **Automobile Liability** with coverage at least as broad as Insurance Services Office Form CA 00 01 covering "Any Auto" (Code 1) or if no owned autos, coverage for hired autos (Code 8) and non-owned autos (Code 9) with limit no less than \$1,000,000 each accident for bodily injury and property damage.
- C. **Workers' Compensation** as required by the State of California with statutory limits, and Employer's Liability Insurance with a limit of not less than \$1,000,000 per accident for bodily injury and each employee for disease.
- D. **Professional Liability** with limit of not less than \$2,000,000 each claim and \$3,000,000 aggregate. Covered professional services shall specifically include all work to be performed under the Agreement and delete any exclusion that may potentially delete coverage for the work to be performed.
- E. **Cyber Privacy Liability** in an amount not less than \$2,000,000 per claim and annual aggregate, covering (1) all acts, errors, omissions, negligence, infringement of intellectual property; (2) network security and privacy risks, including but not limited to unauthorized access, failure of security, breach of privacy perils, wrongful disclosure, collection, or negligence in the handling of confidential information, privacy perils, including coverage for related regulatory defense and penalties; (3) data breach expenses payable whether incurred by CIPA, Member Agencies or Consultant, including but not limited to consumer notification, whether or not required by law, computer forensic investigations, public relations and crisis management firm fees, credit file or identity monitoring or remediation services in the performance of services for City or on behalf of City hereunder.

The policy shall contain an affirmative coverage grant for bodily injury and property damage emanating from the failure of the technology services or an error or omission in the content/information provided.

If a sub-limit applies to any elements of coverage, the certificate of insurance evidencing the coverage above must specify the coverage section and the amount of the sub-limit.

- F. **Crime Bond** in amount not less than \$2,000,000 to include at a minimum employee theft, forgery or alteration, computer fraud and funds transfer fraud.

2. **Endorsements**

Insurance policies shall not comply if they include any limiting provision or endorsement. The insurance policies shall contain, or be endorsed to contain, the following provisions:

A. **Commercial General Liability**

- (1) **Additional Insured:** California Insurance Pool Authority and Member Agencies, elected officials, officers, employees, volunteers, boards, agents and representatives shall be additional insureds with regard to liability and defense of suits or claims arising out of the work or operations performed by or on behalf of Consultant including materials, parts or equipment furnished in connection with such work or operations.

Additional Insured Endorsements shall not:

- a. Exclude "Contractual Liability"
- b. Be limited to "Ongoing Operations"
- c. Restrict coverage to the "sole" liability of Consultant
- d. Exclude "Third-Party-Over Actions"
- e. Contain any other exclusion contrary to the Agreement

Additional Insured Endorsements shall be at least as broad as ISO Form(s) CG 20 10 11 85; or CG 20 10 and CG 20 37.

- (2) **Primary Insurance:** This insurance shall be primary and any other insurance whether primary, excess, umbrella or contingent insurance, including deductible, or self-insurance available to the insureds added by endorsement shall be in excess of and shall not contribute with this insurance. Coverage shall be at least as broad as ISO CG 20 01 04 13.

B. **Auto Liability**

- (1) **Additional Insured:** California Insurance Pool Authority and Member Agencies, elected officials, officers, employees, volunteers, boards, agents and representatives shall be additional insureds with regard to liability and defense of suits or claims arising out of the work or operations performed by or on behalf of Consultant.
- (2) **Primary Insurance:** This insurance shall be primary and any other insurance whether primary, excess, umbrella or contingent insurance, including deductible, or self-insurance available to the insureds added by endorsement shall be in excess of and shall not contribute with this insurance.

C. **Workers' Compensation**

- (1) **Waiver of Subrogation:** A waiver of subrogation stating that the insurer waives all rights of subrogation against the indemnified parties.

3. Insurance Obligations

The insurance obligations under this Agreement shall be: (1) all the insurance coverage and/or limits carried by or available to Consultant; or (2) the minimum insurance coverage requirements and/or limits shown in this Agreement; whichever is greater. Any insurance proceeds more than or broader than the minimum required coverage and/or minimum required limits, which are applicable to a given loss, shall be available to CIPA and Member Agencies. No representation is made that the minimum insurance requirements of this Agreement are sufficient to cover the obligations of Consultant under this Agreement.

4. Notice of Cancellation

Required insurance policies shall not be cancelled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon CIPA, except ten (10) days shall be allowed for non-payment of premium.

5. Waiver of Subrogation

Required insurance coverages shall not prohibit Consultant from waiving the right of subrogation prior to a loss. Consultant shall waive all rights of subrogation against the indemnified parties and policies shall contain or be endorsed to contain such a provision. This provision applies regardless of whether CIPA has received a waiver of subrogation endorsement from the insurer.

6. Evidence of Insurance

All policies, endorsements, certificates, and/or binders shall be subject to approval by the CIPA as to form and content. These requirements are subject to amendment or waiver only if so, approved in writing by the CIPA. CIPA reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15) days prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the CIPA. If such coverage is cancelled or reduced, Consultant shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with CIPA evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

7. Deductible or Self-Insured Retention

Any deductible or self-insured retention must be approved in writing by CIPA and shall protect the indemnified parties in the same manner and to the same extent as they would have been protected had the policy or policies not containing a deductible or self-insured retention. CIPA may require Consultant to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either Consultant, CIPA or Member Agency.

8. Contractual Liability

The coverage provided shall apply to the obligations assumed by Consultant under the indemnity provisions of this Agreement.

9. Failure to Maintain Coverage

Consultant agrees to suspend and cease all operations hereunder during such period as the required insurance coverage is not in effect and evidence of insurance has not been furnished to CIPA. CIPA shall have the right to withhold any payment due until Consultant has fully complied with the insurance provisions of this Agreement.

If Consultant's operations are suspended for failure to maintain required insurance coverage, Consultant shall not be entitled to an extension of time for completion of the work because of production lost during suspension.

10. Acceptability of Insurers

Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and authorized to do business in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law. Any other rating must be approved in writing by CIPA.

11. Claims Made Policies

If coverage is written on a claims-made basis, the retroactive date on such insurance and all subsequent insurance shall coincide or precede the effective date of the initial Consultant's Agreement with CIPA and continuous coverage shall be maintained, or an extended reporting period shall be exercised for a period of at least five (5) years from termination or expiration of this Agreement.

12. Excess Umbrella Liability Policies

If any excess or umbrella liability policies are used to meet the limits of liability required by this Agreement, then said policies shall be "following form" of the underlying policy coverage, terms, conditions, and provisions and shall meet all the insurance requirements stated in this Agreement, including, but not limited to the additional insured, primary & non-contributory and waiver of subrogation insurance requirements stated herein. No insurance policies or self-insurance maintained by the City, whether primary, reinsurance or excess, and which also apply to a loss covered hereunder, shall be called upon to contribute to a loss until Consultant's primary and excess/umbrella liability policies are exhausted.

13. Insurance for Subcontractors

No subcontractors shall be used unless authorized by CIPA. If authorized, Consultant shall be responsible for causing Subcontractors to purchase the same types and limits of insurance in compliance with the terms of this Agreement, including adding CIPA and Member Agencies as Additional Insureds, providing Primary and Non-Contributory coverage and Waiver of Subrogation to the Subcontractor's policies. The Commercial General Liability Additional Insured Endorsement shall be on a form at least as broad as CG 20 38 04 13.



PUBLIC WORKS SERVICES DEPARTMENT

DATE: September 15, 2026

TO: Honorable Mayor and City Council

FROM: Paul Cranmer, Assistant City Manager/Public Works Services Director
By: Leonel Martin, Public Works Project Manager

SUBJECT: CONTRACT WITH MDJ MANAGEMENT, LLC FOR THE LIBRARY PAINTING
AND CARPET REPLACEMENT PROJECT IN THE AMOUNT OF \$309,724.28,
WITH A 10% CONTINGENCY
CEQA: Exempt
Recommendation: Approve

SUMMARY

The City's adopted Capital Improvement Plan includes a total of \$440,000 for the replacement of the interior paint and carpet at the Arcadia Public Library. Repainting the facility and replacing the carpeting will maintain the building's appearance, protect interior surfaces, and support the continued operation of the facility.

Sourcewell, a nationally recognized cooperative purchasing program, was utilized to procure the required paint materials and painting services. The use of a cooperative purchasing contract provides a competitive and efficient procurement method that is consistent with the City's purchasing policies and allows the City to obtain favorable pricing.

It is recommended that the City Council approve a contract with MDJ Management, LLC, for the Library Painting and Carpet Replacement Project in the amount of \$309,724.28, authorize a 10% contingency for unforeseen conditions, and direct the City Manager to execute the contract and any related documents necessary to complete the project.

BACKGROUND

The Public Works Services Department ("PWSD") is responsible for the maintenance and repair of all City facilities. The interior of the Arcadia Public Library has not undergone comprehensive repainting or carpet replacement in many years and is due for refurbishment. Due to the Library's heavy use by patrons and students, the interior walls have accumulated scuffs, dents, scratches, discoloration, and other signs of wear and tear, resulting in a diminished appearance. The existing carpet has also deteriorated and shows stains, odors, and areas of lifting.

Funding for the project was included in the Fiscal Year ("FY") 2024-25 and FY 2025-26 Capital Improvement Program ("CIP") budgets. The project will include replacement of the existing carpet and repainting the interior of the Library. These improvements will enhance the facility's appearance, preserve City assets, and maintain a clean, professional, and welcoming environment for employees and the public.

DISCUSSION

As part of the project, the Cay Mortenson Auditorium, conference room, staff offices, and public areas of the Arcadia Public Library will be repainted, and new carpet will be installed throughout the facility. Replacing the existing carpet will address odors, improve the overall appearance of the Library, and eliminate potential tripping hazards caused by lifted carpet tiles. The new carpet will be selected to closely match the existing carpet to maintain a consistent appearance throughout the facility.

The interior painting scope includes surface preparation, back-rolling, application of primer, and two finish coats of paint. The colors will be updated to provide a more current look and feel. All office furniture, equipment, and adjacent furnishings will be covered with protective plastic sheeting throughout the duration of the work. Addressing these cosmetic and maintenance deficiencies will help prevent further deterioration, preserve the facility, and enhance its overall appearance.

To procure the required services, pricing was obtained from Sourcewell, a cooperative purchasing program that enables public agencies to obtain competitively procured goods and services in a cost-effective and efficient manner. California Government Code authorizes public agencies to participate in cooperative purchasing agreements, including those established through Sourcewell, in

accordance with their adopted purchasing policies and procedures. Sourcewell competitively awarded an indefinite delivery/indefinite quantity ("IDIQ") construction contract to MDJ Management, LLC for painting, carpet replacement, and related construction services. The proposed Library Painting and Carpet Replacement Project falls within the scope of this contract. A copy of the agreement between Sourcewell and MDJ Management, LLC is included as an attachment to this report.

The PWSD reviewed Sourcewell's solicitation, procurement process, and contract documents, and determined that they satisfy the City's procurement requirements. Utilizing Sourcewell will expedite project delivery, eliminate the need for a separate formal bidding process, and provide the City with competitively priced services that represent the best value for the project.

ENVIRONMENTAL ANALYSIS

The proposed project is categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15301(a) (Class 1 – Existing Facilities). This exemption applies to the operation, repair, maintenance, or minor alteration of existing public facilities involving negligible or no expansion of existing use, including interior repainting and similar maintenance activities.

FISCAL IMPACT

A total of \$440,000 has been appropriated in the Fiscal Year 2024-25 and 2025-26 CIP budgets for the Library Painting and Carpet Replacement Project. The total project cost is \$309,724.28. With the addition of a 10% construction contingency of \$30,972.43, the total authorized project budget would be \$340,696.71, which is within the approved CIP budgets.

RECOMMENDATION

It is recommended that the City Council determine that this project is exempt under the California Environmental Quality Act ("CEQA"); and approve, authorize, and direct the City Manager to execute a contract with MDJ Management, LLC for the Library Painting and Carpet Replacement Project in the amount of \$309,724.28, with a 10% contingency.

Library Paint and Carpet Replacement Project
September 15, 2026
Page 4 of 4

Approved:



Dominic Lazzaretto
City Manager

Attachments: Sourcewell Contract
Proposed Construction Contract



Indefinite Delivery-Indefinite Quantity Construction Contract

Contract Number: **CA-R7-GB-101723-MDJ**

Service Type: **General Building**

This Indefinite Delivery-Indefinite Quantity Construction Contract (Contract) is between **Sourcewell**, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 and **MDJ Management, LLC, 531 Main St, Suite 611, El Segundo, CA 90245** (Contractor).

Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state and municipal governmental entities, K-12 and higher education entities, nonprofit entities, tribal governments, and other public entities located within the United States.

The Contractor desires to contract with Sourcewell to provide construction services to entities that access Sourcewell's indefinite delivery-indefinite quantity (IDIQ) construction contracts within the Service Region.

I. TERM OF CONTRACT

A. **EFFECTIVE DATE**. This Contract, including the General Terms and Conditions incorporated by reference, is effective upon the later of December 6, 2023 or the date of the final signature below.

B. **EXPIRATION DATE AND EXTENSION**. This Contract expires **December 5, 2024**, unless it is terminated sooner pursuant to Article XX of the General Terms and Conditions, which are incorporated into this Contract by reference. This Contract allows up to five additional one-year extensions upon the request of Sourcewell and written agreement with Contractor. Sourcewell retains the right to consider additional extensions beyond six years as required under exceptional circumstances.

II. REGION AND SERVICES

The Contractor's Region is: Region 7. The Contractor's IDIQ construction service type is: General Building. The Contractor **has** agreed to perform work outside the Region.

III. ADJUSTMENT FACTORS

The Contractor will perform any or all Tasks in the Construction Task Catalog for the Unit Price appearing therein multiplied by the following Adjustment Factors. See the General Terms and Conditions for additional information.

A. **Normal Working Hours – Prevailing Wage Rate Projects**: Work performed from 7:00 a.m. until 4:00 p.m. Monday to Friday, except Holidays. The Contractor will perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of: **1.2000**.

B. Other Than Normal Working Hours – Prevailing Wage Rate Projects: Work performed from 4:00 p.m. to 7:00 a.m. Monday to Friday, and any time Saturday, Sunday and Holidays. The Contractor will perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of: 1.2500.

C. Secured Facilities/OSHPD Prevailing - Wage Rate Projects: Work performed from 7:00 a.m. until 4:00 p.m. Monday to Friday, except Holidays. The Contractor will perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of: 1.2000.

D. All Union Wage Projects: Work performed from 7:00 a.m. until 4:00 p.m. Monday to Friday, except Holidays. The Contractor will perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of: 1.2000.

E. Non pre-priced Adjustment Factor: To be applied to Work determined not to be included in the CTC but within the general scope of the work: 1.2800.

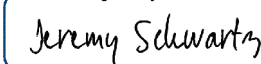
VI. AUTHORIZED REPRESENTATIVE

A. Sourcewell's Authorized Representative is its Chief Procurement Officer.

B. The Contractor's Authorized Representative is Matthew McMillon. If the Contractor's Authorized Representative changes at any time during this Contract, Contractor must promptly notify Sourcewell in writing.

Sourcewell

MDJ Management, LLC

DocuSigned by:

 C0FD2A139D06489...

By: _____

Jeremy Schwartz

Title: Chief Procurement Officer

Date: 12/1/2023 | 2:56 PM CST

DocuSigned by:

 524C8C2D808444C...

By: _____

Matthew McMillon

Title: President

Date: 12/1/2023 | 11:49 AM CST

**AGREEMENT TO
MODIFY AND EXTEND
SOURCEWELL CONTRACT #CA-R7-GB-101723-MDJ**

THIS AGREEMENT TO MODIFY AND EXTEND, Sourcewell Contract #CA-R7-GB-101723-MDJ, is effective upon the date of the last signature below.

Sourcewell and MDJ Management, LLC (“Contractor”) have entered into an Indefinite Delivery-Indefinite Quantity Construction Contract, Contract Number **CA-R7-GB-101723-MDJ**, with an initial term ending December 5, 2024, and five bilateral options to extend for an additional one-year term (“Contract”). The parties agree to modify and extend the Contract as stated below.

CONTRACT MODIFICATION

The following is adopted as the new CTC for the Contract effective December 6, 2024:

[Sourcewell California - Region 7](#)

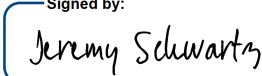
Pursuant to the Contract, Contractor’s Adjustment Factors remain fixed for the duration of the contract term and are unaffected by this modification.

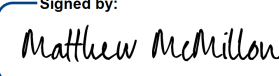
EXERCISE OF OPTION: EXTENSION

Contractor and Sourcewell hereby desire and agree to extend the Contract, with the above modification, for the period of December 6, 2024 through December 5, 2025.

Sourcewell

MDJ Management, LLC

Signed by:

By: C0ED2A139D06489
Jeremy Schwartz
Title: Chief Procurement Officer
Date: 11/14/2024 | 8:46 PM CST

Signed by:

By: 524C8C2D808444C
Matthew McMillon
Title: President
Date: 11/14/2024 | 8:26 PM CST

**AGREEMENT TO
MODIFY AND EXTEND
SOURCEWELL CONTRACT #CA-R7-GB-101723-MDJ**

THIS AGREEMENT TO MODIFY AND EXTEND, Sourcewell Contract #CA-R7-GB-101723-MDJ is effective upon the date of the last signature below.

Sourcewell and MDJ Management, LLC (“Contractor”) have entered into an Indefinite Quantity Construction Contract, Contract Number CA-R7-GB-101723-MDJ with an initial term ending December 5, 2024, and five bilateral options to extend for an additional one-year term (“Contract”). This contract has previously been extended by the parties for the term ending December 5, 2025. The parties agree to modify and extend the Contract as stated below.

CONTRACT MODIFICATION

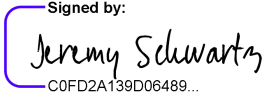
The updated CTC will appear in the eGordian software upon receipt of the executed extension document.

Pursuant to the Contract, Contractor’s Adjustment Factors remain fixed for the duration of the contract term and are unaffected by this modification.

EXERCISE OF OPTION: EXTENSION

Contractor and Sourcewell hereby desire and agree to extend the Contract, with the above modification, for the period of December 6, 2025 through December 5, 2026.

Sourcewell

Signed by:

C0FD2A139D06489...

By: _____
Jeremy Schwartz
Title: Chief Procurement Officer

Date: 10/29/2025 | 3:16 PM CDT

MDJ Management, LLC

Signed by:

524C8C2D808444C...

By: _____
Matthew McMillon
Title: President

Date: 10/30/2025 | 6:21 PM CDT

**CITY OF ARCADIA
CONSTRUCTION CONTRACT
LIBRARY PAINTING AND CARPET REPLACEMENT**

1. PARTIES AND DATE.

This Contract is made and entered into this _____ day of _____, 2026 by and between the City of Arcadia, a public agency of the State of California ("City") and **MDJ Management, LLC**, a California Partnership, with its principal place of business at **531 Main Street, #611, El Segundo, CA 90245** ("Contractor"). City and Contractor are sometimes individually referred to as "Party" and collectively as "Parties" in this Contract.

2. RECITALS.

2.1 City. City is a public agency organized under the laws of the State of California, with power to contract for services necessary to achieve its purpose.

2.2 Contractor. Contractor desires to perform and assume responsibility for the provision of certain construction services required by the City on the terms and conditions set forth in this Contract. Contractor represents that it is duly licensed and experienced in providing **painting and carpet replacement** related construction services to public clients, that it and its employees or subcontractors have all necessary licenses and permits to perform the services in the State of California, and that it is familiar with the plans of City. The following license classifications are required for this Project: **Class B**.

2.3 Project. City desires to engage Contractor to render such services for the **Library Painting and Carpet Replacement Project** ("Project") as set forth in this Contract.

2.4 Project Documents & Certifications. Contractor has obtained, and delivers concurrently herewith, a performance bond, a payment bond, and all insurance documentation, as required by the Contract.

3. TERMS

3.1 Incorporation of Documents. This Contract includes and hereby incorporates in full by reference the following documents, including all exhibits, drawings, specifications and documents therein, and attachments and addenda thereto:

- Services/Schedule (Exhibit "A")
- Plans and Specifications (Exhibit "B")
- Special Conditions (Exhibit "C")
- Contractor's Certificate Regarding Workers' Compensation (Exhibit "D")
- Public Works Contractor Registration Certification (Exhibit "E")
- Payment and Performance Bonds (Exhibit "F")
- Federal Requirements (Exhibit "G")
- Addenda
- Change Orders executed by the City

- **Current** Edition of the Standard Specifications for Public Works Construction (The Greenbook), Excluding Sections 1-9
- Notice Inviting Bids, if any
- Instructions to Bidders, if any
- Contractor's Bid

3.2 Contractor's Basic Obligation; Scope of Work. Contractor promises and agrees, at its own cost and expense, to furnish to the City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately complete the Project, including all structures and facilities necessary for the Project or described in the Contract (hereinafter sometimes referred to as the "Work"), for a Total Contract Price as specified pursuant to this Contract. All Work shall be subject to, and performed in accordance with the above referenced documents, as well as the exhibits attached hereto and incorporated herein by reference. The plans and specifications for the Work are further described in Exhibit "B" attached hereto and incorporated herein by this reference. Special Conditions, if any, relating to the Work are described in Exhibit "C" attached hereto and incorporated herein by this reference.

3.2.1 Change in Scope of Work. Any change in the scope of the Work, method of performance, nature of materials or price thereof, or any other matter materially affecting the performance or nature of the Work shall not be paid for or accepted unless such change, addition or deletion is approved in writing by a valid change order executed by the City. Should Contractor request a change order due to unforeseen circumstances affecting the performance of the Work, such request shall be made within five (5) business days of the date such circumstances are discovered or shall waive its right to request a change order due to such circumstances. If the Parties cannot agree on any change in price required by such change in the Work, the City may direct the Contractor to proceed with the performance of the change on a time and materials basis.

3.2.2 Substitutions/"Or Equal". Pursuant to Public Contract Code Section 3400(b), the City may make a finding that designates certain products, things, or services by specific brand or trade name. Unless specifically designated in this Contract, whenever any material, process, or article is indicated or specified by grade, patent, or proprietary name or by name of manufacturer, such Specifications shall be deemed to be used for the purpose of facilitating the description of the material, process or article desired and shall be deemed to be followed by the words "or equal."

Contractor may, unless otherwise stated, offer for substitution any material, process or article which shall be substantially equal or better in every respect to that so indicated or specified in this Contract. However, the City may have adopted certain uniform standards for certain materials, processes and articles. Contractor shall submit requests, together with substantiating data, for substitution of any "or equal" material, process or article no later than thirty-five (35) days after award of the Contract. To facilitate the construction schedule and sequencing, some requests may need to be submitted before thirty-five (35) days after award of Contract. Provisions regarding submission of "or equal" requests shall not in any way authorize an extension of time for performance of this Contract. If a proposed "or equal" substitution request is rejected, Contractor shall be responsible for providing the specified material, process or article. The burden of proof as to the equality of any material, process or article shall rest with Contractor.

The City has the complete and sole discretion to determine if a material, process or article is an “or equal” material, process or article that may be substituted. Data required to substantiate requests for substitutions of an “or equal” material, process or article data shall include a signed affidavit from Contractor stating that, and describing how, the substituted “or equal” material, process or article is equivalent to that specified in every way except as listed on the affidavit. Substantiating data shall include any and all illustrations, specifications, and other relevant data including catalog information which describes the requested substituted “or equal” material, process or article, and substantiates that it is an “or equal” to the material, process or article. The substantiating data must also include information regarding the durability and lifecycle cost of the requested substituted “or equal” material, process or article. Failure to submit all the required substantiating data, including the signed affidavit, to the City in a timely fashion will result in the rejection of the proposed substitution.

Contractor shall bear all of the City’s costs associated with the review of substitution requests. Contractor shall be responsible for all costs related to a substituted “or equal” material, process or article. Contractor is directed to the Special Conditions (if any) to review any findings made pursuant to Public Contract Code section 3400.

3.3 Period of Performance and Liquidated Damages. Contractor shall perform and complete all Work under this Contract within **Three Hundred Sixty-Five (365) calendar days**, beginning the effective date of the Notice to Proceed (“Contract Time”). Contractor shall perform its Work in strict accordance with any completion schedule, construction schedule or project milestones developed by the City. Such schedules or milestones may be included as part of Exhibits “A” or “B” attached hereto, or may be provided separately in writing to Contractor. Contractor agrees that if such Work is not completed within the aforementioned Contract Time and/or pursuant to any such completion schedule, construction schedule or project milestones developed pursuant to provisions of the Contract, it is understood, acknowledged and agreed that the City will suffer damage. Pursuant to Government Code Section 53069.85, Contractor shall pay to the City as fixed and liquidated damages the sum of **TWO THOUSAND, EIGHT HUNDRED DOLLARS AND NO CENTS (\$2,800) per day** for each and every calendar day of delay beyond the Contract Time or beyond any completion schedule, construction schedule or Project milestones established pursuant to the Contract.

3.4 Standard of Performance; Performance of Employees. Contractor shall perform all Work under this Contract in a skillful and workmanlike manner, and consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Contractor represents and maintains that it is skilled in the professional calling necessary to perform the Work. Contractor warrants that all employees and subcontractors shall have sufficient skill and experience to perform the Work assigned to them. Finally, Contractor represents that it, its employees and subcontractors have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Work, including any required business license, and that such licenses and approvals shall be maintained throughout the term of this Contract. As provided for in the indemnification provisions of this Contract, Contractor shall perform, at its own cost and expense and without reimbursement from the City, any work necessary to correct errors or omissions which are caused by Contractor’s failure to comply with the standard of care provided for herein. Any employee who is determined by the City to be uncooperative, incompetent, a threat to the safety of persons or the Work, or any employee who fails or refuses to

perform the Work in a manner acceptable to the City, shall be promptly removed from the Project by Contractor and shall not be re-employed on the Work.

3.5 Control and Payment of Subordinates; Contractual Relationship. City retains Contractor on an independent contractor basis and Contractor is not an employee of City. Any additional personnel performing the work governed by this Contract on behalf of Contractor shall at all times be under Contractor's exclusive direction and control. Contractor shall pay all wages, salaries, and other amounts due such personnel in connection with their performance under this Contract and as required by law. Contractor shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, and workers' compensation insurance.

3.6 City's Basic Obligation. City agrees to engage and does hereby engage Contractor as an independent contractor to furnish all materials and to perform all Work according to the terms and conditions herein contained for the sum set forth above. Except as otherwise provided in the Contract, the City shall pay to Contractor, as full consideration for the satisfactory performance by Contractor of the services and obligations required by this Contract, the below-referenced compensation in accordance with compensation provisions set forth in the Contract.

3.7 Compensation and Payment.

3.7.1 Amount of Compensation. As consideration for performance of the Work required herein, City agrees to pay Contractor the Total Contract Price of **THREE HUNDRED NINE THOUSAND, SEVEN HUNDRED TWENTY-FOUR DOLLARS AND TWENTY-EIGHT CENTS (\$309,724.28)** ("Total Contract Price") provided that such amount shall be subject to adjustment pursuant to the applicable terms of this Contract or written change orders approved and signed in advance by the City.

3.7.2 Payment of Compensation. If the Work is scheduled for completion in thirty (30) or less calendar days, City will arrange for payment of the Total Contract Price upon completion and approval by City of the Work. If the Work is scheduled for completion in more than thirty (30) calendar days, City will pay Contractor on a monthly basis as provided for herein. On or before the fifth (5th) day of each month, Contractor shall submit to the City an itemized application for payment in the format supplied by the City indicating the amount of Work completed since commencement of the Work or since the last progress payment. These applications shall be supported by evidence which is required by this Contract and such other documentation as the City may require. The Contractor shall certify that the Work for which payment is requested has been done and that the materials listed are stored where indicated. Contractor may be required to furnish a detailed schedule of values upon request of the City and in such detail and form as the City shall request, showing the quantities, unit prices, overhead, profit, and all other expenses involved in order to provide a basis for determining the amount of progress payments.

3.7.3 Prompt Payment. City shall review and pay all progress payment requests in accordance with the provisions set forth in Section 20104.50 of the California Public Contract Code. However, no progress payments will be made for Work not completed in accordance with this Contract. Contractor shall comply with all applicable laws, rules and regulations relating to the proper payment of its employees, subcontractors, suppliers or others.

3.7.4 Contract Retentions. From each approved progress estimate, five percent (5%) will be deducted and retained by the City, and the remainder will be paid to Contractor. All Contract retention shall be released and paid to Contractor and subcontractors pursuant to California Public Contract Code Section 7107.

3.7.5 Other Retentions. In addition to Contract retentions, the City may deduct from each progress payment an amount necessary to protect City from loss because of: (1) liquidated damages which have accrued as of the date of the application for payment; (2) any sums expended by the City in performing any of Contractor's obligations under the Contract which Contractor has failed to perform or has performed inadequately; (3) defective Work not remedied; (4) stop notices as allowed by state law; (5) reasonable doubt that the Work can be completed for the unpaid balance of the Total Contract Price or within the scheduled completion date; (6) unsatisfactory prosecution of the Work by Contractor; (7) unauthorized deviations from the Contract; (8) failure of Contractor to maintain or submit on a timely basis proper and sufficient documentation as required by the Contract or by City during the prosecution of the Work; (9) erroneous or false estimates by Contractor of the value of the Work performed; (10) any sums representing expenses, losses, or damages as determined by the City, incurred by the City for which Contractor is liable under the Contract; and (11) any other sums which the City is entitled to recover from Contractor under the terms of the Contract or pursuant to state law, including Section 1727 of the California Labor Code. The failure by the City to deduct any of these sums from a progress payment shall not constitute a waiver of the City's right to such sums.

3.7.6 Substitutions for Contract Retentions. In accordance with California Public Contract Code Section 22300, the City will permit the substitution of securities for any monies withheld by the City to ensure performance under the Contract. At the request and expense of Contractor, securities equivalent to the amount withheld shall be deposited with the City, or with a state or federally chartered bank in California as the escrow agent, and thereafter the City shall then pay such monies to Contractor as they come due. Upon satisfactory completion of the Contract, the securities shall be returned to Contractor. For purposes of this Section and Section 22300 of the Public Contract Code, the term "satisfactory completion of the contract" shall mean the time the City has issued written final acceptance of the Work and filed a Notice of Completion as required by law and provisions of this Contract. Contractor shall be the beneficial owner of any securities substituted for monies withheld and shall receive any interest thereon. The escrow agreement used for the purposes of this Section shall be in the form provided by the City.

3.7.7 Title to Work. As security for partial, progress, or other payments, title to Work for which such payments are made shall pass to the City at the time of payment. To the extent that title has not previously been vested in the City by reason of payments, full title shall pass to the City at delivery of the Work at the destination and time specified in this Contract. Such transferred title shall in each case be good, free and clear from any and all security interests, liens, or other encumbrances. Contractor promises and agrees that it will not pledge, hypothecate, or otherwise encumber the items in any manner that would result in any lien, security interest, charge, or claim upon or against said items. Such transfer of title shall not imply acceptance by the City, nor relieve Contractor from the responsibility to strictly comply with the Contract, and shall not relieve Contractor of responsibility for any loss of or damage to items.

3.7.8 Labor and Material Releases. Contractor shall furnish City with labor and material releases from all subcontractors performing work on, or furnishing materials for, the Work governed by this Contract prior to final payment by City.

3.7.9 Prevailing Wages. Contractor is aware of the requirements of California Labor Code Section 1720 et seq., and 1770 et seq., as well as California Code of Regulations, Title 8, Section 16000 et seq., (“Prevailing Wage Laws”), which require the payment of prevailing wage rates and the performance of other requirements on “public works” and “maintenance” projects. Since the Services are being performed as part of an applicable “public works” or “maintenance” project, as defined by the Prevailing Wage Laws, and if the total compensation is \$25,000 or more, Contractor agrees to fully comply with such Prevailing Wage Laws. City shall provide Contractor with a copy of the prevailing rates of per diem wages in effect at the commencement of this Contract. Contractor shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at Contractor’s principal place of business and at the project site. Contractor shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. Contractor and any subcontractor shall forfeit a penalty of up to \$200 per calendar day or portion thereof for each worker paid less than the prevailing wage rates.

3.7.10 Apprenticeable Crafts. If the Total Contract Price exceeds \$35,000 and if Contractor employs workmen in an apprenticeable craft or trade, Contractor shall comply with the provisions of Section 1777.5 of the California Labor Code with respect to the employment of properly registered apprentices upon public works. The primary responsibility for compliance with said section for all apprenticeable occupations shall be with Contractor. The Contractor or any subcontractor that is determined by the Labor Commissioner to have knowingly violated Section 1777.5 shall forfeit as a civil penalty an amount not exceeding \$100 for each full calendar day of noncompliance, or such greater amount as provided by law.

3.7.11 Hours of Work. If the Total Contract Price exceeds \$25,000, Contractor is advised that eight (8) hours labor constitutes a legal day’s work. Pursuant to Section 1813 of the California Labor Code, Contractor shall forfeit a penalty of \$25.00 per worker for each day that each worker is permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week, except when payment for overtime is made at not less than one and one-half (1-1/2) times the basic rate for that worker.

3.7.12 Payroll Records. If the Total Contract Price exceeds \$25,000, Contractor and each subcontractor shall keep an accurate payroll record, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with the public work. The payroll records shall be certified and shall be available for inspection at all reasonable hours at the principal office of Contractor in the manner provided in Labor Code section 1776. In the event of noncompliance with the requirements of this section, Contractor shall have 10 days in which to comply subsequent to receipt of written notice specifying in what respects such Contractor must comply with this section. Should noncompliance still be evident after such 10-day period, Contractor shall, as a penalty to City, forfeit not more than \$100.00 for each calendar day or portion thereof, for each worker, until strict

compliance is effectuated. The amount of the forfeiture is to be determined by the Labor Commissioner. A contractor who is found to have violated the provisions of law regarding wages on Public Works with the intent to defraud shall be ineligible to bid on Public Works contracts for a period of one to three years as determined by the Labor Commissioner. Upon the request of the Division of Apprenticeship Standards or the Division of Labor Standards Enforcement, such penalties shall be withheld from progress payments then due. The responsibility for compliance with this section is Contractor. The requirement to submit certified payroll records directly to the Labor Commissioner under Labor Code section 1771.4 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Section 1771.4.

3.7.13 Contractor and Subcontractor Registration. If the Total Contract Price exceeds \$25,000, then pursuant to Labor Code sections 1725.5 and 1771.1, all contractors and subcontractors that wish to bid on, be listed in a bid proposal, or enter into a contract to perform public work must be registered with the Department of Industrial Relations. No bid will be accepted nor any contract entered into without proof of the contractor's and subcontractors' current registration with the Department of Industrial Relations to perform public work. Contractor is directed to review, fill out and execute the Public Works Contractor Registration Certification attached hereto as Exhibit "E" prior to contract execution. Notwithstanding the foregoing, the contractor registration requirements mandated by Labor Code Sections 1725.5 and 1771.1 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Sections 1725.5 and 1771.1.

3.7.14 Labor Compliance; Stop Orders. If the Total Contract Price exceeds \$25,000, Contractor acknowledges that it is aware that this Project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be the Contractor's sole responsibility to evaluate and pay the cost of complying with all labor compliance requirements under this Contract and applicable law. Any stop orders issued by the Department of Industrial Relations against Contractor or any subcontractor that affect Contractor's performance of Work, including any delay, shall be Contractor's sole responsibility. Any delay arising out of or resulting from such stop orders shall be considered Contractor caused delay subject to any applicable liquidated damages and shall not be compensable by the City. Contractor shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claim or liability arising out of stop orders issued by the Department of Industrial Relations against Contractor or any subcontractor.

3.8 Performance of Work; Jobsite Obligations.

3.8.1 Water Quality Management and Compliance.

3.8.1.1 Water Quality Management and Compliance. Contractor shall keep itself and all subcontractors, staff, and employees fully informed of and in compliance with all local, state and federal laws, rules and regulations that may impact, or be implicated by the performance of the Work including, without limitation, all applicable provisions of the Federal Water Pollution Control Act (33 U.S.C. §§ 1300); the California Porter-Cologne Water Quality Control Act (Cal Water Code §§ 13000-14950); local ordinances regulating discharges of storm water; and any and all regulations, policies, or permits issued pursuant to any such authority regulating the

discharge of pollutants, as that term is used in the Porter-Cologne Water Quality Control Act, to any ground or surface water in the State.

3.8.1.2 Compliance with the Statewide Construction General Permit. Contractor shall comply with all conditions of the most recent iteration of the National Pollutant Discharge Elimination System General Permit for Storm Water Discharges Associated with Construction Activity, issued by the California State Water Resources Control Board ("Permit"). It shall be Contractor's sole responsibility to file a Notice of Intent and procure coverage under the Permit for all construction activity which results in the disturbance of more than one acre of total land area or which is part of a larger common area of development or sale. Prior to initiating work, Contractor shall be solely responsible for preparing and implementing a Storm Water Pollution Prevention Plan (SWPPP) as required by the Permit. Contractor shall be responsible for procuring, implementing and complying with the provisions of the Permit and the SWPPP, including the standard provisions, and monitoring and reporting requirements as required by the Permit. The Permit requires the SWPPP to be a "living document" that changes as necessary to meet the conditions and requirements of the job site as it progresses through different phases of construction and is subject to different weather conditions. It shall be Contractor's sole responsibility to update the SWPPP as necessary to address conditions at the project site.

3.8.1.3 Other Water Quality Rules Regulations and Policies. Contractor shall comply with the lawful requirements of any applicable municipality, drainage City, or local agency regarding discharges of storm water to separate storm drain systems or other watercourses under their jurisdiction, including applicable requirements in municipal storm water management programs.

3.8.1.4 Cost of Compliance. Storm, surface, nuisance, or other waters may be encountered at various times during construction of The Work. Therefore, the Contractor, by submitting a Bid, hereby acknowledges that it has investigated the risk arising from such waters, has prepared its Bid accordingly, and assumes any and all risks and liabilities arising therefrom.

3.8.1.5 Liability for Non-Compliance. Failure to comply with the Permit is a violation of federal and state law. Pursuant to the indemnification provisions of this Contract, Contractor hereby agrees to defend, indemnify and hold harmless the City and its officials, officers, employees, volunteers and agents for any alleged violations. In addition, City may seek damages from Contractor for any delay in completing the Work in accordance with the Contract, if such delay is caused by or related to Contractor's failure to comply with the Permit.

3.8.1.6 Reservation of Right to Defend. City reserves the right to defend any enforcement action brought against the City for Contractor's failure to comply with the Permit or any other relevant water quality law, regulation, or policy. Pursuant to the indemnification provisions of this Contract, Contractor hereby agrees to be bound by, and to reimburse the City for the costs (including the City's attorney's fees) associated with, any settlement reached between the City and the relevant enforcement entity.

3.8.1.7 Training. In addition to the standard of performance requirements set forth in paragraph 3.4, Contractor warrants that all employees and subcontractors

shall have sufficient skill and experience to perform the Work assigned to them without impacting water quality in violation of the laws, regulations and policies described in paragraph 3.8.1. Contractor further warrants that it, its employees and subcontractors will receive adequate training, as determined by City, regarding the requirements of the laws, regulations and policies described in paragraph 3.8.1 as they may relate to the Work provided under this Agreement. Upon request, City will provide the Contractor with a list of training programs that meet the requirements of this paragraph.

3.8.2 Safety. Contractor shall execute and maintain its work so as to avoid injury or damage to any person or property. Contractor shall comply with the requirements of the specifications relating to safety measures applicable in particular operations or kinds of work. In carrying out its Work, Contractor shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the Work and the conditions under which the Work is to be performed. Safety precautions as applicable shall include, but shall not be limited to, adequate life protection and lifesaving equipment; adequate illumination for underground and night operations; instructions in accident prevention for all employees, such as machinery guards, safe walkways, scaffolds, ladders, bridges, gang planks, confined space procedures, trenching and shoring, fall protection and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and adequate facilities for the proper inspection and maintenance of all safety measures. Furthermore, Contractor shall prominently display the names and telephone numbers of at least two medical doctors practicing in the vicinity of the Project, as well as the telephone number of the local ambulance service, adjacent to all telephones at the Project site.

3.8.3 Laws and Regulations. Contractor shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Contract or the Work, including all Cal/OSHA requirements, and shall give all notices required by law. Contractor shall be liable for all violations of such laws and regulations in connection with Work. If Contractor observes that the drawings or specifications are at variance with any law, rule or regulation, it shall promptly notify the City in writing. Any necessary changes shall be made by written change order. If Contractor performs any work knowing it to be contrary to such laws, rules and regulations and without giving written notice to the City, Contractor shall be solely responsible for all costs arising therefrom. City is a public entity of the State of California subject to certain provisions of the Health & Safety Code, Government Code, Public Contract Code, and Labor Code of the State. It is stipulated and agreed that all provisions of the law applicable to the public contracts of a municipality are a part of this Contract to the same extent as though set forth herein and will be complied with. Contractor shall defend, indemnify and hold City, its officials, officers, employees and agents free and harmless, pursuant to the indemnification provisions of this Contract, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.8.4 Permits and Licenses. Contractor shall be responsible for securing City permits and licenses necessary to perform the Work described herein, including, but not limited to, any required business license. While Contractor will not be charged a fee for any City permits, Contractor shall pay the City's business license fee, if any. Any ineligible contractor or

subcontractor pursuant to Labor Code Sections 1777.1 and 1777.7 may not perform work on this Project.

3.8.5 Trenching Work. If the Total Contract Price exceeds \$25,000 and if the Work governed by this Contract entails excavation of any trench or trenches five (5) feet or more in depth, Contractor shall comply with all applicable provisions of the California Labor Code, including Section 6705. To this end, Contractor shall submit for City's review and approval a detailed plan showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection from the hazard of caving ground during the excavation of such trench or trenches. If such plan varies from the shoring system standards, the plan shall be prepared by a registered civil or structural engineer.

3.8.6 Hazardous Materials and Differing Conditions. As required by California Public Contract Code Section 7104, if this Contract involves digging trenches or other excavations that extend deeper than four (4) feet below the surface, Contractor shall promptly, and prior to disturbance of any conditions, notify City of: (1) any material discovered in excavation that Contractor believes to be a hazardous waste that is required to be removed to a Class I, Class II or Class III disposal site; (2) subsurface or latent physical conditions at the site differing from those indicated by City; and (3) unknown physical conditions of an unusual nature at the site, significantly different from those ordinarily encountered in such contract work. Upon notification, City shall promptly investigate the conditions to determine whether a change order is appropriate. In the event of a dispute, Contractor shall not be excused from any scheduled completion date and shall proceed with all Work to be performed under the Contract, but shall retain all rights provided by the Contract or by law for making protests and resolving the dispute.

3.8.7 Underground Utility Facilities. To the extent required by Section 4215 of the California Government Code, City shall compensate Contractor for the costs of: (1) locating and repairing damage to underground utility facilities not caused by the failure of Contractor to exercise reasonable care; (2) removing or relocating underground utility facilities not indicated in the construction drawings; and (3) equipment necessarily idled during such work. Contractor shall not be assessed liquidated damages for delay caused by failure of City to provide for removal or relocation of such utility facilities.

3.8.8 Air Quality. Contractor must fully comply with all applicable laws, rules and regulations in furnishing or using equipment and/or providing services, including, but not limited to, emissions limits and permitting requirements imposed by the California Air Resources Board (CARB). Although CARB limits and requirements are more broad, Contractor shall specifically be aware of their application to "portable equipment", which definition is considered by CARB to include any item of equipment with a fuel-powered engine. Contractor shall indemnify City against any fines or penalties imposed by CARB, or any other governmental or regulatory agency for violations of applicable laws, rules and/or regulations by Contractor, its subcontractors, or others for whom Contractor is responsible under its indemnity obligations provided for in this Agreement.

3.8.9 State Recycling Mandates. Contractor shall comply with State Recycling Mandates. Any recyclable materials/debris collected by the contractor that can be feasibly diverted via reuse or recycling must be hauled by the appropriate handler for reuse or recycling.

3.9 Completion of Work. When Contractor determines that it has completed the Work required herein, Contractor shall so notify City in writing and shall furnish all labor and material releases required by this Contract. City shall thereupon inspect the Work. If the Work is not acceptable to the City, the City shall indicate to Contractor in writing the specific portions or items of Work which are unsatisfactory or incomplete. Once Contractor determines that it has completed the incomplete or unsatisfactory Work, Contractor may request a reinspection by the City. Once the Work is acceptable to City, City shall pay to Contractor the Total Contract Price remaining to be paid, less any amount which City may be authorized or directed by law to retain. Payment of retention proceeds due to Contractor shall be made in accordance with Section 7107 of the California Public Contract Code.

3.10 Claims; Government Code Claim Compliance.

3.10.1 Intent. Effective January 1, 1991, Section 20104 et seq., of the California Public Contract Code prescribes a process utilizing informal conferences, non-binding judicial supervised mediation, and judicial arbitration to resolve disputes on construction claims of \$375,000 or less. Effective January 1, 2017, Section 9204 of the Public Contract Code prescribes a process for negotiation and mediation to resolve disputes on construction claims. The intent of this Section is to implement Sections 20104 et seq. and Section 9204 of the California Public Contract Code. This Section shall be construed to be consistent with said statutes.

3.10.2 Claims. For purposes of this Section, "Claim" means a separate demand by the Contractor, after a change order duly requested in accordance with the terms of this Contract has been denied by the City, for (A) a time extension, (B) payment of money or damages arising from Work done by or on behalf of the Contractor pursuant to the Contract, or (C) an amount the payment of which is disputed by the City. Claims governed by this Section may not be filed unless and until the Contractor completes all procedures for giving notice of delay or change and for the requesting of a time extension or change order, including but not necessarily limited to the change order procedures contained herein, and Contractor's request for a change has been denied in whole or in part. Claims governed by this Section must be filed no later than fourteen (14) days after a request for change has been denied in whole or in part or after any other event giving rise to the Claim. The Claim shall be submitted in writing to the City and shall include on its first page the following in 16 point capital font: "THIS IS A CLAIM." Furthermore, the claim shall include the documents necessary to substantiate the claim. Nothing in this Section is intended to extend the time limit or supersede notice requirements otherwise provided by contract for the filing of claims, including all requirements pertaining to compensation or payment for extra Work, disputed Work, and/or changed conditions. Failure to follow such contractual requirements shall bar any claims or subsequent lawsuits for compensation or payment thereon.

3.10.3 Supporting Documentation. The Contractor shall submit all claims in the following format:

3.10.3.1 Summary of claim merit and price, reference Contract Document provisions pursuant to which the claim is made

3.10.3.2 List of documents relating to claim:

- (A) Specifications
- (B) Drawings
- (C) Clarifications (Requests for Information)
- (D) Schedules
- (E) Other

3.10.3.3 Chronology of events and correspondence

3.10.3.4 Analysis of claim merit

3.10.3.5 Analysis of claim cost

3.10.3.6 Time impact analysis in CPM format

3.10.3.7 If Contractor's claim is based in whole or in part on an allegation of errors or omissions in the Drawings or Specifications for the Project, Contractor shall provide a summary of the percentage of the claim subject to design errors or omissions and shall obtain a certificate of merit in support of the claim of design errors and omissions.

3.10.3.8 Cover letter and certification of validity of the claim, including any claims from subcontractors of any tier, in accordance with Government Code section 12650 et seq.

3.10.4 **City's Response.** Upon receipt of a claim pursuant to this Section, City shall conduct a reasonable review of the claim and, within a period not to exceed 45 days, shall provide the Contractor a written statement identifying what portion of the claim is disputed and what portion is undisputed. Any payment due on an undisputed portion of the claim will be processed and made within 60 days after the public entity issues its written statement.

3.10.4.1 If City needs approval from its governing body to provide the Contractor a written statement identifying the disputed portion and the undisputed portion of the claim, and the governing body does not meet within the 45 days or within the mutually agreed to extension of time following receipt of a claim sent by registered mail or certified mail, return receipt requested, City shall have up to three days following the next duly publicly noticed meeting of the governing body after the 45-day period, or extension, expires to provide the Contractor a written statement identifying the disputed portion and the undisputed portion.

3.10.4.2 Within 30 days of receipt of a claim, City may request in writing additional documentation supporting the claim or relating to defenses or claims City may have against the Contractor. If additional information is thereafter required, it shall be requested and provided pursuant to this subdivision, upon mutual agreement of City and the Contractor.

3.10.4.3 City's written response to the claim, as further documented, shall be submitted to the Contractor within 30 days (if the claim is less than \$50,000, within 15 days)

after receipt of the further documentation, or within a period of time no greater than that taken by the Contractor in producing the additional information or requested documentation, whichever is greater.

3.10.5 Meet and Confer. If the Contractor disputes City's written response, or City fails to respond within the time prescribed, the Contractor may so notify City, in writing, either within 15 days of receipt of City's response or within 15 days of City's failure to respond within the time prescribed, respectively, and demand an informal conference to meet and confer for settlement of the issues in dispute. Upon receipt of a demand, City shall schedule a meet and confer conference within 30 days for settlement of the dispute.

3.10.6 Mediation. Within 10 business days following the conclusion of the meet and confer conference, if the claim or any portion of the claim remains in dispute, City shall provide the Contractor a written statement identifying the portion of the claim that remains in dispute and the portion that is undisputed. Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after City issues its written statement. Any disputed portion of the claim, as identified by the Contractor in writing, shall be submitted to nonbinding mediation, with City and the Contractor sharing the associated costs equally. City and Contractor shall mutually agree to a mediator within 10 business days after the disputed portion of the claim has been identified in writing, unless the parties agree to select a mediator at a later time.

3.10.6.1 If the Parties cannot agree upon a mediator, each Party shall select a mediator and those mediators shall select a qualified neutral third party to mediate with regard to the disputed portion of the claim. Each Party shall bear the fees and costs charged by its respective mediator in connection with the selection of the neutral mediator.

3.10.6.2 For purposes of this section, mediation includes any nonbinding process, including, but not limited to, neutral evaluation or a dispute review board, in which an independent third party or board assists the Parties in dispute resolution through negotiation or by issuance of an evaluation. Any mediation utilized shall conform to the timeframes in this section.

3.10.6.3 Unless otherwise agreed to by City and the Contractor in writing, the mediation conducted pursuant to this section shall excuse any further obligation under Section 20104.4 to mediate after litigation has been commenced.

3.10.6.4 The mediation shall be held no earlier than the date the Contractor completes the Work or the date that the Contractor last performs Work, whichever is earlier. All unresolved claims shall be considered jointly in a single mediation, unless a new unrelated claim arises after mediation is completed.

3.10.7 Procedures After Mediation. If following the mediation, the claim or any portion remains in dispute, the Contractor must file a claim pursuant to Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of Part 3 of Division 3.6 of Title 1 of the Government Code. For purposes of those provisions, the running of the period of time within which a claim must be filed shall be tolled from the time the Contractor submits his or her written claim

pursuant to subdivision (a) until the time the claim is denied, including any period of time utilized by the meet and confer conference or mediation.

3.10.8 Civil Actions. The following procedures are established for all civil actions filed to resolve claims subject to this Section:

3.10.8.1 Within 60 days, but no earlier than 30 days, following the filing or responsive pleadings, the court shall submit the matter to non-binding mediation unless waived by mutual stipulation of both parties or unless mediation was held prior to commencement of the action in accordance with Public Contract Code section 9204 and the terms of these procedures.. The mediation process shall provide for the selection within 15 days by both parties of a disinterested third person as mediator, shall be commenced within 30 days of the submittal, and shall be concluded within 15 days from the commencement of the mediation unless a time requirement is extended upon a good cause showing to the court.

3.10.8.2 If the matter remains in dispute, the case shall be submitted to judicial arbitration pursuant to Chapter 2.5 (commencing with Section 1141.10) of Title 3 of Part 3 of the Code of Civil Procedure, notwithstanding Section 1114.11 of that code. The Civil Discovery Act of 1986 (Article 3 (commencing with Section 2016) of Chapter 3 of Title 3 of Part 4 of the Code of Civil Procedure) shall apply to any proceeding brought under this subdivision consistent with the rules pertaining to judicial arbitration.

3.10.8.3 In addition to Chapter 2.5 (commencing with Section 1141.10) of Title 3 of Part 3 of the Code of Civil Procedure, (A) arbitrators shall, when possible, be experienced in construction law, and (B) any party appealing an arbitration award who does not obtain a more favorable judgment shall, in addition to payment of costs and fees under that chapter, also pay the attorney's fees on appeal of the other party.

3.10.9 Government Code Claims. In addition to any and all contract requirements pertaining to notices of and requests for compensation or payment for extra work, disputed work, claims and/or changed conditions, Contractor must comply with the claim procedures set forth in Government Code sections 900 et seq. prior to filing any lawsuit against the City. Such Government Code claims and any subsequent lawsuit based upon the Government Code claims shall be limited to those matters that remain unresolved after all procedures pertaining to extra work, disputed work, claims, and/or changed conditions have been followed by Contractor. If no such Government Code claim is submitted, or if any prerequisite contractual requirements are not otherwise satisfied as specified herein, Contractor shall be barred from bringing and maintaining a valid lawsuit against the City. A Government Code claim must be filed no earlier than the date the work is completed or the date the Contractor last performs work on the Project, whichever occurs first. A Government Code claim shall be inclusive of all unresolved claims unless a new unrelated claim arises after the Government Code claim is submitted.

3.10.10 Non-Waiver. City's failure to respond to a claim from the Contractor within the time periods described in this Section or to otherwise meet the time requirements of this Section shall result in the claim being deemed rejected in its entirety. City's failure to respond shall not waive City's rights to any subsequent procedures for the resolution of disputed claims.

3.11 Loss and Damage. Except as may otherwise be limited by law, Contractor shall be responsible for all loss and damage which may arise out of the nature of the Work agreed to herein, or from the action of the elements, or from any unforeseen difficulties which may arise or be encountered in the prosecution of the Work until the same is fully completed and accepted by City. In the event of damage proximately caused by an Act of God, as defined by Section 7105 of the Public Contract Code, the City may terminate this Contract pursuant to Section 3.17.3; provided, however, that the City needs to provide Contractor with only one (1) day advanced written notice.

3.12 Indemnification.

3.12.1 Scope of Indemnity. To the fullest extent permitted by law, Contractor shall defend, indemnify and hold the City, its officials, employees, agents and authorized volunteers free and harmless from any and all claims, demands, causes of action, suits, actions, proceedings, costs, expenses, liability, judgments, awards, decrees, settlements, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, (collectively, "Claims") in any manner arising out of, pertaining to, or incident to any alleged acts, errors or omissions, or willful misconduct of Contractor, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Contractor's services, the Project or this Agreement, including without limitation the payment of all consequential damages, expert witness fees and attorneys' fees and other related costs and expenses. Notwithstanding the foregoing, to the extent required by Civil Code section 2782, Contractor's indemnity obligation shall not apply to liability for damages for death or bodily injury to persons, injury to property, or any other loss, damage or expense arising from the sole or active negligence or willful misconduct of the City or the City's agents, servants, or independent contractors who are directly responsible to the City, or for defects in design furnished by those persons.

3.12.2 Additional Indemnity Obligations. Contractor shall defend, with counsel of City's choosing and at Contractor's own cost, expense and risk, any and all Claims covered by this section that may be brought or instituted against City or its officials, employees, agents and authorized volunteers. In addition, Contractor shall pay and satisfy any judgment, award or decree that may be rendered against City or its officials, employees, agents and authorized volunteers as part of any such claim, suit, action or other proceeding. Contractor shall also reimburse City for the cost of any settlement paid by City or its officials, employees, agents and authorized volunteers as part of any such claim, suit, action or other proceeding. Such reimbursement shall include payment for City's attorney's fees and costs, including expert witness fees. Contractor shall reimburse City and its officials, employees, agents and authorized volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the City, its officials, employees, agents and authorized volunteers.

3.13 Insurance.

3.13.1 Time for Compliance. Contractor shall not commence Work under this Contract until it has provided evidence satisfactory to the City that it has secured all insurance required under this section. In addition, Contractor shall not allow any subcontractor to commence work on any subcontract until it has provided evidence satisfactory to the City that the subcontractor

has secured all insurance required under this section. Failure to provide and maintain all required insurance shall be grounds for the City to terminate this Contract for cause.

3.13.2 Minimum Requirements. Contractor shall, at its expense, procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Work hereunder by Contractor, its agents, representatives, employees or subcontractors. Contractor shall also require all of its subcontractors to procure and maintain the same insurance for the duration of the Contract. Such insurance shall meet at least the following minimum levels of coverage:

3.13.2.1 Minimum Scope of Insurance. Coverage shall be at least as broad as the latest version of the following: (1) General Liability: Insurance Services Office Commercial General Liability coverage (occurrence form CG 00 01) OR Insurance Services Office Owners and Contractors Protective Liability Coverage Form (CG 00 09 11 88) (coverage for operations of designated contractor); (2) Automobile Liability: Insurance Services Office Business Auto Coverage form number CA 00 01, code 1 (any auto); and (3) Workers' Compensation and Employer's Liability: Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance. Policies shall not contain exclusions contrary to this Contract.

3.13.2.2 Minimum Limits of Insurance. Contractor shall maintain limits no less than: (1) General Liability: \$5,000,000 per occurrence and \$5,000,000 aggregate for bodily injury, personal injury and property damage; (2) Automobile Liability: \$1,000,000 per accident for bodily injury and property damage; and (3) Workers' Compensation and Employer's Liability: Workers' compensation limits as required by the Labor Code of the State of California. Employer's Liability limits of \$1,000,000 each accident, policy limit bodily injury or disease, and each employee bodily injury or disease. Defense costs shall be available in addition to the limits. Notwithstanding the minimum limits specified herein, any available coverage shall be provided to the parties required to be named as additional insureds pursuant to this Contract.

3.13.3 Insurance Endorsements. The insurance policies shall contain the following provisions, or Contractor shall provide endorsements (amendments) on forms supplied or approved by the City to add the following provisions to the insurance policies:

3.13.3.1 General Liability. (1) Such policy shall give the City, its officials, employees, agents and authorized volunteers additional insured status using ISO endorsements CG20 10 10 01 plus CG20 37 10 01, or endorsements providing the exact same coverage, with respect to the Work or operations performed by or on behalf of Contractor, including materials, parts or equipment furnished in connection with such work. Contractor may provide blanket endorsements to meet the Additional Insured requirement in this written contract. However, all subcontractors' endorsements shall specifically name the City, its elected officials, officers, employees, volunteers, boards, agents, and representatives as additional insureds and blanket endorsements are not acceptable; (2) all policies shall waive or shall permit Contractor to waive all rights of subrogation which may be obtained by the Contractor or any insurer by virtue of payment of any loss or any coverage provided to any person named as an additional insured pursuant to this Contract, and Contractor agrees to waive all such rights of subrogation; and (3) the insurance coverage shall be primary insurance as respects the City, its officials, employees, agents and

authorized volunteers, or if excess, shall stand in an unbroken chain of coverage excess of Contractor's scheduled underlying coverage. Any insurance or self-insurance maintained by the City, its officials, employees, agents and authorized volunteers shall be excess of Contractor's insurance and shall not be called upon to contribute with it.

3.13.3.2 Automobile Liability. (1) Such policy shall give the City, its officials, employees, agents and authorized volunteers additional insured status with respect to the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by Contractor or for which Contractor is responsible. Contractor may provide blanket endorsements to meet the Additional Insured requirement in this written contract. However, all subcontractors' endorsements shall specifically name the City, its elected officials, officers, employees, volunteers, boards, agents, and representatives as additional insureds and blanket endorsements are not acceptable.; (2) all policies shall waive or shall permit Contractor to waive all rights of subrogation which may be obtained by the Contractor or any insurer by virtue of payment of any loss or any coverage provided to any person named as an additional insured pursuant to this Contract, and Contractor agrees to waive all such rights of subrogation; and (3) the insurance coverage shall be primary insurance as respects the City, its officials, employees, agents and authorized volunteers, or if excess, shall stand in an unbroken chain of coverage excess of Contractor's scheduled underlying coverage. Any insurance or self-insurance maintained by the City, its officials, employees, agents and authorized volunteers shall be excess of Contractor's insurance and shall not be called upon to contribute with it in any way.

3.13.3.3 Workers' Compensation and Employer's Liability Coverage. The insurer shall agree to waive all rights of subrogation against the City, its officials, employees, agents and authorized volunteers for losses paid under the terms of the insurance policy which arise from work performed by Contractor.

3.13.3.4 All Coverages. Each insurance policy required by this Contract shall be endorsed to state that: (1) coverage shall not be suspended, voided, reduced or canceled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City; and (2) any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to the City, its officials, employees, agents and authorized volunteers.

3.13.4 Separation of Insureds; No Special Limitations. All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the City, its officials, employees, agents and authorized volunteers.

3.13.5 Deductibles and Self-Insurance Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City. Contractor shall guarantee that, at the option of the City, either: (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officials, employees, agents and authorized volunteers; or (2) the Contractor shall procure a bond or other financial guarantee acceptable to the City guaranteeing payment of losses and related investigation costs, claims and administrative and defense expenses.

3.13.6 Acceptability of Insurers. **Insurance is to be placed with insurers with a current A.M. Best's rating no less than A:VII, licensed to do business in California, and satisfactory to the City.** Exception may be made for the State Compensation Insurance Fund when not specifically rated.

3.13.7 Verification of Coverage. Contractor shall furnish City with original certificates of insurance and endorsements effecting coverage required by this Contract on forms satisfactory to the City. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms supplied or approved by the City. All certificates and endorsements must be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, at any time.

3.13.8 Subcontractors. All subcontractors shall meet the requirements of this Section before commencing Work. Contractor shall furnish separate certificates and endorsements for each subcontractor. Subcontractor policies of General Liability insurance shall name the City, its officials, employees, agents and authorized volunteers as additional insureds using form ISO 20 38 04 13 or endorsements providing the exact same coverage. All subcontractors' endorsements shall specifically name the City, its elected officials, officers, employees, volunteers, boards, agents, and representatives as additional insureds and blanket endorsements are not **acceptable**. All coverages for subcontractors shall be subject to all of the requirements stated herein except as otherwise agreed to by the City in writing.

3.13.9 Reporting of Claims. Contractor shall report to the City, in addition to Contractor's insurer, any and all insurance claims submitted by Contractor in connection with the Work under this Contract.

3.14 Bond Requirements.

3.14.1 Payment Bond. If required by law or otherwise specifically requested by City in Exhibit "C" attached hereto and incorporated herein by reference, Contractor shall execute and provide to City concurrently with this Contract a Payment Bond in an amount required by the City and in a form provided or approved by the City. If such bond is required, no payment will be made to Contractor until the bond has been received and approved by the City.

3.14.2 Performance Bond. If specifically requested by City in Exhibit "C" attached hereto and incorporated herein by reference, Contractor shall execute and provide to City concurrently with this Contract a Performance Bond in an amount required by the City and in a form provided or approved by the City. If such bond is required, no payment will be made to Contractor until the bond has been received and approved by the City.

3.14.3 Bond Provisions. Should, in City's sole opinion, any bond become insufficient or any surety be found to be unsatisfactory, Contractor shall renew or replace the effected bond within (ten) 10 days of receiving notice from City. In the event the surety or Contractor intends to reduce or cancel any required bond, at least thirty (30) days prior written notice shall be given to the City, and Contractor shall post acceptable replacement bonds at least ten (10) days prior to expiration of the original bonds. No further payments shall be deemed due or will be made

under this Contract until any replacement bonds required by this Section are accepted by the City. To the extent, if any, that the Total Contract Price is increased in accordance with the Contract, Contractor shall, upon request of the City, cause the amount of the bond to be increased accordingly and shall promptly deliver satisfactory evidence of such increase to the City. If Contractor fails to furnish any required bond, the City may terminate the Contract for cause.

3.14.4 Surety Qualifications. Only bonds executed by an admitted surety insurer, as defined in California Code of Civil Procedure Section 995.120, shall be accepted. If a California-admitted surety insurer issuing bonds does not meet these requirements, the insurer will be considered qualified if it is in conformance with Section 995.660 of the California Code of Civil Procedure, and proof of such is provided to the City.

3.15 Warranty. Contractor warrants all Work under the Contract (which for purposes of this Section shall be deemed to include unauthorized work which has not been removed and any non-conforming materials incorporated into the Work) to be of good quality and free from any defective or faulty material and workmanship. Contractor agrees that for a period of one year (or the period of time specified elsewhere in the Contract or in any guarantee or warranty provided by any manufacturer or supplier of equipment or materials incorporated into the Work, whichever is later) after the date of final acceptance, Contractor shall within ten (10) days after being notified in writing by the City of any defect in the Work or non-conformance of the Work to the Contract, commence and prosecute with due diligence all Work necessary to fulfill the terms of the warranty at its sole cost and expense. Contractor shall act sooner as requested by the City in response to an emergency. In addition, Contractor shall, at its sole cost and expense, repair and replace any portions of the Work (or work of other contractors) damaged by its defective Work or which becomes damaged in the course of repairing or replacing defective Work. For any Work so corrected, Contractor's obligation hereunder to correct defective Work shall be reinstated for an additional one year period, commencing with the date of acceptance of such corrected Work. Contractor shall perform such tests as the City may require to verify that any corrective actions, including, without limitation, redesign, repairs, and replacements comply with the requirements of the Contract. All costs associated with such corrective actions and testing, including the removal, replacement, and reinstitution of equipment and materials necessary to gain access, shall be the sole responsibility of Contractor. All warranties and guarantees of subcontractors, suppliers and manufacturers with respect to any portion of the Work, whether express or implied, are deemed to be obtained by Contractor for the benefit of the City, regardless of whether or not such warranties and guarantees have been transferred or assigned to the City by separate agreement and Contractor agrees to enforce such warranties and guarantees, if necessary, on behalf of the City. In the event that Contractor fails to perform its obligations under this Section, or under any other warranty or guaranty under this Contract, to the reasonable satisfaction of the City, the City shall have the right to correct and replace any defective or non-conforming Work and any work damaged by such work or the replacement or correction thereof at Contractor's sole expense. Contractor shall be obligated to fully reimburse the City for any expenses incurred hereunder upon demand.

3.16 Employee/Labor Certifications.

3.16.1 Contractor's Labor Certification. By its signature hereunder, Contractor certifies that he is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Work. A certification form for this purpose, which is attached to this Contract as Exhibit "D" and incorporated herein by reference, shall be executed simultaneously with this Contract.

3.16.2 Equal Opportunity Employment. Contractor represents that it is an equal opportunity employer and that it shall not discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, sex, age or other interests protected by the State or Federal Constitutions. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

3.16.3 Verification of Employment Eligibility. By executing this Contract, Contractor verifies that it fully complies with all requirements and restrictions of state and federal law respecting the employment of undocumented aliens, including, but not limited to, the Immigration Reform and Control Act of 1986, as may be amended from time to time, and shall require all subcontractors and sub-subcontractors to comply with the same.

3.17 General Provisions.

3.17.1 City's Representative. The City hereby designates the General Manager, or his or her designee, to act as its representative for the performance of this Contract ("City's Representative"). City's Representative shall have the power to act on behalf of the City for all purposes under this Contract. Contractor shall not accept direction or orders from any person other than the City's Representative or his or her designee.

3.17.2 Contractor's Representative. Before starting the Work, Contractor shall submit in writing the name, qualifications and experience of its proposed representative who shall be subject to the review and approval of the City ("Contractor's Representative"). Following approval by the City, Contractor's Representative shall have full authority to represent and act on behalf of Contractor for all purposes under this Contract. Contractor's Representative shall supervise and direct the Work, using his best skill and attention, and shall be responsible for all construction means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Work under this Contract. Contractor's Representative shall devote full time to the Project and either he or his designee, who shall be acceptable to the City, shall be present at the Work site at all times that any Work is in progress and at any time that any employee or subcontractor of Contractor is present at the Work site. Arrangements for responsible supervision, acceptable to the City, shall be made for emergency Work which may be required. Should Contractor desire to change its Contractor's Representative, Contractor shall provide the information specified above and obtain the City's written approval.

3.17.3 Termination. This Contract may be terminated by City at any time, either with or without cause, by giving Contractor three (3) days advance written notice. In the event of termination by City for any reason other than the fault of Contractor, City shall pay Contractor for all

Work performed up to that time as provided herein. In the event of breach of the Contract by Contractor, City may terminate the Contract immediately without notice, may reduce payment to Contractor in the amount necessary to offset City's resulting damages, and may pursue any other available recourse against Contractor. Contractor may not terminate this Contract except for cause. In the event this Contract is terminated in whole or in part as provided, City may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated. Further, if this Contract is terminated as provided, City may require Contractor to provide all finished or unfinished documents, data, diagrams, drawings, materials or other matter prepared or built by Contractor in connection with its performance of this Contract.

3.17.4 Contract Interpretation. Should any question arise regarding the meaning or import of any of the provisions of this Contract or written or oral instructions from City, the matter shall be referred to City's Representative, whose decision shall be binding upon Contractor.

3.17.5 Anti-Trust Claims. This provision shall be operative if this Contract is applicable to California Public Contract Code Section 7103.5. In entering into this Contract to supply goods, services or materials, Contractor hereby offers and agrees to assign to the 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 Contract. This assignment shall be made and become effective at the time the City tender final payment to Contractor, without further acknowledgment by the Parties.

3.17.6 Notices. All notices hereunder and communications regarding interpretation of the terms of the Contract or changes thereto shall be provided by the mailing thereof by registered or certified mail, return receipt requested, postage prepaid and addressed as follows:

CONTRACTOR:

MDJ Management, LLC
531 Main Street, #611
El Segundo, CA 90245
Attn: Matt McMillon, Project Manager

CITY:

City of Arcadia
240 West Huntington Drive
Arcadia, California 91066
Attn: Leo Martin, Project Manager

Any notice so given shall be considered received by the other Party three (3) days after deposit in the U.S. Mail as stated above and addressed to the Party at the above address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.17.7 Time of Essence. Time is of the essence in the performance of this Contract.

3.17.8 Assignment Forbidden. Contractor shall not, either voluntarily or by action of law, assign or transfer this Contract or any obligation, right, title or interest assumed by Contractor

herein without the prior written consent of City. If Contractor attempts an assignment or transfer of this Contract or any obligation, right, title or interest herein, City may, at its option, terminate and revoke the Contract and shall thereupon be relieved from any and all obligations to Contractor or its assignee or transferee.

3.17.9 No Third Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

3.17.10 Laws, Venue, and Attorneys' Fees. This Agreement shall be interpreted in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a state or federal court situated in the County of Los Angeles, State of California.

3.17.11 Counterparts. This Contract may be executed in counterparts, each of which shall constitute an original.

3.17.12 Successors. The Parties do for themselves, their heirs, executors, administrators, successors, and assigns agree to the full performance of all of the provisions contained in this Contract.

3.17.13 [Reserved]

3.17.14 Solicitation. Contractor maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Contract. Further, Contractor warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Contract. For breach or violation of this warranty, City shall have the right to terminate this Contract without liability.

3.17.15 Conflict of Interest. Contractor maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement. Further, Contractor warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Contract, no official, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Contract, or obtain any present or anticipated material benefit arising therefrom. In addition, Contractor agrees to file, or to cause its employees or subcontractors to file, a Statement of Economic Interest with the City's Filing Officer as required under state law in the performance of the Work.

3.17.16 Certification of License.

3.17.16.1 Contractor certifies that as of the date of execution of this Contract, Contractor has a current contractor's license of the classification indicated below under Contractor's signature.

3.17.16.2 Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four (4) years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within ten (10) years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, California 95826.

3.17.17 Authority to Enter Contract. Each Party warrants that the individuals who have signed this Contract have the legal power, right and authority to make this Contract and bind each respective Party.

3.17.18 Entire Contract; Modification. This Contract contains the entire agreement of the Parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Contract may only be modified by a writing signed by both Parties.

3.17.19 Non-Waiver. None of the provisions of this Agreement shall be considered waived by either party, unless such waiver is specifically specified in writing.

3.17.20 City's Right to Employ Other Contractors. City reserves right to employ other contractors in connection with this Project or other projects.

[SIGNATURES ON NEXT PAGE]

**SIGNATURE PAGE FOR CONSTRUCTION CONTRACT
BETWEEN THE CITY OF ARCADIA
AND MDJ MANAGEMENT, LLC**

IN WITNESS WHEREOF, the Parties have entered into this Agreement as of the _____
day of _____, 2026.

CITY OF ARCADIA

MDJ MANAGEMENT, LLC

By: _____
Dominic Lazaretto
City Manager

By: _____
Its: _____
Printed Name: _____

ATTEST:

By: _____
City Clerk

By: _____
Its: _____
Printed Name: _____

APPROVED AS TO FORM:

By: _____
Michael J. Maurer
City Attorney

EXHIBIT “A”

SERVICES / SCHEDULE

The project plan and proposal, **MDJ Management, LLC EZIQC Contract No. CA-R8-GB-101723-MDJ and Work Order No. 152154.00**, are incorporated into this Contract. (see Attachment “A”).

DRAFT



Work Order Signature Document

EZIQC Contract No.: CA-R8-GB-101723-MDJ

☒

New Work Order



Modify an Existing Work Order

Work Order Number.: 152154.00

Work Order Date: 03/31/2026

Work Order Title: Arcadia Library Painting and Carpet Replacement

Owner Name: City of Arcadia Public Works Services

Contractor Name: MDJ Management

Contact: Leonel Martin

Contact: Matt McMillon

Phone: (626) 254-2707

Phone: 310-490-1521

Work to be Performed

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of Sourcewell EZIQC Contract No CA-R8-GB-101723-MDJ.

Brief Work Order Description:

Painting and carpet replacement in select areas of the Arcadia Public Library

Time of Performance

Estimated Start Date:

Estimated Completion Date:

Liquidated Damages

Will apply:



Will not apply:



Work Order Firm Fixed Price: \$309,724.28

Owner Purchase Order Number:

Approvals

City of Arcadia Public Works Services Department _____ Date _____

MDJ Management _____ Date _____

Detailed Scope of Work

To: Matt McMillon
MDJ Management
531 Main St #611
El Segundo, CA 90245
310-490-1521

From: Leonel Martin
City of Arcadia Public Works Services Department
11800 Goldring Rd.
Arcadia, CA 91066
(626) 254-2707

Date Printed: March 31, 2026

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Brief Scope: Painting and carpet replacement in select areas of the Arcadia Public Library

☐**Preliminary**☐**Revised**☒**Final**

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

See attached.

Subject to the terms and conditions of EZIQC Contract **CA-R8-GB-101723-MDJ**.

MDJ Management

Date

City of Arcadia Public Works Services Department

Date

Contractor's Price Proposal - Summary

Date: March 31, 2026

Re: IQC Master Contract #: CA-R8-GB-101723-MDJ
 Work Order #: 152154.00
 Owner PO #:
 Title: Arcadia Library Painting and Carpet Replacement
 Contractor: MDJ Management
 Proposal Value: \$309,724.28

Account Service's Office	\$6,162.62
Account Services Main Room	\$13,128.89
Admin Office and Hallway	\$13,967.22
Administration Assistant's Office	\$3,042.34
Auditorium	\$38,022.41
Auditorium Alcove	\$7,195.26
Auditorium Entry	\$3,826.38
Auditorium Prep Room	\$2,096.73
Auditorium Restroom Entry Area	\$5,977.91
Carpet in front of Silent Room	\$27,401.85
Children's Supervisor's Office	\$6,981.67
Concrete Pillars	\$7,814.25
Conference Room	\$8,702.87
Copy Room	\$5,080.91
Directors Office	\$4,121.33
Entry Hallway	\$4,119.90
General	\$15,548.21
Hallway Both Sides	\$9,163.79
Imagination Theatre	\$27,553.81
Library Services Managers Office	\$5,599.10
Principal Adult Librarian's Office	\$5,331.06
Rear Exit Door	\$355.44
Rear Staff Hallway	\$15,166.34
Services Manager's Office	\$4,018.38
Sitting Area	\$2,426.53
Technical Services Supervisor's Office	\$6,174.07
Teen Study Area	\$60,745.00

Contractor's Price Proposal - Summary Continues..

Work Order Number: 152154.00
Work Order Title: Arcadia Library Painting and Carpet Replacement

Proposal Total	\$309,724.28
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This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Contractor's Price Proposal - Detail

Date: March 31, 2026

Re: IQC Master Contract #: CA-R8-GB-101723-MDJ
 Work Order #: 152154.00
 Owner PO #:
 Title: Arcadia Library Painting and Carpet Replacement
 Contractor: MDJ Management
 Proposal Value: \$309,724.28

Sect.	Item	Mod.	UOM	Description	Line Total
Labor	Equip.	Material	(Excludes)		
Account Service's Office					
1	01 56 16 00 0008		SF	6 Mil, Plastic Sheeting, Applied To FloorsIncludes removal after use.	\$85.51
				Quantity	Unit Price
			Installation	169.00 x 0.44 x 1.1500 =	Total 85.51
				Protect existing furniture, doors, ceiling, and window system	
2	01 56 16 00 0009		SF	6 Mil, Plastic Sheeting, Applied To WallsIncludes removal after use.	\$294.98
				Quantity	Unit Price
			Installation	450.00 x 0.57 x 1.1500 =	Total 294.97
				Protect existing furniture, doors, ceiling, and window system	
3	01 56 16 00 0010		SF	6 Mil, Plastic Sheeting, Applied To CeilingsIncludes removal after use.	\$147.71
				Quantity	Unit Price
			Installation	169.00 x 0.76 x 1.1500 =	Total 147.71
				Protect existing furniture, doors, ceiling, and window system	
4	09 01 20 91 0008		EA	Tape, Spackle And Finish Gypsum Board To Patch/Finish Small Diameter Holes Or Screw Head Pops	\$135.93
				Quantity	Unit Price
			Installation	60.00 x 1.97 x 1.1500 =	Total 135.93
				prep drywall for new paint	
5	09 01 20 91 0008 0048		MOD	For ASTM C840 Level 5 High Quality Finish, Add	\$100.74
				Quantity	Unit Price
			Installation	60.00 x 1.46 x 1.1500 =	Total 100.74
6	09 01 60 91 0014		SY	Chemical Prepare Existing Concrete Floor Prior To Installation Of Flooring	\$224.35
				Quantity	Unit Price
			Installation	21.00 x 9.29 x 1.1500 =	Total 224.35
				prep for carpet	
7	09 01 90 52 0014		SF	Hand Wash, Minor Repair And Light Sanding Drywall Surfaces, Surface Preparation	\$339.07
				Quantity	Unit Price
			Installation	468.00 x 0.63 x 1.1500 =	Total 339.07
				prep drywall for new paint	
8	09 01 90 52 0014 0327		MOD	For >250 To 500, Add	\$86.11
				Quantity	Unit Price
			Installation	468.00 x 0.16 x 1.1500 =	Total 86.11
9	09 01 90 52 0043		SF	Sanding Wood Trim Surfaces, Surface Preparation	\$23.07
				Quantity	Unit Price
			Installation	17.00 x 1.18 x 1.1500 =	Total 23.07
				prep wood trim and door frames for paint	
10	09 01 90 52 0043 0332		MOD	For Up To 100, Add	\$16.23
				Quantity	Unit Price
			Installation	17.00 x 0.83 x 1.1500 =	Total 16.23

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Account Service's Office

11	09 65 13 13 0010	LF	4" High, 1/8" Thick, Type TP Thermoplastic Rubber Wall Base, All Colors						\$421.59
			Quantity	Unit Price	Factor	=	Total		
		Installation	52.00 x	5.84 x	1.1500	=	349.23		
		Demolition	52.00 x	1.21 x	1.1500	=	72.36		
		removal of existing and installation of new							
12	09 65 13 13 0010 0427	MOD	For >40 To 80, Add						\$24.52
			Quantity	Unit Price	Factor	=	Total		
		Installation	52.00 x	0.41 x	1.1500	=	24.52		
13	09 68 13 00 0246	SY	CLOTH ECOWORX® 32 Ounce, Patterned, Nylon Carpet Tile						\$2,420.31
			Quantity	Unit Price	Factor	=	Total		
		Installation	21.00 x	94.40 x	1.1500	=	2,279.76		
		Demolition	21.00 x	5.82 x	1.1500	=	140.55		
		removal of existing and installation of new							
14	09 68 13 00 0246 0435	MOD	For >15 To 33, Add						\$34.53
			Quantity	Unit Price	Factor	=	Total		
		Installation	21.00 x	1.43 x	1.1500	=	34.53		
15	09 91 23 00 0062	LF	1 Coat Paint, Cut-in Brush Work, Paint Interior Plaster/Drywall Walls						\$26.68
			Quantity	Unit Price	Factor	=	Total		
		Installation	145.00 x	0.16 x	1.1500	=	26.68		
		primer, paint, and rollback with roller							
16	09 91 23 00 0062 0280	MOD	For >100 To 250, Add						\$8.34
			Quantity	Unit Price	Factor	=	Total		
		Installation	145.00 x	0.05 x	1.1500	=	8.34		
17	09 91 23 00 0066	SF	1 Coat Primer, Brush/Roller Work, Paint Interior Plaster/Drywall Walls						\$403.65
			Quantity	Unit Price	Factor	=	Total		
		Installation	468.00 x	0.75 x	1.1500	=	403.65		
		primer, paint, and rollback with roller							
18	09 91 23 00 0066 0281	MOD	For >250 To 500, Add						\$53.82
			Quantity	Unit Price	Factor	=	Total		
		Installation	468.00 x	0.10 x	1.1500	=	53.82		
19	09 91 23 00 0067	SF	1 Coat Paint, Brush/Roller Work, Paint Interior Plaster/Drywall Walls						\$462.85
			Quantity	Unit Price	Factor	=	Total		
		Installation	468.00 x	0.86 x	1.1500	=	462.85		
		primer, paint, and rollback with roller							
20	09 91 23 00 0067 0281	MOD	For >250 To 500, Add						\$59.20
			Quantity	Unit Price	Factor	=	Total		
		Installation	468.00 x	0.11 x	1.1500	=	59.20		
21	09 91 23 00 0071	SF	2 Coats Paint, Sprayed, Paint Interior Plaster/Drywall Walls						\$640.46
			Quantity	Unit Price	Factor	=	Total		
		Installation	468.00 x	1.19 x	1.1500	=	640.46		
		primer, paint, and rollback with roller							
22	09 91 23 00 0071 0281	MOD	For >250 To 500, Add						\$75.35
			Quantity	Unit Price	Factor	=	Total		
		Installation	468.00 x	0.14 x	1.1500	=	75.35		
23	09 91 23 00 0250	LF	1 Coat Primer, Brush/Roller Work, Paint Interior Wood Door Frame And Trim						\$23.07
			Quantity	Unit Price	Factor	=	Total		
		Installation	17.00 x	1.18 x	1.1500	=	23.07		
		prime and paint 2 wood door frames							

Work Order Number: 152154.00
Work Order Title: Arcadia Library Painting and Carpet Replacement

Contractor's Price Proposal - Detail Page 3 of 39
3/31/2026

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Account Services Main Room

36	09	01	90	52	0043	0333	MOD	For >100 To 250, Add										\$45.75
							Installation	Quantity	Unit Price	Factor	=	Total						
								102.00	0.39	1.1500		45.75						
								x	x									
37	09	91	23	00	0062		LF	1 Coat Paint, Cut-in Brush Work, Paint Interior Plaster/Drywall Walls										\$170.75
							Installation	Quantity	Unit Price	Factor	=	Total						
								928.00	0.16	1.1500		170.75						
								x	x									
								primer, paint, and rollback with roller										
38	09	91	23	00	0066		SF	1 Coat Primer, Brush/Roller Work, Paint Interior Plaster/Drywall Walls										\$1,650.83
							Installation	Quantity	Unit Price	Factor	=	Total						
								1,914.00	0.75	1.1500		1,650.83						
								x	x									
								primer, paint, and rollback with roller										
39	09	91	23	00	0067		SF	1 Coat Paint, Brush/Roller Work, Paint Interior Plaster/Drywall Walls										\$1,892.95
							Installation	Quantity	Unit Price	Factor	=	Total						
								1,914.00	0.86	1.1500		1,892.95						
								x	x									
								primer, paint, and rollback with roller										
40	09	91	23	00	0071		SF	2 Coats Paint, Sprayed, Paint Interior Plaster/Drywall Walls										\$2,619.31
							Installation	Quantity	Unit Price	Factor	=	Total						
								1,914.00	1.19	1.1500		2,619.31						
								x	x									
								primer, paint, and rollback with roller										
41	09	91	23	00	0250		LF	1 Coat Primer, Brush/Roller Work, Paint Interior Wood Door Frame And Trim										\$138.41
							Installation	Quantity	Unit Price	Factor	=	Total						
								102.00	1.18	1.1500		138.41						
								x	x									
								prime and paint wood door frames										
42	09	91	23	00	0250	0289	MOD	For Oil Based Paint, Add										\$8.21
							Installation	Quantity	Unit Price	Factor	=	Total						
								102.00	0.07	1.1500		8.21						
								x	x									
43	09	91	23	00	0252		LF	2 Coats Paint, Brush/Roller Work, Paint Interior Wood Door Frame And Trim										\$302.63
							Installation	Quantity	Unit Price	Factor	=	Total						
								102.00	2.58	1.1500		302.63						
								x	x									
								prime and paint wood door frames										
44	09	91	23	00	0252	0289	MOD	For Oil Based Paint, Add										\$16.42
							Installation	Quantity	Unit Price	Factor	=	Total						
								102.00	0.14	1.1500		16.42						
								x	x									

Subtotal for Account Services Main Room

\$13,128.89

Admin Office and Hallway

45	01	56	16	00	0008		SF	6 Mil, Plastic Sheeting, Applied To FloorsIncludes removal after use.										\$177.61
							Installation	Quantity	Unit Price	Factor	=	Total						
								351.00	0.44	1.1500		177.61						
								x	x									
								Protect existing furniture, doors, chair rail, and ceiling										
46	01	56	16	00	0009		SF	6 Mil, Plastic Sheeting, Applied To WallsIncludes removal after use.										\$220.25
							Installation	Quantity	Unit Price	Factor	=	Total						
								336.00	0.57	1.1500		220.25						
								x	x									
								Protect existing furniture, doors, chair rail, and ceiling										
47	01	56	16	00	0010		SF	6 Mil, Plastic Sheeting, Applied To CeilingsIncludes removal after use.										\$306.77
							Installation	Quantity	Unit Price	Factor	=	Total						
								351.00	0.76	1.1500		306.77						
								x	x									
								Protect existing furniture, doors, chair rail, and ceiling										

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Admin Office and Hallway

48	09 01 20 91 0008	EA	Tape, Spackle And Finish Gypsum Board To Patch/Finish Small Diameter Holes Or Screw Head Pops						\$192.57
		Installation	Quantity	Unit Price	Factor	=	Total		
			85.00 x	1.97 x	1.1500	=	192.57		
			prep drywall for new paint						
49	09 01 20 91 0008 0048	MOD	For ASTM C840 Level 5 High Quality Finish, Add						\$142.72
		Installation	Quantity	Unit Price	Factor	=	Total		
			85.00 x	1.46 x	1.1500	=	142.72		
50	09 01 60 91 0014	SY	Chemical Prepare Existing Concrete Floor Prior To Installation Of Flooring						\$459.39
		Installation	Quantity	Unit Price	Factor	=	Total		
			43.00 x	9.29 x	1.1500	=	459.39		
			prep for new carpet tiles						
51	09 01 90 52 0014	SF	Hand Wash, Minor Repair And Light Sanding Drywall Surfaces, Surface Preparation						\$945.47
		Installation	Quantity	Unit Price	Factor	=	Total		
			1,305.00 x	0.63 x	1.1500	=	945.47		
			prep drywall for new paint						
52	09 01 90 52 0043	SF	Sanding Wood Trim Surfaces, Surface Preparation						\$522.45
		Installation	Quantity	Unit Price	Factor	=	Total		
			385.00 x	1.18 x	1.1500	=	522.45		
			prep wood trim and door frames for paint						
53	09 01 90 52 0043 0334	MOD	For >250 To 500, Add						\$75.27
		Installation	Quantity	Unit Price	Factor	=	Total		
			385.00 x	0.17 x	1.1500	=	75.27		
54	09 65 13 13 0010	LF	4" High, 1/8" Thick, Type TP Thermoplastic Rubber Wall Base, All Colors						\$1,175.59
		Installation	Quantity	Unit Price	Factor	=	Total		
			145.00 x	5.84 x	1.1500	=	973.82		
		Demolition	Quantity	Unit Price	Factor	=	Total		
			145.00 x	1.21 x	1.1500	=	201.77		
			removal of existing and installation of new						
55	09 68 13 00 0246	SY	CLOTH ECOWORX® 32 Ounce, Patterned, Nylon Carpet Tile						\$4,955.88
		Installation	Quantity	Unit Price	Factor	=	Total		
			43.00 x	94.40 x	1.1500	=	4,668.08		
		Demolition	Quantity	Unit Price	Factor	=	Total		
			43.00 x	5.82 x	1.1500	=	287.80		
			removal of existing and installation of new						
56	09 91 23 00 0062	LF	1 Coat Paint, Cut-in Brush Work, Paint Interior Plaster/Drywall Walls						\$125.49
		Installation	Quantity	Unit Price	Factor	=	Total		
			682.00 x	0.16 x	1.1500	=	125.49		
			primer, paint, and rollback with roller						
57	09 91 23 00 0066	SF	1 Coat Primer, Brush/Roller Work, Paint Interior Plaster/Drywall Walls						\$1,125.56
		Installation	Quantity	Unit Price	Factor	=	Total		
			1,305.00 x	0.75 x	1.1500	=	1,125.56		
			primer, paint, and rollback with roller						
58	09 91 23 00 0067	SF	1 Coat Paint, Brush/Roller Work, Paint Interior Plaster/Drywall Walls						\$1,290.65
		Installation	Quantity	Unit Price	Factor	=	Total		
			1,305.00 x	0.86 x	1.1500	=	1,290.65		
			primer, paint, and rollback with roller						
59	09 91 23 00 0071	SF	2 Coats Paint, Sprayed, Paint Interior Plaster/Drywall Walls						\$1,785.89
		Installation	Quantity	Unit Price	Factor	=	Total		
			1,305.00 x	1.19 x	1.1500	=	1,785.89		
			primer, paint, and rollback with roller						

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Admin Office and Hallway

60	09	91	23	00	0250	LF	1 Coat Primer, Brush/Roller Work, Paint Interior Wood Door Frame And Trim									\$138.41
							Installation	Quantity	Unit Price	Factor	=	Total				
								102.00	1.18	1.1500		138.41				
							prime and paint wood door frames									
61	09	91	23	00	0250	0289	MOD	For Oil Based Paint, Add								\$8.21
							Installation	Quantity	Unit Price	Factor	=	Total				
								102.00	0.07	1.1500		8.21				
62	09	91	23	00	0252	LF	2 Coats Paint, Brush/Roller Work, Paint Interior Wood Door Frame And Trim									\$302.63
							Installation	Quantity	Unit Price	Factor	=	Total				
								102.00	2.58	1.1500		302.63				
							prime and paint wood door frames									
63	09	91	23	00	0252	0289	MOD	For Oil Based Paint, Add								\$16.42
							Installation	Quantity	Unit Price	Factor	=	Total				
								102.00	0.14	1.1500		16.42				

Subtotal for Admin Office and Hallway

\$13,967.22

Administration Assistant's Office

64	09	01	60	91	0014	SY	Chemical Prepare Existing Concrete Floor Prior To Installation Of Flooring									\$192.30
							Installation	Quantity	Unit Price	Factor	=	Total				
								18.00	9.29	1.1500		192.30				
							prep for paint									
65	09	65	13	13	0010	LF	4" High, 1/8" Thick, Type TP Thermoplastic Rubber Wall Base, All Colors									\$745.89
							Installation	Quantity	Unit Price	Factor	=	Total				
								92.00	5.84	1.1500		617.87				
							Demolition	Quantity	Unit Price	Factor	=	Total				
								92.00	1.21	1.1500		128.02				
							removal of existing and installation of new									
66	09	68	13	00	0246	SY	CLOTH ECOWORX® 32 Ounce, Patterned, Nylon Carpet Tile									\$2,074.55
							Installation	Quantity	Unit Price	Factor	=	Total				
								18.00	94.40	1.1500		1,954.08				
							Demolition	Quantity	Unit Price	Factor	=	Total				
								18.00	5.82	1.1500		120.47				
							removal of existing and installation of new									
67	09	68	13	00	0246	0435	MOD	For >15 To 33, Add								\$29.60
							Installation	Quantity	Unit Price	Factor	=	Total				
								18.00	1.43	1.1500		29.60				

Subtotal for Administration Assistant's Office

\$3,042.34

Auditorium

68	01	56	16	00	0008	SF	6 Mil, Plastic Sheeting, Applied To FloorsIncludes removal after use.									\$1,360.13
							Installation	Quantity	Unit Price	Factor	=	Total				
								2,688.00	0.44	1.1500		1,360.13				
							Protect existing furniture, doors, items remaining on walls, ceiling, wall panels, stage, walls not in scope, and floors									
69	01	56	16	00	0009	SF	6 Mil, Plastic Sheeting, Applied To WallsIncludes removal after use.									\$2,442.39
							Installation	Quantity	Unit Price	Factor	=	Total				
								3,726.00	0.57	1.1500		2,442.39				
							Protect existing furniture, doors, items remaining on walls, ceiling, wall panels, stage, walls not in scope, and floors									

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Auditorium

70	01 56 16 00 0010	SF	6 Mil, Plastic Sheeting, Applied To CeilingsIncludes removal after use.							\$2,349.31
			Quantity	Unit Price	Factor	=	Total			
		Installation	2,688.00 x	0.76 x	1.1500	=	2,349.31			
			Protect existing furniture, doors, items remaining on walls, ceiling, wall panels, stage, walls not in scope, and floors							
71	09 01 60 91 0014	SY	Chemical Prepare Existing Concrete Floor Prior To Installation Of Flooring							\$2,211.48
			Quantity	Unit Price	Factor	=	Total			
		Installation	207.00 x	9.29 x	1.1500	=	2,211.48			
			prep for new carpet tiles							
72	09 01 90 52 0043	SF	Sanding Wood Trim Surfaces, Surface Preparation							\$522.45
			Quantity	Unit Price	Factor	=	Total			
		Installation	385.00 x	1.18 x	1.1500	=	522.45			
			prep wood trim and door frames for paint							
73	09 01 90 52 0043 0334	MOD	For >250 To 500, Add							\$68.03
			Quantity	Unit Price	Factor	=	Total			
		Installation	348.00 x	0.17 x	1.1500	=	68.03			
74	09 65 13 13 0010	LF	4" High, 1/8" Thick, Type TP Thermoplastic Rubber Wall Base, All Colors							\$1,864.73
			Quantity	Unit Price	Factor	=	Total			
		Installation	230.00 x	5.84 x	1.1500	=	1,544.68			
		Demolition	230.00 x	1.21 x	1.1500	=	320.05			
			removal of existing and installation of new							
75	09 68 13 00 0246	SY	CLOTH ECOWORX® 32 Ounce, Patterned, Nylon Carpet Tile							\$23,857.37
			Quantity	Unit Price	Factor	=	Total			
		Installation	207.00 x	94.40 x	1.1500	=	22,471.92			
		Demolition	207.00 x	5.82 x	1.1500	=	1,385.45			
			removal of existing and installation of new carpet tiles							
76	09 91 23 00 0250	LF	1 Coat Primer, Brush/Roller Work, Paint Interior Wood Door Frame And Trim							\$50.21
			Quantity	Unit Price	Factor	=	Total			
		Installation	37.00 x	1.18 x	1.1500	=	50.21			
			prime and paint 2 wood door frames							
77	09 91 23 00 0250 0289	MOD	For Oil Based Paint, Add							\$2.98
			Quantity	Unit Price	Factor	=	Total			
		Installation	37.00 x	0.07 x	1.1500	=	2.98			
78	09 91 23 00 0252	LF	2 Coats Paint, Brush/Roller Work, Paint Interior Wood Door Frame And Trim							\$109.78
			Quantity	Unit Price	Factor	=	Total			
		Installation	37.00 x	2.58 x	1.1500	=	109.78			
			prime and paint 2 wood door frames							
79	09 91 23 00 0252 0289	MOD	For Oil Based Paint, Add							\$5.96
			Quantity	Unit Price	Factor	=	Total			
		Installation	37.00 x	0.14 x	1.1500	=	5.96			
80	09 91 23 00 0351	SF	1 Coat Primer, Brush Work, Paint Interior Wood Trim							\$996.50
			Quantity	Unit Price	Factor	=	Total			
		Installation	348.00 x	2.49 x	1.1500	=	996.50			
			prime and paint wood trim							
81	09 91 23 00 0351 0310	MOD	For Oil Based Paint, Add							\$56.03
			Quantity	Unit Price	Factor	=	Total			
		Installation	348.00 x	0.14 x	1.1500	=	56.03			

Work Order Number: 152154.00
Work Order Title: Arcadia Library Painting and Carpet Replacement

Contractor's Price Proposal - Detail Page 8 of 39
3/31/2026

Work Order Number: 152154.00
Work Order Title: Arcadia Library Painting and Carpet Replacement

Contractor's Price Proposal - Detail Page 9 of 39
3/31/2026

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Auditorium Alcove

106	09	91	23	00	0071	0281	MOD	For >250 To 500, Add										\$64.40
							Installation	Quantity	Unit Price	Factor	=	Total						
								400.00	0.14	1.1500		64.40						
								x	x									
107	09	91	23	00	0250		LF	1 Coat Primer, Brush/Roller Work, Paint Interior Wood Door Frame And Trim										\$138.41
							Installation	Quantity	Unit Price	Factor	=	Total						
								102.00	1.18	1.1500		138.41						
								x	x									
								prime and paint 2 wood door frames										
108	09	91	23	00	0250	0289	MOD	For Oil Based Paint, Add										\$8.21
							Installation	Quantity	Unit Price	Factor	=	Total						
								102.00	0.07	1.1500		8.21						
								x	x									
109	09	91	23	00	0252		LF	2 Coats Paint, Brush/Roller Work, Paint Interior Wood Door Frame And Trim										\$302.63
							Installation	Quantity	Unit Price	Factor	=	Total						
								102.00	2.58	1.1500		302.63						
								x	x									
								prime and paint 2 wood door frames										
110	09	91	23	00	0252	0289	MOD	For Oil Based Paint, Add										\$16.42
							Installation	Quantity	Unit Price	Factor	=	Total						
								102.00	0.14	1.1500		16.42						
								x	x									

Subtotal for Auditorium Alcove

\$7,195.26

Auditorium Entry

111	01	56	16	00	0008		SF	6 Mil, Plastic Sheeting, Applied To FloorsIncludes removal after use.										\$85.01
							Installation	Quantity	Unit Price	Factor	=	Total						
								168.00	0.44	1.1500		85.01						
								x	x									
								Protect existing furniture, doors, items remaining on walls, and floors										
112	01	56	16	00	0009		SF	6 Mil, Plastic Sheeting, Applied To WallsIncludes removal after use.										\$340.86
							Installation	Quantity	Unit Price	Factor	=	Total						
								520.00	0.57	1.1500		340.86						
								x	x									
								Protect existing furniture, doors, items remaining on walls, and floors										
113	01	56	16	00	0010		SF	6 Mil, Plastic Sheeting, Applied To CeilingsIncludes removal after use.										\$146.83
							Installation	Quantity	Unit Price	Factor	=	Total						
								168.00	0.76	1.1500		146.83						
								x	x									
								Protect existing furniture, doors, items remaining on walls, and floors										
114	09	01	20	91	0008		EA	Tape, Spackle And Finish Gypsum Board To Patch/Finish Small Diameter Holes Or Screw Head Pops										\$192.57
							Installation	Quantity	Unit Price	Factor	=	Total						
								85.00	1.97	1.1500		192.57						
								x	x									
								prep drywall for new paint										
115	09	01	20	91	0008	0048	MOD	For ASTM C840 Level 5 High Quality Finish, Add										\$142.72
							Installation	Quantity	Unit Price	Factor	=	Total						
								85.00	1.46	1.1500		142.72						
								x	x									
116	09	01	90	52	0014		SF	Hand Wash, Minor Repair And Light Sanding Drywall Surfaces, Surface Preparation										\$376.74
							Installation	Quantity	Unit Price	Factor	=	Total						
								520.00	0.63	1.1500		376.74						
								x	x									
								prep drywall for new paint										
117	09	01	90	52	0043		SF	Sanding Wood Trim Surfaces, Surface Preparation										\$92.28
							Installation	Quantity	Unit Price	Factor	=	Total						
								68.00	1.18	1.1500		92.28						
								x	x									
								prep wood trim and door frames for paint										

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Auditorium Entry

118	09	01	90	52	0043	0332	MOD	For Up To 100, Add										\$64.91
							Installation	Quantity	68.00	x	Unit Price	0.83	x	Factor	1.1500	=	Total	64.91
119	09	65	13	13	0010		LF	4" High, 1/8" Thick, Type TP Thermoplastic Rubber Wall Base, All Colors										\$324.30
							Installation	Quantity	40.00	x	Unit Price	5.84	x	Factor	1.1500	=	Total	268.64
							Demolition	Quantity	40.00	x	Unit Price	1.21	x	Factor	1.1500	=	Total	55.66
								removal of existing and installation of new										
120	09	65	13	13	0010	0426	MOD	For >20 To 40, Add										\$49.22
							Installation	Quantity	40.00	x	Unit Price	1.07	x	Factor	1.1500	=	Total	49.22
121	09	91	23	00	0062		LF	1 Coat Paint, Cut-in Brush Work, Paint Interior Plaster/Drywall Walls										\$19.87
							Installation	Quantity	108.00	x	Unit Price	0.16	x	Factor	1.1500	=	Total	19.87
								primer, paint, and rollback with roller										
122	09	91	23	00	0062	0280	MOD	For >100 To 250, Add										\$6.21
							Installation	Quantity	108.00	x	Unit Price	0.05	x	Factor	1.1500	=	Total	6.21
123	09	91	23	00	0066		SF	1 Coat Primer, Brush/Roller Work, Paint Interior Plaster/Drywall Walls										\$448.50
							Installation	Quantity	520.00	x	Unit Price	0.75	x	Factor	1.1500	=	Total	448.50
								primer, paint, and rollback with roller										
124	09	91	23	00	0067		SF	1 Coat Paint, Brush/Roller Work, Paint Interior Plaster/Drywall Walls										\$514.28
							Installation	Quantity	520.00	x	Unit Price	0.86	x	Factor	1.1500	=	Total	514.28
								primer, paint, and rollback with roller										
125	09	91	23	00	0071		SF	2 Coats Paint, Sprayed, Paint Interior Plaster/Drywall Walls										\$711.62
							Installation	Quantity	520.00	x	Unit Price	1.19	x	Factor	1.1500	=	Total	711.62
								primer, paint, and rollback with roller										
126	09	91	23	00	0250		LF	1 Coat Primer, Brush/Roller Work, Paint Interior Wood Door Frame And Trim										\$92.28
							Installation	Quantity	68.00	x	Unit Price	1.18	x	Factor	1.1500	=	Total	92.28
								prime and paint 3 wood door frames										
127	09	91	23	00	0250	0289	MOD	For Oil Based Paint, Add										\$5.47
							Installation	Quantity	68.00	x	Unit Price	0.07	x	Factor	1.1500	=	Total	5.47
128	09	91	23	00	0252		LF	2 Coats Paint, Brush/Roller Work, Paint Interior Wood Door Frame And Trim										\$201.76
							Installation	Quantity	68.00	x	Unit Price	2.58	x	Factor	1.1500	=	Total	201.76
								prime and paint 3 wood door frames										
129	09	91	23	00	0252	0289	MOD	For Oil Based Paint, Add										\$10.95
							Installation	Quantity	68.00	x	Unit Price	0.14	x	Factor	1.1500	=	Total	10.95

Subtotal for Auditorium Entry

\$3,826.38

Auditorium Prep Room

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Auditorium Prep Room

130	01	56	16	00	0008	SF	6 Mil, Plastic Sheeting, Applied To Floors	Includes removal after use.										\$35.42
							Quantity	Unit Price	Factor	=	Total							
						Installation	70.00	x	0.44	x	1.1500	=	35.42					
							Protect existing furniture, doors, cabinets, countertops, items remaining on walls, and floors											
131	01	56	16	00	0009	SF	6 Mil, Plastic Sheeting, Applied To Walls	Includes removal after use.										\$178.30
							Quantity	Unit Price	Factor	=	Total							
						Installation	272.00	x	0.57	x	1.1500	=	178.30					
							Protect existing furniture, doors, cabinets, countertops, items remaining on walls, and floors											
132	01	56	16	00	0010	SF	6 Mil, Plastic Sheeting, Applied To Ceilings	Includes removal after use.										\$61.18
							Quantity	Unit Price	Factor	=	Total							
						Installation	70.00	x	0.76	x	1.1500	=	61.18					
							Protect existing furniture, doors, cabinets, countertops, items remaining on walls, and floors											
133	09	01	20	91	0008	EA	Tape, Spackle And Finish Gypsum Board To Patch/Finish Small Diameter Holes Or Screw Head Pops											\$56.64
							Quantity	Unit Price	Factor	=	Total							
						Installation	25.00	x	1.97	x	1.1500	=	56.64					
							prep drywall for new paint											
134	09	01	20	91	0008	0048	MOD	For ASTM C840 Level 5 High Quality Finish, Add										\$41.98
							Quantity	Unit Price	Factor	=	Total							
						Installation	25.00	x	1.46	x	1.1500	=	41.98					
135	09	01	90	52	0014	SF	Hand Wash, Minor Repair And Light Sanding Drywall Surfaces, Surface Preparation											\$247.78
							Quantity	Unit Price	Factor	=	Total							
						Installation	342.00	x	0.63	x	1.1500	=	247.78					
							prep drywall for new paint											
136	09	01	90	52	0014	0327	MOD	For >250 To 500, Add										\$62.93
							Quantity	Unit Price	Factor	=	Total							
						Installation	342.00	x	0.16	x	1.1500	=	62.93					
137	09	91	23	00	0062	LF	1 Coat Paint, Cut-in Brush Work, Paint Interior Plaster/Drywall Walls											\$11.96
							Quantity	Unit Price	Factor	=	Total							
						Installation	65.00	x	0.16	x	1.1500	=	11.96					
							primer, paint, and rollback with roller											
138	09	91	23	00	0062	0279	MOD	For Up To 100, Add										\$8.22
							Quantity	Unit Price	Factor	=	Total							
						Installation	65.00	x	0.11	x	1.1500	=	8.22					
139	09	91	23	00	0066	SF	1 Coat Primer, Brush/Roller Work, Paint Interior Plaster/Drywall Walls											\$234.60
							Quantity	Unit Price	Factor	=	Total							
						Installation	272.00	x	0.75	x	1.1500	=	234.60					
							primer, paint, and rollback with roller											
140	09	91	23	00	0066	0281	MOD	For >250 To 500, Add										\$31.28
							Quantity	Unit Price	Factor	=	Total							
						Installation	272.00	x	0.10	x	1.1500	=	31.28					
141	09	91	23	00	0067	SF	1 Coat Paint, Brush/Roller Work, Paint Interior Plaster/Drywall Walls											\$269.01
							Quantity	Unit Price	Factor	=	Total							
						Installation	272.00	x	0.86	x	1.1500	=	269.01					
							primer, paint, and rollback with roller											
142	09	91	23	00	0067	0281	MOD	For >250 To 500, Add										\$34.41
							Quantity	Unit Price	Factor	=	Total							
						Installation	272.00	x	0.11	x	1.1500	=	34.41					

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Auditorium Prep Room

143	09	91	23	00	0071	SF	2 Coats Paint, Sprayed, Paint Interior Plaster/Drywall Walls											\$372.23
						Installation	Quantity		Unit Price		Factor	=	Total					
							272.00	x	1.19	x	1.1500		372.23					
							primer, paint, and rollback with roller											
144	09	91	23	00	0071	0281	MOD	For >250 To 500, Add										\$43.79
							Installation	Quantity	Unit Price		Factor	=	Total					
								272.00	x	0.14	x	1.1500		43.79				
							primer, paint, and rollback with roller											
145	09	91	23	00	0155		LF	1 Coat Paint, Cut-in Brush Work, Paint Interior Drywall/Plaster Ceiling										\$7.04
							Installation	Quantity	Unit Price		Factor	=	Total					
								34.00	x	0.18	x	1.1500		7.04				
							primer, paint, and rollback with roller											
146	09	91	23	00	0155	0279	MOD	For Up To 100, Add										\$4.69
							Installation	Quantity	Unit Price		Factor	=	Total					
								34.00	x	0.12	x	1.1500		4.69				
147	09	91	23	00	0159		SF	1 Coat Primer, Brush/Roller Work, Paint Interior Drywall/Plaster Ceiling										\$70.84
							Installation	Quantity	Unit Price		Factor	=	Total					
								70.00	x	0.88	x	1.1500		70.84				
							primer, paint, and rollback with roller											
148	09	91	23	00	0159	0279	MOD	For Up To 100, Add										\$45.08
							Installation	Quantity	Unit Price		Factor	=	Total					
								70.00	x	0.56	x	1.1500		45.08				
149	09	91	23	00	0160		SF	1 Coat Paint, Brush/Roller Work, Paint Interior Drywall/Plaster Ceiling										\$70.04
							Installation	Quantity	Unit Price		Factor	=	Total					
								70.00	x	0.87	x	1.1500		70.04				
							primer, paint, and rollback with roller											
150	09	91	23	00	0160	0279	MOD	For Up To 100, Add										\$45.89
							Installation	Quantity	Unit Price		Factor	=	Total					
								70.00	x	0.57	x	1.1500		45.89				
151	09	91	23	00	0164		SF	2 Coats Paint, Sprayed, Paint Interior Drywall/Plaster Ceiling										\$103.04
							Installation	Quantity	Unit Price		Factor	=	Total					
								70.00	x	1.28	x	1.1500		103.04				
							primer, paint, and rollback with roller											
152	09	91	23	00	0164	0279	MOD	For Up To 100, Add										\$60.38
							Installation	Quantity	Unit Price		Factor	=	Total					
								70.00	x	0.75	x	1.1500		60.38				

Subtotal for Auditorium Prep Room

\$2,096.73

Auditorium Restroom Entry Area

153	01	56	16	00	0008	SF	6 Mil, Plastic Sheeting, Applied To FloorsIncludes removal after use.											\$569.25
						Installation	Quantity		Unit Price		Factor	=	Total					
							1,125.00	x	0.44	x	1.1500		569.25					
							for protection of existing doors, cabinets, ...											
154	01	56	16	00	0009	SF	6 Mil, Plastic Sheeting, Applied To WallsIncludes removal after use.											\$332.99
						Installation	Quantity		Unit Price		Factor	=	Total					
							508.00	x	0.57	x	1.1500		332.99					
							for protection of existing doors, cabinets, ...											

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Auditorium Restroom Entry Area

155	01 56 16 00 0010	SF	6 Mil, Plastic Sheeting, Applied To CeilingsIncludes removal after use.						\$1,070.65
		Installation	Quantity	Unit Price	Factor	=	Total		
			1,225.00 x	0.76 x	1.1500	=	1,070.65		
			for protection of existing doors, cabinets, ...						
156	09 01 20 91 0008	EA	Tape, Spackle And Finish Gypsum Board To Patch/Finish Small Diameter Holes Or Screw Head Pops						\$192.57
		Installation	Quantity	Unit Price	Factor	=	Total		
			85.00 x	1.97 x	1.1500	=	192.57		
			prep drywall for new paint						
157	09 01 20 91 0008 0048	MOD	For ASTM C840 Level 5 High Quality Finish, Add						\$142.72
		Installation	Quantity	Unit Price	Factor	=	Total		
			85.00 x	1.46 x	1.1500	=	142.72		
158	09 01 90 52 0014	SF	Hand Wash, Minor Repair And Light Sanding Drywall Surfaces, Surface Preparation						\$382.54
		Installation	Quantity	Unit Price	Factor	=	Total		
			528.00 x	0.63 x	1.1500	=	382.54		
			prep drywall for new paint						
159	09 01 90 52 0043	SF	Sanding Wood Trim Surfaces, Surface Preparation						\$115.35
		Installation	Quantity	Unit Price	Factor	=	Total		
			85.00 x	1.18 x	1.1500	=	115.35		
			prep wood trim and door frames for paint						
160	09 01 90 52 0043 0332	MOD	For Up To 100, Add						\$81.13
		Installation	Quantity	Unit Price	Factor	=	Total		
			85.00 x	0.83 x	1.1500	=	81.13		
161	09 65 13 13 0010	LF	4" High, 1/8" Thick, Type TP Thermoplastic Rubber Wall Base, All Colors						\$916.15
		Installation	Quantity	Unit Price	Factor	=	Total		
			113.00 x	5.84 x	1.1500	=	758.91		
		Demolition	Quantity	Unit Price	Factor	=	Total		
			113.00 x	1.21 x	1.1500	=	157.24		
			removal of existing and installation of new						
162	09 91 23 00 0062	LF	1 Coat Paint, Cut-in Brush Work, Paint Interior Plaster/Drywall Walls						\$76.73
		Installation	Quantity	Unit Price	Factor	=	Total		
			417.00 x	0.16 x	1.1500	=	76.73		
			primer, paint, and rollback with roller						
163	09 91 23 00 0062 0281	MOD	For >250 To 500, Add						\$9.59
		Installation	Quantity	Unit Price	Factor	=	Total		
			417.00 x	0.02 x	1.1500	=	9.59		
164	09 91 23 00 0066	SF	1 Coat Primer, Brush/Roller Work, Paint Interior Plaster/Drywall Walls						\$455.40
		Installation	Quantity	Unit Price	Factor	=	Total		
			528.00 x	0.75 x	1.1500	=	455.40		
			primer, paint, and rollback with roller						
165	09 91 23 00 0067	SF	1 Coat Paint, Brush/Roller Work, Paint Interior Plaster/Drywall Walls						\$522.19
		Installation	Quantity	Unit Price	Factor	=	Total		
			528.00 x	0.86 x	1.1500	=	522.19		
			primer, paint, and rollback with roller						
166	09 91 23 00 0071	SF	2 Coats Paint, Sprayed, Paint Interior Plaster/Drywall Walls						\$722.57
		Installation	Quantity	Unit Price	Factor	=	Total		
			528.00 x	1.19 x	1.1500	=	722.57		
			primer, paint, and rollback with roller						

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Auditorium Restroom Entry Area

167	09	91	23	00	0250	LF	1 Coat Primer, Brush/Roller Work, Paint Interior Wood Door Frame And Trim						\$115.35
							Quantity	Unit Price	Factor	=	Total		
						Installation	85.00 x	1.18 x	1.1500	=	115.35		
							prime and paint 2 wood door frames						
168	09	91	23	00	0250	0289	MOD	For Oil Based Paint, Add					\$6.84
							Quantity	Unit Price	Factor	=	Total		
						Installation	85.00 x	0.07 x	1.1500	=	6.84		
169	09	91	23	00	0252	LF	2 Coats Paint, Brush/Roller Work, Paint Interior Wood Door Frame And Trim						\$252.20
							Quantity	Unit Price	Factor	=	Total		
						Installation	85.00 x	2.58 x	1.1500	=	252.20		
							prime and paint 2 wood door frames						
170	09	91	23	00	0252	0289	MOD	For Oil Based Paint, Add					\$13.69
							Quantity	Unit Price	Factor	=	Total		
						Installation	85.00 x	0.14 x	1.1500	=	13.69		

Subtotal for Auditorium Restroom Entry Area

\$5,977.91

Carpet in front of Silent Room

171	01	56	16	00	0080	SF	6 Mil, Plastic Sheeting On One Side, Temporary Wood Stud Wall, 16" On CenterIncludes removal after use.						\$9,683.18
							Quantity	Unit Price	Factor	=	Total		
						Installation	2,352.00 x	3.58 x	1.1500	=	9,683.18		
							Protect existing furniture, doors, and ceiling as well as entryway/walkway and public access						
172	09	01	60	91	0014	SY	Chemical Prepare Existing Concrete Floor Prior To Installation Of Flooring						\$1,431.59
							Quantity	Unit Price	Factor	=	Total		
						Installation	134.00 x	9.29 x	1.1500	=	1,431.59		
							prep for new carpet						
173	09	65	13	13	0010	LF	4" High, 1/8" Thick, Type TP Thermoplastic Rubber Wall Base, All Colors						\$843.18
							Quantity	Unit Price	Factor	=	Total		
						Installation	104.00 x	5.84 x	1.1500	=	698.46		
						Demolition	104.00 x	1.21 x	1.1500	=	144.72		
							removal of existing and installation of new						
174	09	68	13	00	0246	SY	CLOTH ECOWORX® 32 Ounce, Patterned, Nylon Carpet Tile						\$15,443.90
							Quantity	Unit Price	Factor	=	Total		
						Installation	134.00 x	94.40 x	1.1500	=	14,547.04		
						Demolition	134.00 x	5.82 x	1.1500	=	896.86		
							removal of existing and installation of new						

Subtotal for Carpet in front of Silent Room

\$27,401.85

Children's Supervisor's Office

175	01	56	16	00	0008	SF	6 Mil, Plastic Sheeting, Applied To FloorsIncludes removal after use.						\$113.85
							Quantity	Unit Price	Factor	=	Total		
						Installation	225.00 x	0.44 x	1.1500	=	113.85		
							Protect existing furniture, doors, and ceiling						
176	01	56	16	00	0009	SF	6 Mil, Plastic Sheeting, Applied To WallsIncludes removal after use.						\$104.88
							Quantity	Unit Price	Factor	=	Total		
						Installation	160.00 x	0.57 x	1.1500	=	104.88		
							Protect existing furniture, doors, and ceiling						

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Children's Supervisor's Office

177	01	56	16	00	0010	SF	6 Mil, Plastic Sheeting, Applied To CeilingsIncludes removal after use.									\$196.65
						Installation	Quantity	Unit Price	Factor	=	Total					
							225.00	0.76	1.1500		196.65					
							Protect existing furniture, doors, and ceiling									
178	09	01	20	91	0008	EA	Tape, Spackle And Finish Gypsum Board To Patch/Finish Small Diameter Holes Or Screw Head Pops									\$135.93
						Installation	Quantity	Unit Price	Factor	=	Total					
							60.00	1.97	1.1500		135.93					
							prep drywall for new paint									
179	09	01	20	91	0008 0048	MOD	For ASTM C840 Level 5 High Quality Finish, Add									\$100.74
						Installation	Quantity	Unit Price	Factor	=	Total					
							60.00	1.46	1.1500		100.74					
180	09	01	60	91	0014	SY	Chemical Prepare Existing Concrete Floor Prior To Installation Of Flooring									\$288.45
						Installation	Quantity	Unit Price	Factor	=	Total					
							27.00	9.29	1.1500		288.45					
							prep for carpet									
181	09	01	90	52	0014	SF	Hand Wash, Minor Repair And Light Sanding Drywall Surfaces, Surface Preparation									\$360.80
						Installation	Quantity	Unit Price	Factor	=	Total					
							498.00	0.63	1.1500		360.80					
							prep drywall for new paint									
182	09	01	90	52	0014 0327	MOD	For >250 To 500, Add									\$91.63
						Installation	Quantity	Unit Price	Factor	=	Total					
							498.00	0.16	1.1500		91.63					
183	09	01	90	52	0043	SF	Sanding Wood Trim Surfaces, Surface Preparation									\$23.07
						Installation	Quantity	Unit Price	Factor	=	Total					
							17.00	1.18	1.1500		23.07					
							prep wood trim and door frames for paint									
184	09	01	90	52	0043 0332	MOD	For Up To 100, Add									\$16.23
						Installation	Quantity	Unit Price	Factor	=	Total					
							17.00	0.83	1.1500		16.23					
185	09	65	13	13	0010	LF	4" High, 1/8" Thick, Type TP Thermoplastic Rubber Wall Base, All Colors									\$454.02
						Installation	Quantity	Unit Price	Factor	=	Total					
							56.00	5.84	1.1500		376.10					
						Demolition	Quantity	Unit Price	Factor	=	Total					
							56.00	1.21	1.1500		77.92					
							removal of existing and installation of new									
186	09	65	13	13	0010 0427	MOD	For >40 To 80, Add									\$26.40
						Installation	Quantity	Unit Price	Factor	=	Total					
							56.00	0.41	1.1500		26.40					
187	09	68	13	00	0246	SY	CLOTH ECOWORX® 32 Ounce, Patterned, Nylon Carpet Tile									\$3,111.83
						Installation	Quantity	Unit Price	Factor	=	Total					
							27.00	94.40	1.1500		2,931.12					
						Demolition	Quantity	Unit Price	Factor	=	Total					
							27.00	5.82	1.1500		180.71					
							removal of existing and installation of new									
188	09	68	13	00	0246 0435	MOD	For >15 To 33, Add									\$44.40
						Installation	Quantity	Unit Price	Factor	=	Total					
							27.00	1.43	1.1500		44.40					

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Children's Supervisor's Office

189	09	91	23	00	0062	LF	1 Coat Paint, Cut-in Brush Work, Paint Interior Plaster/Drywall Walls										\$23.74
						Installation	Quantity	Unit Price	Factor	=	Total						
							129.00	0.16	1.1500		23.74						
							x		x								
							primer, paint, and rollback with roller										
190	09	91	23	00	0062	0280	MOD	For >100 To 250, Add									\$7.42
							Quantity	Unit Price	Factor	=	Total						
							129.00	0.05	1.1500		7.42						
							x		x								
191	09	91	23	00	0066		SF	1 Coat Primer, Brush/Roller Work, Paint Interior Plaster/Drywall Walls									\$429.53
							Quantity	Unit Price	Factor	=	Total						
							498.00	0.75	1.1500		429.53						
							x		x								
							primer, paint, and rollback with roller										
192	09	91	23	00	0066	0281	MOD	For >250 To 500, Add									\$57.27
							Quantity	Unit Price	Factor	=	Total						
							498.00	0.10	1.1500		57.27						
							x		x								
193	09	91	23	00	0067		SF	1 Coat Paint, Brush/Roller Work, Paint Interior Plaster/Drywall Walls									\$492.52
							Quantity	Unit Price	Factor	=	Total						
							498.00	0.86	1.1500		492.52						
							x		x								
							primer, paint, and rollback with roller										
194	09	91	23	00	0067	0281	MOD	For >250 To 500, Add									\$63.00
							Quantity	Unit Price	Factor	=	Total						
							498.00	0.11	1.1500		63.00						
							x		x								
195	09	91	23	00	0071		SF	2 Coats Paint, Sprayed, Paint Interior Plaster/Drywall Walls									\$681.51
							Quantity	Unit Price	Factor	=	Total						
							498.00	1.19	1.1500		681.51						
							x		x								
							primer, paint, and rollback with roller										
196	09	91	23	00	0071	0281	MOD	For >250 To 500, Add									\$80.18
							Quantity	Unit Price	Factor	=	Total						
							498.00	0.14	1.1500		80.18						
							x		x								
197	09	91	23	00	0250		LF	1 Coat Primer, Brush/Roller Work, Paint Interior Wood Door Frame And Trim									\$23.07
							Quantity	Unit Price	Factor	=	Total						
							17.00	1.18	1.1500		23.07						
							x		x								
							prime and paint wood door frames										
198	09	91	23	00	0250	0289	MOD	For Oil Based Paint, Add									\$1.37
							Quantity	Unit Price	Factor	=	Total						
							17.00	0.07	1.1500		1.37						
							x		x								
199	09	91	23	00	0252		LF	2 Coats Paint, Brush/Roller Work, Paint Interior Wood Door Frame And Trim									\$50.44
							Quantity	Unit Price	Factor	=	Total						
							17.00	2.58	1.1500		50.44						
							x		x								
							prime and paint wood door frames										
200	09	91	23	00	0252	0289	MOD	For Oil Based Paint, Add									\$2.74
							Quantity	Unit Price	Factor	=	Total						
							17.00	0.14	1.1500		2.74						
							x		x								

Subtotal for Children's Supervisor's Office

\$6,981.67

Concrete Pillars

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Concrete Pillars

201	01 56 16 00 0008	SF	6 Mil, Plastic Sheeting, Applied To Floors	Includes removal after use.					\$485.76
			Quantity	Unit Price	Factor	=	Total		
		Installation	960.00 x	0.44 x	1.1500	=	485.76		
			Protect existing furniture, doors, ceiling, and floors as well as entryway/walkway and public access						
202	01 56 16 00 0010	SF	6 Mil, Plastic Sheeting, Applied To Ceilings	Includes removal after use.					\$839.04
			Quantity	Unit Price	Factor	=	Total		
		Installation	960.00 x	0.76 x	1.1500	=	839.04		
			Protect existing furniture, doors, ceiling, and floors as well as entryway/walkway and public access						
203	09 01 90 52 0014	SF	Hand Wash, Minor Repair And Light Sanding Drywall Surfaces, Surface Preparation						\$1,173.69
			Quantity	Unit Price	Factor	=	Total		
		Installation	1,620.00 x	0.63 x	1.1500	=	1,173.69		
			prep drywall for new paint						
204	09 91 23 00 0062	LF	1 Coat Paint, Cut-in Brush Work, Paint Interior Plaster/Drywall Walls						\$88.32
			Quantity	Unit Price	Factor	=	Total		
		Installation	480.00 x	0.16 x	1.1500	=	88.32		
			primer, paint, and rollback with roller						
205	09 91 23 00 0062 0281	MOD	For >250 To 500, Add						\$11.04
			Quantity	Unit Price	Factor	=	Total		
		Installation	480.00 x	0.02 x	1.1500	=	11.04		
206	09 91 23 00 0066	SF	1 Coat Primer, Brush/Roller Work, Paint Interior Plaster/Drywall Walls						\$1,397.25
			Quantity	Unit Price	Factor	=	Total		
		Installation	1,620.00 x	0.75 x	1.1500	=	1,397.25		
			primer, paint, and rollback with roller						
207	09 91 23 00 0067	SF	1 Coat Paint, Brush/Roller Work, Paint Interior Plaster/Drywall Walls						\$1,602.18
			Quantity	Unit Price	Factor	=	Total		
		Installation	1,620.00 x	0.86 x	1.1500	=	1,602.18		
			primer, paint, and rollback with roller						
208	09 91 23 00 0071	SF	2 Coats Paint, Sprayed, Paint Interior Plaster/Drywall Walls						\$2,216.97
			Quantity	Unit Price	Factor	=	Total		
		Installation	1,620.00 x	1.19 x	1.1500	=	2,216.97		
			primer, paint, and rollback with roller						

Subtotal for Concrete Pillars

\$7,814.25

Conference Room

209	01 56 16 00 0008	SF	6 Mil, Plastic Sheeting, Applied To Floors	Includes removal after use.					\$177.61
			Quantity	Unit Price	Factor	=	Total		
		Installation	351.00 x	0.44 x	1.1500	=	177.61		
			Protect existing furniture, doors, ceiling, and window system						
210	01 56 16 00 0009	SF	6 Mil, Plastic Sheeting, Applied To Walls	Includes removal after use.					\$332.99
			Quantity	Unit Price	Factor	=	Total		
		Installation	508.00 x	0.57 x	1.1500	=	332.99		
			Protect existing furniture, doors, ceiling, and window system						
211	01 56 16 00 0010	SF	6 Mil, Plastic Sheeting, Applied To Ceilings	Includes removal after use.					\$306.77
			Quantity	Unit Price	Factor	=	Total		
		Installation	351.00 x	0.76 x	1.1500	=	306.77		
			Protect existing furniture, doors, ceiling, and window system						

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Conference Room

212	09	01	20	91	0008	EA	Tape, Spackle And Finish Gypsum Board To Patch/Finish Small Diameter Holes Or Screw Head Pops									\$45.31
							Installation	Quantity	Unit Price	Factor	=	Total				
								20.00	1.97	x	1.1500		45.31			
							prep drywall for new paint									
213	09	01	20	91	0008	0048	MOD	For ASTM C840 Level 5 High Quality Finish, Add								\$33.58
							Installation	Quantity	Unit Price	Factor	=	Total				
								20.00	1.46	x	1.1500		33.58			
214	09	01	60	91	0014		SY	Chemical Prepare Existing Concrete Floor Prior To Installation Of Flooring								\$459.39
							Installation	Quantity	Unit Price	Factor	=	Total				
								43.00	9.29	x	1.1500		459.39			
							prep for carpet									
215	09	01	90	52	0014		SF	Hand Wash, Minor Repair And Light Sanding Drywall Surfaces, Surface Preparation								\$241.26
							Installation	Quantity	Unit Price	Factor	=	Total				
								333.00	0.63	x	1.1500		241.26			
							prep drywall for new paint									
216	09	01	90	52	0014	0327	MOD	For >250 To 500, Add								\$61.27
							Installation	Quantity	Unit Price	Factor	=	Total				
								333.00	0.16	x	1.1500		61.27			
217	09	01	90	52	0043		SF	Sanding Wood Trim Surfaces, Surface Preparation								\$23.07
							Installation	Quantity	Unit Price	Factor	=	Total				
								17.00	1.18	x	1.1500		23.07			
							prep wood trim and door frames for paint									
218	09	01	90	52	0043	0332	MOD	For Up To 100, Add								\$16.23
							Installation	Quantity	Unit Price	Factor	=	Total				
								17.00	0.83	x	1.1500		16.23			
219	09	65	13	13	0010		LF	4" High, 1/8" Thick, Type TP Thermoplastic Rubber Wall Base, All Colors								\$648.60
							Installation	Quantity	Unit Price	Factor	=	Total				
								80.00	5.84	x	1.1500		537.28			
							Demolition	80.00	1.21	x	1.1500		111.32			
							removal of existing and installation of new									
220	09	65	13	13	0010	0427	MOD	For >40 To 80, Add								\$37.72
							Installation	Quantity	Unit Price	Factor	=	Total				
								80.00	0.41	x	1.1500		37.72			
221	09	68	13	00	0246		SY	CLOTH ECOWORX® 32 Ounce, Patterned, Nylon Carpet Tile								\$4,955.88
							Installation	Quantity	Unit Price	Factor	=	Total				
								43.00	94.40	x	1.1500		4,668.08			
							Demolition	43.00	5.82	x	1.1500		287.80			
							removal of existing and installation of new									
222	09	91	23	00	0062		LF	1 Coat Paint, Cut-in Brush Work, Paint Interior Plaster/Drywall Walls								\$70.47
							Installation	Quantity	Unit Price	Factor	=	Total				
								383.00	0.16	x	1.1500		70.47			
							primer, paint, and rollback with roller									
223	09	91	23	00	0062	0281	MOD	For >250 To 500, Add								\$8.81
							Installation	Quantity	Unit Price	Factor	=	Total				
								383.00	0.02	x	1.1500		8.81			

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Conference Room

224	09	91	23	00	0066	SF	1 Coat Primer, Brush/Roller Work, Paint Interior Plaster/Drywall Walls										\$287.21
						Installation	Quantity	Unit Price	Factor	=	Total						
							333.00	0.75	1.1500		287.21						
							x	x									
							primer, paint, and rollback with roller										
225	09	91	23	00	0066	0281	MOD	For >250 To 500, Add									\$38.30
							Installation	Quantity	Unit Price	Factor	=	Total					
								333.00	0.10	1.1500		38.30					
								x	x								
226	09	91	23	00	0067		SF	1 Coat Paint, Brush/Roller Work, Paint Interior Plaster/Drywall Walls									\$329.34
							Installation	Quantity	Unit Price	Factor	=	Total					
								333.00	0.86	1.1500		329.34					
								x	x								
								primer, paint, and rollback with roller									
227	09	91	23	00	0067	0281	MOD	For >250 To 500, Add									\$42.12
							Installation	Quantity	Unit Price	Factor	=	Total					
								333.00	0.11	1.1500		42.12					
								x	x								
228	09	91	23	00	0071		SF	2 Coats Paint, Sprayed, Paint Interior Plaster/Drywall Walls									\$455.71
							Installation	Quantity	Unit Price	Factor	=	Total					
								333.00	1.19	1.1500		455.71					
								x	x								
								primer, paint, and rollback with roller									
229	09	91	23	00	0071	0281	MOD	For >250 To 500, Add									\$53.61
							Installation	Quantity	Unit Price	Factor	=	Total					
								333.00	0.14	1.1500		53.61					
								x	x								
230	09	91	23	00	0250		LF	1 Coat Primer, Brush/Roller Work, Paint Interior Wood Door Frame And Trim									\$23.07
							Installation	Quantity	Unit Price	Factor	=	Total					
								17.00	1.18	1.1500		23.07					
								x	x								
								prime and paint wood door frames									
231	09	91	23	00	0250	0289	MOD	For Oil Based Paint, Add									\$1.37
							Installation	Quantity	Unit Price	Factor	=	Total					
								17.00	0.07	1.1500		1.37					
								x	x								
232	09	91	23	00	0252		LF	2 Coats Paint, Brush/Roller Work, Paint Interior Wood Door Frame And Trim									\$50.44
							Installation	Quantity	Unit Price	Factor	=	Total					
								17.00	2.58	1.1500		50.44					
								x	x								
								prime and paint wood door frames									
233	09	91	23	00	0252	0289	MOD	For Oil Based Paint, Add									\$2.74
							Installation	Quantity	Unit Price	Factor	=	Total					
								17.00	0.14	1.1500		2.74					
								x	x								

Subtotal for Conference Room

\$8,702.87

Copy Room

234	01	56	16	00	0008	SF	6 Mil, Plastic Sheeting, Applied To FloorsIncludes removal after use.										\$85.51
						Installation	Quantity	Unit Price	Factor	=	Total						
							169.00	0.44	1.1500		85.51						
							x	x									
							Protect existing furniture, doors, and ceiling										
235	01	56	16	00	0009	SF	6 Mil, Plastic Sheeting, Applied To WallsIncludes removal after use.										\$13.77
						Installation	Quantity	Unit Price	Factor	=	Total						
							21.00	0.57	1.1500		13.77						
							x	x									
							Protect existing furniture, doors, and ceiling										

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Copy Room

236	01 56 16 00 0010	SF	6 Mil, Plastic Sheeting, Applied To CeilingsIncludes removal after use.						\$147.71
		Installation	Quantity	Unit Price	Factor	=	Total		
			169.00	0.76	1.1500	x	147.71		
		Protect existing furniture, doors, and ceiling							
237	09 01 20 91 0008	EA	Tape, Spackle And Finish Gypsum Board To Patch/Finish Small Diameter Holes Or Screw Head Pops						\$90.62
		Installation	Quantity	Unit Price	Factor	=	Total		
			40.00	1.97	1.1500	x	90.62		
		prep drywall for new paint							
238	09 01 20 91 0008 0048	MOD	For ASTM C840 Level 5 High Quality Finish, Add						\$67.16
		Installation	Quantity	Unit Price	Factor	=	Total		
			40.00	1.46	1.1500	x	67.16		
239	09 01 60 91 0014	SY	Chemical Prepare Existing Concrete Floor Prior To Installation Of Flooring						\$224.35
		Installation	Quantity	Unit Price	Factor	=	Total		
			21.00	9.29	1.1500	x	224.35		
		prep for carpet							
240	09 01 90 52 0014	SF	Hand Wash, Minor Repair And Light Sanding Drywall Surfaces, Surface Preparation						\$339.07
		Installation	Quantity	Unit Price	Factor	=	Total		
			468.00	0.63	1.1500	x	339.07		
		prep drywall for new paint							
241	09 01 90 52 0014 0327	MOD	For >250 To 500, Add						\$86.11
		Installation	Quantity	Unit Price	Factor	=	Total		
			468.00	0.16	1.1500	x	86.11		
242	09 01 90 52 0043	SF	Sanding Wood Trim Surfaces, Surface Preparation						\$23.07
		Installation	Quantity	Unit Price	Factor	=	Total		
			17.00	1.18	1.1500	x	23.07		
		prep wood trim and door frames for paint							
243	09 01 90 52 0043 0332	MOD	For Up To 100, Add						\$16.23
		Installation	Quantity	Unit Price	Factor	=	Total		
			17.00	0.83	1.1500	x	16.23		
244	09 65 13 13 0010	LF	4" High, 1/8" Thick, Type TP Thermoplastic Rubber Wall Base, All Colors						\$421.59
		Installation	Quantity	Unit Price	Factor	=	Total		
			52.00	5.84	1.1500	x	349.23		
		Demolition	52.00	1.21	1.1500	x	72.36		
		removal of existing and installation of new							
245	09 65 13 13 0010 0427	MOD	For >40 To 80, Add						\$24.52
		Installation	Quantity	Unit Price	Factor	=	Total		
			52.00	0.41	1.1500	x	24.52		
246	09 68 13 00 0246	SY	CLOTH ECOWORX® 32 Ounce, Patterned, Nylon Carpet Tile						\$2,420.31
		Installation	Quantity	Unit Price	Factor	=	Total		
			21.00	94.40	1.1500	x	2,279.76		
		Demolition	21.00	5.82	1.1500	x	140.55		
		removal of existing and installation of new							
247	09 68 13 00 0246 0435	MOD	For >15 To 33, Add						\$34.53
		Installation	Quantity	Unit Price	Factor	=	Total		
			21.00	1.43	1.1500	x	34.53		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Copy Room

248	09	91	23	00	0062	LF	1 Coat Paint, Cut-in Brush Work, Paint Interior Plaster/Drywall Walls										\$22.26
						Installation	Quantity	Unit Price	Factor	=	Total						
							121.00	0.16	1.1500		22.26						
							x	x									
							primer, paint, and rollback with roller										
249	09	91	23	00	0062	0280	MOD	For >100 To 250, Add									\$6.96
						Installation	Quantity	Unit Price	Factor	=	Total						
							121.00	0.05	1.1500		6.96						
							x	x									
250	09	91	23	00	0066	SF	1 Coat Primer, Brush/Roller Work, Paint Interior Plaster/Drywall Walls										\$403.65
						Installation	Quantity	Unit Price	Factor	=	Total						
							468.00	0.75	1.1500		403.65						
							x	x									
							primer, paint, and rollback with roller										
251	09	91	23	00	0066	0281	MOD	For >250 To 500, Add									\$53.82
						Installation	Quantity	Unit Price	Factor	=	Total						
							468.00	0.10	1.1500		53.82						
							x	x									
252	09	91	23	00	0067	SF	1 Coat Paint, Brush/Roller Work, Paint Interior Plaster/Drywall Walls										\$462.85
						Installation	Quantity	Unit Price	Factor	=	Total						
							468.00	0.86	1.1500		462.85						
							x	x									
							primer, paint, and rollback with roller										
253	09	91	23	00	0067	0281	MOD	For >250 To 500, Add									\$59.20
						Installation	Quantity	Unit Price	Factor	=	Total						
							468.00	0.11	1.1500		59.20						
							x	x									
254	09	91	23	00	0250	LF	1 Coat Primer, Brush/Roller Work, Paint Interior Wood Door Frame And Trim										\$23.07
						Installation	Quantity	Unit Price	Factor	=	Total						
							17.00	1.18	1.1500		23.07						
							x	x									
							prime and paint 2 wood door frames										
255	09	91	23	00	0250	0289	MOD	For Oil Based Paint, Add									\$1.37
						Installation	Quantity	Unit Price	Factor	=	Total						
							17.00	0.07	1.1500		1.37						
							x	x									
256	09	91	23	00	0252	LF	2 Coats Paint, Brush/Roller Work, Paint Interior Wood Door Frame And Trim										\$50.44
						Installation	Quantity	Unit Price	Factor	=	Total						
							17.00	2.58	1.1500		50.44						
							x	x									
							prime and paint 2 wood door frames										
257	09	91	23	00	0252	0289	MOD	For Oil Based Paint, Add									\$2.74
						Installation	Quantity	Unit Price	Factor	=	Total						
							17.00	0.14	1.1500		2.74						
							x	x									

Subtotal for Copy Room

\$5,080.91

Directors Office

258	09	01	60	91	0014	SY	Chemical Prepare Existing Concrete Floor Prior To Installation Of Flooring										\$299.14
						Installation	Quantity	Unit Price	Factor	=	Total						
							28.00	9.29	1.1500		299.14						
							x	x									
							prep for new carpet										
259	09	65	13	13	0010	LF	4" High, 1/8" Thick, Type TP Thermoplastic Rubber Wall Base, All Colors										\$518.88
						Installation	Quantity	Unit Price	Factor	=	Total						
							64.00	5.84	1.1500		429.82						
							x	x									
						Demolition	Quantity	Unit Price	Factor	=	Total						
							64.00	1.21	1.1500		89.06						
							x	x									
							removal of existing and installation of new										

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Directors Office

260	09 65 13 13 0010	0427	MOD	For >40 To 80, Add							\$30.18
			Installation	Quantity		Unit Price		Factor	=	Total	
				64.00	x	0.41	x	1.1500	=	30.18	
261	09 68 13 00 0246		SY	CLOTH ECOWORX® 32 Ounce, Patterned, Nylon Carpet Tile							\$3,227.08
			Installation	Quantity		Unit Price		Factor	=	Total	
				28.00	x	94.40	x	1.1500	=	3,039.68	
			Demolition	28.00	x	5.82	x	1.1500	=	187.40	
			removal of existing and installation of new								
262	09 68 13 00 0246	0435	MOD	For >15 To 33, Add							\$46.05
			Installation	Quantity		Unit Price		Factor	=	Total	
				28.00	x	1.43	x	1.1500	=	46.05	

Subtotal for Directors Office

\$4,121.33

Entry Hallway

263	01 56 16 00 0008		SF	6 Mil, Plastic Sheeting, Applied To FloorsIncludes removal after use.							\$93.10
			Installation	Quantity		Unit Price		Factor	=	Total	
				184.00	x	0.44	x	1.1500	=	93.10	
			Protect existing furniture, doors, items remaining on walls, ceiling and floors								
264	01 56 16 00 0010		SF	6 Mil, Plastic Sheeting, Applied To CeilingsIncludes removal after use.							\$160.82
			Installation	Quantity		Unit Price		Factor	=	Total	
				184.00	x	0.76	x	1.1500	=	160.82	
			Protect existing furniture, doors, items remaining on walls, ceiling and floors								
265	01 56 16 00 0080		SF	6 Mil, Plastic Sheeting On One Side, Temporary Wood Stud Wall, 16" On CenterIncludes removal after use.							\$2,223.18
			Installation	Quantity		Unit Price		Factor	=	Total	
				540.00	x	3.58	x	1.1500	=	2,223.18	
			Protect existing furniture, doors, items remaining on walls, ceiling and floors as well as entryway/walkway and public access								
266	09 01 20 91 0008		EA	Tape, Spackle And Finish Gypsum Board To Patch/Finish Small Diameter Holes Or Screw Head Pops							\$124.60
			Installation	Quantity		Unit Price		Factor	=	Total	
				55.00	x	1.97	x	1.1500	=	124.60	
			prep drywall for new paint								
267	09 01 20 91 0008	0048	MOD	For ASTM C840 Level 5 High Quality Finish, Add							\$92.35
			Installation	Quantity		Unit Price		Factor	=	Total	
				55.00	x	1.46	x	1.1500	=	92.35	
268	09 01 90 52 0014		SF	Hand Wash, Minor Repair And Light Sanding Drywall Surfaces, Surface Preparation							\$333.27
			Installation	Quantity		Unit Price		Factor	=	Total	
				460.00	x	0.63	x	1.1500	=	333.27	
			prep drywall for new paint								
269	09 01 90 52 0014	0327	MOD	For >250 To 500, Add							\$84.64
			Installation	Quantity		Unit Price		Factor	=	Total	
				460.00	x	0.16	x	1.1500	=	84.64	
270	09 91 23 00 0062		LF	1 Coat Paint, Cut-in Brush Work, Paint Interior Plaster/Drywall Walls							\$34.41
			Installation	Quantity		Unit Price		Factor	=	Total	
				187.00	x	0.16	x	1.1500	=	34.41	
			primer, paint, and rollback with roller								

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Entry Hallway

271	09	91	23	00	0062	0280	MOD	For >100 To 250, Add									\$10.75
							Installation	Quantity	Unit Price	Factor	=	Total					
								187.00	0.05	1.1500		10.75					
								x	x								
272	09	91	23	00	0066		SF	1 Coat Primer, Brush/Roller Work, Paint Interior Plaster/Drywall Walls									\$396.75
							Installation	Quantity	Unit Price	Factor	=	Total					
								460.00	0.75	1.1500		396.75					
								x	x								
								primer, paint, and rollback with roller									
273	09	91	23	00	0066	0281	MOD	For >250 To 500, Add									\$52.90
							Installation	Quantity	Unit Price	Factor	=	Total					
								460.00	0.10	1.1500		52.90					
								x	x								
274	09	91	23	00	0067		SF	1 Coat Paint, Brush/Roller Work, Paint Interior Plaster/Drywall Walls									\$454.94
							Installation	Quantity	Unit Price	Factor	=	Total					
								460.00	0.86	1.1500		454.94					
								x	x								
								primer, paint, and rollback with roller									
275	09	91	23	00	0067	0281	MOD	For >250 To 500, Add									\$58.19
							Installation	Quantity	Unit Price	Factor	=	Total					
								460.00	0.11	1.1500		58.19					
								x	x								
Subtotal for Entry Hallway																	\$4,119.90

General

276	01	22	16	00	0002		EA	Reimbursable Fees	Reimbursable Fees will be paid to the contractor for eligible costs as directed by Owner. Insert the appropriate quantity to adjust the base cost to the actual Reimbursable Fee. If there are multiple Reimbursable Fees, list each one separately and add a comment in the "note" block to identify the Reimbursable Fee (e.g. sidewalk closure, road cut, various permits, extended warranty, expedited shipping costs, etc.). A copy of each receipt, invoice, or proof of payment shall be submitted with the Price Proposal.								\$6,667.10
							Installation	Quantity	Unit Price	Factor	=	Total					
								6,061.00	1.00	1.1000		6,667.10					
								x	x								
								Bond = \$303,057 x 2%									
277	01	66	19	00	0060		EA	Handling Material For Over 125' Per 48" x 40" x 48" Container Per 125' Segment									\$7,904.64
							Installation	Quantity	Unit Price	Factor	=	Total					
								640.00	10.74	1.1500		7,904.64					
								x	x								
								4 guys. 40 days of work. Average of 4 trips per day for materials and demolition debris.									
278	01	74	19	00	0016		EA	40 CY Dumpster (5 Ton) "Construction Debris"	Includes delivery of dumpster, rental cost, pick-up cost, hauling, and disposal fee. Non-hazardous material.								\$976.47
							Installation	Quantity	Unit Price	Factor	=	Total					
								1.00	849.10	1.1500		976.47					
								x	x								
								for construction debris									
Subtotal for General																	\$15,548.21

Hallway Both Sides

279	01	56	16	00	0008		SF	6 Mil, Plastic Sheeting, Applied To Floors	Includes removal after use.								\$170.02
							Installation	Quantity	Unit Price	Factor	=	Total					
								336.00	0.44	1.1500		170.02					
								x	x								
								Protect existing chair rail, furniture, doors, items remaining on walls, ceiling and floors as well as entryway/walkway and public access									

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Hallway Both Sides

280	01 56 16 00 0010	SF	6 Mil, Plastic Sheeting, Applied To Ceilings	Includes removal after use.					\$293.66
			Quantity	Unit Price	Factor	=	Total		
		Installation	336.00 x	0.76 x	1.1500	=	293.66		
			Protect existing chair rail, furniture, doors, items remaining on walls, ceiling and floors as well as entryway/walkway and public access						
281	01 56 16 00 0080	SF	6 Mil, Plastic Sheeting On One Side, Temporary Wood Stud Wall, 16" On Center	Includes removal after use.					\$4,594.57
			Quantity	Unit Price	Factor	=	Total		
		Installation	1,116.00 x	3.58 x	1.1500	=	4,594.57		
			Protect existing chair rail, furniture, doors, items remaining on walls, ceiling and floors as well as entryway/walkway and public access						
282	09 01 20 91 0008	EA	Tape, Spackle And Finish Gypsum Board To Patch/Finish Small Diameter Holes Or Screw Head Pops						\$362.48
			Quantity	Unit Price	Factor	=	Total		
		Installation	160.00 x	1.97 x	1.1500	=	362.48		
			prep drywall for new paint						
283	09 01 20 91 0008 0048	MOD	For ASTM C840 Level 5 High Quality Finish, Add						\$268.64
			Quantity	Unit Price	Factor	=	Total		
		Installation	160.00 x	1.46 x	1.1500	=	268.64		
284	09 01 90 52 0014	SF	Hand Wash, Minor Repair And Light Sanding Drywall Surfaces, Surface Preparation						\$730.30
			Quantity	Unit Price	Factor	=	Total		
		Installation	1,008.00 x	0.63 x	1.1500	=	730.30		
			prep drywall for new paint						
285	09 01 90 52 0043	SF	Sanding Wood Trim Surfaces, Surface Preparation						\$138.41
			Quantity	Unit Price	Factor	=	Total		
		Installation	102.00 x	1.18 x	1.1500	=	138.41		
			prep wood trim and door frames for paint						
286	09 01 90 52 0043 0333	MOD	For >100 To 250, Add						\$45.75
			Quantity	Unit Price	Factor	=	Total		
		Installation	102.00 x	0.39 x	1.1500	=	45.75		
287	09 91 23 00 0062	LF	1 Coat Paint, Cut-in Brush Work, Paint Interior Plaster/Drywall Walls						\$227.98
			Quantity	Unit Price	Factor	=	Total		
		Installation	1,239.00 x	0.16 x	1.1500	=	227.98		
			primer, paint, and rollback with roller						
288	09 91 23 00 0066	SF	1 Coat Primer, Brush/Roller Work, Paint Interior Plaster/Drywall Walls						\$869.40
			Quantity	Unit Price	Factor	=	Total		
		Installation	1,008.00 x	0.75 x	1.1500	=	869.40		
			primer, paint, and rollback with roller						
289	09 91 23 00 0067	SF	1 Coat Paint, Brush/Roller Work, Paint Interior Plaster/Drywall Walls						\$996.91
			Quantity	Unit Price	Factor	=	Total		
		Installation	1,008.00 x	0.86 x	1.1500	=	996.91		
			primer, paint, and rollback with roller						
290	09 91 23 00 0250	LF	1 Coat Primer, Brush/Roller Work, Paint Interior Wood Door Frame And Trim						\$138.41
			Quantity	Unit Price	Factor	=	Total		
		Installation	102.00 x	1.18 x	1.1500	=	138.41		
			prime and paint wood door frames						
291	09 91 23 00 0250 0289	MOD	For Oil Based Paint, Add						\$8.21
			Quantity	Unit Price	Factor	=	Total		
		Installation	102.00 x	0.07 x	1.1500	=	8.21		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Hallway Both Sides

292	09	91	23	00	0252	LF	2 Coats Paint, Brush/Roller Work, Paint Interior Wood Door Frame And Trim							\$302.63
							Installation	Quantity	Unit Price	Factor	=	Total		
								102.00	2.58	1.1500		302.63		
							prime and paint wood door frames							
293	09	91	23	00	0252	0289	MOD	For Oil Based Paint, Add						\$16.42
							Installation	Quantity	Unit Price	Factor	=	Total		
								102.00	0.14	1.1500		16.42		

Subtotal for Hallway Both Sides

\$9,163.79

Imagination Theatre

294	09	01	60	91	0014	SY	Chemical Prepare Existing Concrete Floor Prior To Installation Of Flooring							\$1,987.13
							Installation	Quantity	Unit Price	Factor	=	Total		
								186.00	9.29	1.1500		1,987.13		
							prep floors for new carpet							
295	09	01	90	52	0043	SF	Sanding Wood Trim Surfaces, Surface Preparation							\$115.35
							Installation	Quantity	Unit Price	Factor	=	Total		
								85.00	1.18	1.1500		115.35		
							prep wood trim and door frames for paint							
296	09	01	90	52	0043	0332	MOD	For Up To 100, Add						\$81.13
							Installation	Quantity	Unit Price	Factor	=	Total		
								85.00	0.83	1.1500		81.13		
297	09	65	13	13	0010	LF	4" High, 1/8" Thick, Type TP Thermoplastic Rubber Wall Base, All Colors							\$2,610.62
							Installation	Quantity	Unit Price	Factor	=	Total		
								322.00	5.84	1.1500		2,162.55		
							Demolition	Quantity	Unit Price	Factor	=	Total		
								322.00	1.21	1.1500		448.06		
							removal of existing and installation of new							
298	09	68	13	00	0246	SY	CLOTH ECOWORX® 32 Ounce, Patterned, Nylon Carpet Tile							\$13,023.59
							Installation	Quantity	Unit Price	Factor	=	Total		
								113.00	94.40	1.1500		12,267.28		
							Demolition	Quantity	Unit Price	Factor	=	Total		
								113.00	5.82	1.1500		756.31		
							removal of existing and installation of new							
299	09	68	13	00	0246	0443	MOD	For Cushioned Backed Tile, Add						\$622.46
							Installation	Quantity	Unit Price	Factor	=	Total		
								113.00	4.79	1.1500		622.46		
300	09	68	16	00	0030	SY	0.235" Thick, 20 Oz./SY Synthetic Fiber Carpet Padding							\$795.85
							Installation	Quantity	Unit Price	Factor	=	Total		
								73.00	6.48	1.1500		544.00		
							Demolition	Quantity	Unit Price	Factor	=	Total		
								73.00	3.00	1.1500		251.85		
							replace carpet on stairs and stage							
301	09	68	16	00	0189	SY	BON JOUR II PERFORMANCE RUBBER BACKING WALK-OFF 38 Ounce, Patterned, Nylon Broadloom Carpet							\$7,508.49
							Installation	Quantity	Unit Price	Factor	=	Total		
								73.00	61.60	1.1500		5,171.32		
							Demolition	Quantity	Unit Price	Factor	=	Total		
								73.00	27.84	1.1500		2,337.17		
							replace carpet on stairs and stage							
302	09	68	16	00	0216	EA	Relocate Modular Workstation							\$421.11
							Installation	Quantity	Unit Price	Factor	=	Total		
								1.00	366.18	1.1500		421.11		
							move existing puppet house							

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Imagination Theatre

303	09	91	23	00	0250	LF	1 Coat Primer, Brush/Roller Work, Paint Interior Wood Door Frame And Trim										\$115.35
							Installation	Quantity	Unit Price	Factor	=	Total					
								85.00	1.18	1.1500		115.35					
							prime and paint wood door frames										
304	09	91	23	00	0250	0289	MOD	For Oil Based Paint, Add									\$6.84
							Installation	Quantity	Unit Price	Factor	=	Total					
								85.00	0.07	1.1500		6.84					
305	09	91	23	00	0252	LF	2 Coats Paint, Brush/Roller Work, Paint Interior Wood Door Frame And Trim										\$252.20
							Installation	Quantity	Unit Price	Factor	=	Total					
								85.00	2.58	1.1500		252.20					
							prime and paint wood door frames										
306	09	91	23	00	0252	0289	MOD	For Oil Based Paint, Add									\$13.69
							Installation	Quantity	Unit Price	Factor	=	Total					
								85.00	0.14	1.1500		13.69					

Subtotal for Imagination Theatre

\$27,553.81

Library Services Managers Office

307	01	56	16	00	0008	SF	6 Mil, Plastic Sheeting, Applied To FloorsIncludes removal after use.										\$99.18
							Installation	Quantity	Unit Price	Factor	=	Total					
								196.00	0.44	1.1500		99.18					
							Protect existing furniture, doors, ceiling, and window system										
308	01	56	16	00	0009	SF	6 Mil, Plastic Sheeting, Applied To WallsIncludes removal after use.										\$206.48
							Installation	Quantity	Unit Price	Factor	=	Total					
								315.00	0.57	1.1500		206.48					
							Protect existing furniture, doors, ceiling, and window system										
309	01	56	16	00	0010	SF	6 Mil, Plastic Sheeting, Applied To CeilingsIncludes removal after use.										\$171.30
							Installation	Quantity	Unit Price	Factor	=	Total					
								196.00	0.76	1.1500		171.30					
							Protect existing furniture, doors, ceiling, and window system										
310	09	01	20	91	0008	EA	Tape, Spackle And Finish Gypsum Board To Patch/Finish Small Diameter Holes Or Screw Head Pops										\$56.64
							Installation	Quantity	Unit Price	Factor	=	Total					
								25.00	1.97	1.1500		56.64					
							prep drywall for new paint										
311	09	01	20	91	0008	0048	MOD	For ASTM C840 Level 5 High Quality Finish, Add									\$41.98
							Installation	Quantity	Unit Price	Factor	=	Total					
								25.00	1.46	1.1500		41.98					
312	09	01	60	91	0014	SY	Chemical Prepare Existing Concrete Floor Prior To Installation Of Flooring										\$256.40
							Installation	Quantity	Unit Price	Factor	=	Total					
								24.00	9.29	1.1500		256.40					
313	09	01	90	52	0014	SF	Hand Wash, Minor Repair And Light Sanding Drywall Surfaces, Surface Preparation										\$221.70
							Installation	Quantity	Unit Price	Factor	=	Total					
								306.00	0.63	1.1500		221.70					
							prep drywall for new paint										
314	09	01	90	52	0014	0327	MOD	For >250 To 500, Add									\$0.00
							Installation	Quantity	Unit Price	Factor	=	Total					
								0.00	0.16	1.1500		0.00					

Work Order Number: 152154.00
Work Order Title: Arcadia Library Painting and Carpet Replacement

Contractor's Price Proposal - Detail Page 28 of 39
3/31/2026

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Library Services Managers Office

328	09	91	23	00	0071	0281	MOD	For >250 To 500, Add									\$49.27
							Installation	Quantity	Unit Price	Factor	=	Total					
								306.00	0.14	1.1500		49.27					
								x	x								
329	09	91	23	00	0250		LF	1 Coat Primer, Brush/Roller Work, Paint Interior Wood Door Frame And Trim									\$23.07
							Installation	Quantity	Unit Price	Factor	=	Total					
								17.00	1.18	1.1500		23.07					
								x	x								
								prime and paint wood door frames									
330	09	91	23	00	0250	0289	MOD	For Oil Based Paint, Add									\$1.37
							Installation	Quantity	Unit Price	Factor	=	Total					
								17.00	0.07	1.1500		1.37					
								x	x								
331	09	91	23	00	0252		LF	2 Coats Paint, Brush/Roller Work, Paint Interior Wood Door Frame And Trim									\$50.44
							Installation	Quantity	Unit Price	Factor	=	Total					
								17.00	2.58	1.1500		50.44					
								x	x								
								prime and paint wood door frames									
332	09	91	23	00	0252	0289	MOD	For Oil Based Paint, Add									\$2.74
							Installation	Quantity	Unit Price	Factor	=	Total					
								17.00	0.14	1.1500		2.74					
								x	x								

Subtotal for Library Services Managers Office

\$5,599.10

Principal Adult Librarian's Office

333	01	56	16	00	0008		SF	6 Mil, Plastic Sheeting, Applied To FloorsIncludes removal after use.									\$85.51
							Installation	Quantity	Unit Price	Factor	=	Total					
								169.00	0.44	1.1500		85.51					
								x	x								
								Protect existing furniture, doors, ceiling, pegboard wall, and window system									
334	01	56	16	00	0009		SF	6 Mil, Plastic Sheeting, Applied To WallsIncludes removal after use.									\$194.68
							Installation	Quantity	Unit Price	Factor	=	Total					
								297.00	0.57	1.1500		194.68					
								x	x								
								Protect existing furniture, doors, ceiling, pegboard wall, and window system									
335	01	56	16	00	0010		SF	6 Mil, Plastic Sheeting, Applied To CeilingsIncludes removal after use.									\$147.71
							Installation	Quantity	Unit Price	Factor	=	Total					
								169.00	0.76	1.1500		147.71					
								x	x								
								Protect existing furniture, doors, ceiling, pegboard wall, and window system									
336	09	01	20	91	0008		EA	Tape, Spackle And Finish Gypsum Board To Patch/Finish Small Diameter Holes Or Screw Head Pops									\$192.57
							Installation	Quantity	Unit Price	Factor	=	Total					
								85.00	1.97	1.1500		192.57					
								x	x								
								prep drywall for new paint									
337	09	01	20	91	0008	0048	MOD	For ASTM C840 Level 5 High Quality Finish, Add									\$142.72
							Installation	Quantity	Unit Price	Factor	=	Total					
								85.00	1.46	1.1500		142.72					
								x	x								
338	09	01	60	91	0014		SY	Chemical Prepare Existing Concrete Floor Prior To Installation Of Flooring									\$224.35
							Installation	Quantity	Unit Price	Factor	=	Total					
								21.00	9.29	1.1500		224.35					
								x	x								
								prep for carpet									
339	09	01	90	52	0014		SF	Hand Wash, Minor Repair And Light Sanding Drywall Surfaces , Surface Preparation									\$189.09
							Installation	Quantity	Unit Price	Factor	=	Total					
								261.00	0.63	1.1500		189.09					
								x	x								
								prep drywall for new paint									

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Principal Adult Librarian's Office

340	09	01	90	52	0014	0327	MOD	For >250 To 500, Add									\$48.02
							Installation	Quantity	Unit Price	Factor	=	Total					
								261.00	0.16	1.1500		48.02					
								x	x								
341	09	01	90	52	0043		SF	Sanding Wood Trim Surfaces, Surface Preparation									\$23.07
							Installation	Quantity	Unit Price	Factor	=	Total					
								17.00	1.18	1.1500		23.07					
								x	x								
								prep wood trim and door frames for paint									
342	09	01	90	52	0043	0332	MOD	For Up To 100, Add									\$16.23
							Installation	Quantity	Unit Price	Factor	=	Total					
								17.00	0.83	1.1500		16.23					
								x	x								
343	09	65	13	13	0010		LF	4" High, 1/8" Thick, Type TP Thermoplastic Rubber Wall Base, All Colors									\$551.31
							Installation	Quantity	Unit Price	Factor	=	Total					
								68.00	5.84	1.1500		456.69					
								x	x								
							Demolition	Quantity	Unit Price	Factor	=	Total					
								68.00	1.21	1.1500		94.62					
								x	x								
								removal of existing and installation of new									
344	09	65	13	13	0010	0427	MOD	For >40 To 80, Add									\$32.06
							Installation	Quantity	Unit Price	Factor	=	Total					
								68.00	0.41	1.1500		32.06					
								x	x								
345	09	68	13	00	0246		SY	CLOTH ECOWORX® 32 Ounce, Patterned, Nylon Carpet Tile									\$2,420.31
							Installation	Quantity	Unit Price	Factor	=	Total					
								21.00	94.40	1.1500		2,279.76					
								x	x								
							Demolition	Quantity	Unit Price	Factor	=	Total					
								21.00	5.82	1.1500		140.55					
								x	x								
								removal of existing and installation of new									
346	09	68	13	00	0246	0435	MOD	For >15 To 33, Add									\$34.53
							Installation	Quantity	Unit Price	Factor	=	Total					
								21.00	1.43	1.1500		34.53					
								x	x								
347	09	91	23	00	0062		LF	1 Coat Paint, Cut-in Brush Work, Paint Interior Plaster/Drywall Walls									\$36.43
							Installation	Quantity	Unit Price	Factor	=	Total					
								198.00	0.16	1.1500		36.43					
								x	x								
								primer, paint, and rollback with roller									
348	09	91	23	00	0062	0280	MOD	For >100 To 250, Add									\$11.39
							Installation	Quantity	Unit Price	Factor	=	Total					
								198.00	0.05	1.1500		11.39					
								x	x								
349	09	91	23	00	0066		SF	1 Coat Primer, Brush/Roller Work, Paint Interior Plaster/Drywall Walls									\$225.11
							Installation	Quantity	Unit Price	Factor	=	Total					
								261.00	0.75	1.1500		225.11					
								x	x								
								primer, paint, and rollback with roller									
350	09	91	23	00	0066	0281	MOD	For >250 To 500, Add									\$30.02
							Installation	Quantity	Unit Price	Factor	=	Total					
								261.00	0.10	1.1500		30.02					
								x	x								
351	09	91	23	00	0067		SF	1 Coat Paint, Brush/Roller Work, Paint Interior Plaster/Drywall Walls									\$258.13
							Installation	Quantity	Unit Price	Factor	=	Total					
								261.00	0.86	1.1500		258.13					
								x	x								
								primer, paint, and rollback with roller									
352	09	91	23	00	0067	0281	MOD	For >250 To 500, Add									\$33.02
							Installation	Quantity	Unit Price	Factor	=	Total					
								261.00	0.11	1.1500		33.02					
								x	x								

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Principal Adult Librarian's Office

353	09	91	23	00	0071	SF	2 Coats Paint, Sprayed, Paint Interior Plaster/Drywall Walls											\$357.18
						Installation	Quantity	Unit Price	Factor	=	Total							
							261.00	1.19	1.1500		357.18							
							x	x										
							primer, paint, and rollback with roller											
354	09	91	23	00	0250	LF	1 Coat Primer, Brush/Roller Work, Paint Interior Wood Door Frame And Trim											\$23.07
						Installation	Quantity	Unit Price	Factor	=	Total							
							17.00	1.18	1.1500		23.07							
							x	x										
							prime and paint wood door frames											
355	09	91	23	00	0250	0289	MOD	For Oil Based Paint, Add										\$1.37
						Installation	Quantity	Unit Price	Factor	=	Total							
							17.00	0.07	1.1500		1.37							
							x	x										
356	09	91	23	00	0252	LF	2 Coats Paint, Brush/Roller Work, Paint Interior Wood Door Frame And Trim											\$50.44
						Installation	Quantity	Unit Price	Factor	=	Total							
							17.00	2.58	1.1500		50.44							
							x	x										
							prime and paint wood door frames											
357	09	91	23	00	0252	0289	MOD	For Oil Based Paint, Add										\$2.74
						Installation	Quantity	Unit Price	Factor	=	Total							
							17.00	0.14	1.1500		2.74							
							x	x										

Subtotal for Principal Adult Librarian's Office

\$5,331.06

Rear Exit Door

358	09	01	90	52	0019	SF	Hand Scraping And Sanding, Metal Surfaces, Surface Preparation											\$23.91
						Installation	Quantity	Unit Price	Factor	=	Total							
							21.00	0.99	1.1500		23.91							
							x	x										
							prep, prime and paint door											
359	09	01	90	52	0019	0332	MOD	For Up To 100, Add										\$17.87
						Installation	Quantity	Unit Price	Factor	=	Total							
							21.00	0.74	1.1500		17.87							
							x	x										
360	09	01	90	52	0043	SF	Sanding Wood Trim Surfaces, Surface Preparation											\$23.07
						Installation	Quantity	Unit Price	Factor	=	Total							
							17.00	1.18	1.1500		23.07							
							x	x										
							prep, prime and paint door frame											
361	09	01	90	52	0043	0332	MOD	For Up To 100, Add										\$16.23
						Installation	Quantity	Unit Price	Factor	=	Total							
							17.00	0.83	1.1500		16.23							
							x	x										
362	09	91	23	00	0250	LF	1 Coat Primer, Brush/Roller Work, Paint Interior Wood Door Frame And Trim											\$23.07
						Installation	Quantity	Unit Price	Factor	=	Total							
							17.00	1.18	1.1500		23.07							
							x	x										
							prep, prime and paint door frame											
363	09	91	23	00	0250	0289	MOD	For Oil Based Paint, Add										\$1.37
						Installation	Quantity	Unit Price	Factor	=	Total							
							17.00	0.07	1.1500		1.37							
							x	x										
364	09	91	23	00	0252	LF	2 Coats Paint, Brush/Roller Work, Paint Interior Wood Door Frame And Trim											\$50.44
						Installation	Quantity	Unit Price	Factor	=	Total							
							17.00	2.58	1.1500		50.44							
							x	x										
							prep, prime and paint door frame											

Work Order Number: 152154.00
Work Order Title: Arcadia Library Painting and Carpet Replacement

Contractor's Price Proposal - Detail Page 32 of 39
3/31/2026

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Rear Staff Hallway

376	09	01	20	91	0008	0048	MOD	For ASTM C840 Level 5 High Quality Finish, Add											\$33.58
							Installation	Quantity	Unit Price	Factor	=	Total							
								20.00	1.46	1.1500		33.58							
377	09	01	90	52	0014		SF	Hand Wash, Minor Repair And Light Sanding Drywall Surfaces, Surface Preparation											\$1,889.50
							Installation	Quantity	Unit Price	Factor	=	Total							
								2,608.00	0.63	1.1500		1,889.50							
								prep drywall for new paint											
378	09	01	90	52	0014		SF	Hand Wash, Minor Repair And Light Sanding Drywall Surfaces, Surface Preparation											\$286.18
							Installation	Quantity	Unit Price	Factor	=	Total							
								395.00	0.63	1.1500		286.18							
								prep drywall for new paint											
379	09	01	90	52	0014	0327	MOD	For >250 To 500, Add											\$72.68
							Installation	Quantity	Unit Price	Factor	=	Total							
								395.00	0.16	1.1500		72.68							
380	09	91	23	00	0062		LF	1 Coat Paint, Cut-in Brush Work, Paint Interior Plaster/Drywall Walls											\$34.59
							Installation	Quantity	Unit Price	Factor	=	Total							
								188.00	0.16	1.1500		34.59							
								primer, paint, and rollback with roller											
381	09	91	23	00	0062	0280	MOD	For >100 To 250, Add											\$10.81
							Installation	Quantity	Unit Price	Factor	=	Total							
								188.00	0.05	1.1500		10.81							
382	09	91	23	00	0062		LF	1 Coat Paint, Cut-in Brush Work, Paint Interior Plaster/Drywall Walls											\$141.86
							Installation	Quantity	Unit Price	Factor	=	Total							
								771.00	0.16	1.1500		141.86							
								primer, paint, and rollback with roller											
383	09	91	23	00	0066		SF	1 Coat Primer, Brush/Roller Work, Paint Interior Plaster/Drywall Walls											\$276.00
							Installation	Quantity	Unit Price	Factor	=	Total							
								320.00	0.75	1.1500		276.00							
								primer, paint, and rollback with roller											
384	09	91	23	00	0066	0281	MOD	For >250 To 500, Add											\$36.80
							Installation	Quantity	Unit Price	Factor	=	Total							
								320.00	0.10	1.1500		36.80							
385	09	91	23	00	0066		SF	1 Coat Primer, Brush/Roller Work, Paint Interior Plaster/Drywall Walls											\$2,249.40
							Installation	Quantity	Unit Price	Factor	=	Total							
								2,608.00	0.75	1.1500		2,249.40							
								primer, paint, and rollback with roller											
386	09	91	23	00	0067		SF	1 Coat Paint, Brush/Roller Work, Paint Interior Plaster/Drywall Walls											\$2,579.31
							Installation	Quantity	Unit Price	Factor	=	Total							
								2,608.00	0.86	1.1500		2,579.31							
								primer, paint, and rollback with roller											
387	09	91	23	00	0067		SF	1 Coat Paint, Brush/Roller Work, Paint Interior Plaster/Drywall Walls											\$316.48
							Installation	Quantity	Unit Price	Factor	=	Total							
								320.00	0.86	1.1500		316.48							
								primer, paint, and rollback with roller											
388	09	91	23	00	0067	0281	MOD	For >250 To 500, Add											\$40.48
							Installation	Quantity	Unit Price	Factor	=	Total							
								320.00	0.11	1.1500		40.48							

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Rear Staff Hallway

389	09	91	23	00	0071	SF	2 Coats Paint, Sprayed, Paint Interior Plaster/Drywall Walls										\$3,569.05
						Installation	Quantity	Unit Price	Factor	=	Total						
							2,608.00	1.19	1.1500		3,569.05						
							x	x									
							primer, paint, and rollback with roller										
390	09	91	23	00	0071	SF	2 Coats Paint, Sprayed, Paint Interior Plaster/Drywall Walls										\$437.92
						Installation	Quantity	Unit Price	Factor	=	Total						
							320.00	1.19	1.1500		437.92						
							x	x									
							primer, paint, and rollback with roller										
391	09	91	23	00	0071	0281	MOD	For >250 To 500, Add									\$51.52
						Installation	Quantity	Unit Price	Factor	=	Total						
							320.00	0.14	1.1500		51.52						
							x	x									
392	09	91	23	00	0155	LF	1 Coat Paint, Cut-in Brush Work, Paint Interior Drywall/Plaster Ceiling										\$8.28
						Installation	Quantity	Unit Price	Factor	=	Total						
							40.00	0.18	1.1500		8.28						
							x	x									
							primer, paint, and rollback with roller										
393	09	91	23	00	0155	0279	MOD	For Up To 100, Add									\$5.52
						Installation	Quantity	Unit Price	Factor	=	Total						
							40.00	0.12	1.1500		5.52						
							x	x									
394	09	91	23	00	0159	SF	1 Coat Primer, Brush/Roller Work, Paint Interior Drywall/Plaster Ceiling										\$75.90
						Installation	Quantity	Unit Price	Factor	=	Total						
							75.00	0.88	1.1500		75.90						
							x	x									
							primer, paint, and rollback with roller										
395	09	91	23	00	0159	0279	MOD	For Up To 100, Add									\$48.30
						Installation	Quantity	Unit Price	Factor	=	Total						
							75.00	0.56	1.1500		48.30						
							x	x									
396	09	91	23	00	0160	SF	1 Coat Paint, Brush/Roller Work, Paint Interior Drywall/Plaster Ceiling										\$75.04
						Installation	Quantity	Unit Price	Factor	=	Total						
							75.00	0.87	1.1500		75.04						
							x	x									
							primer, paint, and rollback with roller										
397	09	91	23	00	0160	0279	MOD	For Up To 100, Add									\$49.16
						Installation	Quantity	Unit Price	Factor	=	Total						
							75.00	0.57	1.1500		49.16						
							x	x									
398	09	91	23	00	0164	SF	2 Coats Paint, Sprayed, Paint Interior Drywall/Plaster Ceiling										\$110.40
						Installation	Quantity	Unit Price	Factor	=	Total						
							75.00	1.28	1.1500		110.40						
							x	x									
							primer, paint, and rollback with roller										
399	09	91	23	00	0164	0279	MOD	For Up To 100, Add									\$64.69
						Installation	Quantity	Unit Price	Factor	=	Total						
							75.00	0.75	1.1500		64.69						
							x	x									

Subtotal for Rear Staff Hallway

\$15,166.34

Services Manager's Office

400	09	01	60	91	0014	SY	Chemical Prepare Existing Concrete Floor Prior To Installation Of Flooring										\$299.14
						Installation	Quantity	Unit Price	Factor	=	Total						
							28.00	9.29	1.1500		299.14						
							x	x									
							prep for carpet										

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Services Manager's Office

401	09 65 13 13 0010	LF	4" High, 1/8" Thick, Type TP Thermoplastic Rubber Wall Base, All Colors						\$421.59
			Quantity	Unit Price	Factor	=	Total		
		Installation	52.00 x	5.84 x	1.1500	=	349.23		
		Demolition	52.00 x	1.21 x	1.1500	=	72.36		
		removal of existing and installation of new							
402	09 65 13 13 0010 0427	MOD	For >40 To 80, Add						\$24.52
			Quantity	Unit Price	Factor	=	Total		
		Installation	52.00 x	0.41 x	1.1500	=	24.52		
403	09 68 13 00 0246	SY	CLOTH ECOWORX® 32 Ounce, Patterned, Nylon Carpet Tile						\$3,227.08
			Quantity	Unit Price	Factor	=	Total		
		Installation	28.00 x	94.40 x	1.1500	=	3,039.68		
		Demolition	28.00 x	5.82 x	1.1500	=	187.40		
		removal of existing and installation of new							
404	09 68 13 00 0246 0435	MOD	For >15 To 33, Add						\$46.05
			Quantity	Unit Price	Factor	=	Total		
		Installation	28.00 x	1.43 x	1.1500	=	46.05		

Subtotal for Services Manager's Office

\$4,018.38

Sitting Area

405	01 56 16 00 0008	SF	6 Mil, Plastic Sheeting, Applied To FloorsIncludes removal after use.						\$70.84
			Quantity	Unit Price	Factor	=	Total		
		Installation	140.00 x	0.44 x	1.1500	=	70.84		
		Protect existing furniture, doors, ceiling, and floors as well as entryway/walkway and public access							
406	01 56 16 00 0010	SF	6 Mil, Plastic Sheeting, Applied To CeilingsIncludes removal after use.						\$122.36
			Quantity	Unit Price	Factor	=	Total		
		Installation	140.00 x	0.76 x	1.1500	=	122.36		
		Protect existing furniture, doors, ceiling, and floors as well as entryway/walkway and public access							
407	01 56 16 00 0080	SF	6 Mil, Plastic Sheeting On One Side, Temporary Wood Stud Wall, 16" On CenterIncludes removal after use.						\$666.95
			Quantity	Unit Price	Factor	=	Total		
		Installation	162.00 x	3.58 x	1.1500	=	666.95		
		Protect existing furniture, doors, ceiling, and floors as well as entryway/walkway and public access							
408	09 01 20 91 0008	EA	Tape, Spackle And Finish Gypsum Board To Patch/Finish Small Diameter Holes Or Screw Head Pops						\$192.57
			Quantity	Unit Price	Factor	=	Total		
		Installation	85.00 x	1.97 x	1.1500	=	192.57		
		prep drywall for new paint							
409	09 01 20 91 0008 0048	MOD	For ASTM C840 Level 5 High Quality Finish, Add						\$142.72
			Quantity	Unit Price	Factor	=	Total		
		Installation	85.00 x	1.46 x	1.1500	=	142.72		
410	09 01 90 52 0014	SF	Hand Wash, Minor Repair And Light Sanding Drywall Surfaces, Surface Preparation						\$221.70
			Quantity	Unit Price	Factor	=	Total		
		Installation	306.00 x	0.63 x	1.1500	=	221.70		
		prep drywall for new paint							
411	09 01 90 52 0014 0327	MOD	For >250 To 500, Add						\$56.30
			Quantity	Unit Price	Factor	=	Total		
		Installation	306.00 x	0.16 x	1.1500	=	56.30		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Sitting Area

412	09	01	90	52	0043	SF	Sanding Wood Trim Surfaces, Surface Preparation											\$55.64
						Installation	Quantity	Unit Price	Factor	=	Total							
							41.00	1.18	1.1500		55.64							
							prep wood trim and door frames for paint											
413	09	01	90	52	0043	0332	MOD	For Up To 100, Add										\$39.13
						Installation	Quantity	Unit Price	Factor	=	Total							
							41.00	0.83	1.1500		39.13							
414	09	91	23	00	0062	LF	1 Coat Paint, Cut-in Brush Work, Paint Interior Plaster/Drywall Walls											\$23.37
						Installation	Quantity	Unit Price	Factor	=	Total							
							127.00	0.16	1.1500		23.37							
							primer, paint, and rollback with roller											
415	09	91	23	00	0062	0280	MOD	For >100 To 250, Add										\$7.30
						Installation	Quantity	Unit Price	Factor	=	Total							
							127.00	0.05	1.1500		7.30							
416	09	91	23	00	0066	SF	1 Coat Primer, Brush/Roller Work, Paint Interior Plaster/Drywall Walls											\$263.93
						Installation	Quantity	Unit Price	Factor	=	Total							
							306.00	0.75	1.1500		263.93							
							primer, paint, and rollback with roller											
417	09	91	23	00	0066	0281	MOD	For >250 To 500, Add										\$35.19
						Installation	Quantity	Unit Price	Factor	=	Total							
							306.00	0.10	1.1500		35.19							
418	09	91	23	00	0067	SF	1 Coat Paint, Brush/Roller Work, Paint Interior Plaster/Drywall Walls											\$302.63
						Installation	Quantity	Unit Price	Factor	=	Total							
							306.00	0.86	1.1500		302.63							
							primer, paint, and rollback with roller											
419	09	91	23	00	0067	0281	MOD	For >250 To 500, Add										\$38.71
						Installation	Quantity	Unit Price	Factor	=	Total							
							306.00	0.11	1.1500		38.71							
420	09	91	23	00	0250	LF	1 Coat Primer, Brush/Roller Work, Paint Interior Wood Door Frame And Trim											\$55.64
						Installation	Quantity	Unit Price	Factor	=	Total							
							41.00	1.18	1.1500		55.64							
							prime and paint wood door frames											
421	09	91	23	00	0250	0289	MOD	For Oil Based Paint, Add										\$3.30
						Installation	Quantity	Unit Price	Factor	=	Total							
							41.00	0.07	1.1500		3.30							
422	09	91	23	00	0252	LF	2 Coats Paint, Brush/Roller Work, Paint Interior Wood Door Frame And Trim											\$121.65
						Installation	Quantity	Unit Price	Factor	=	Total							
							41.00	2.58	1.1500		121.65							
							prime and paint wood door frames											
423	09	91	23	00	0252	0289	MOD	For Oil Based Paint, Add										\$6.60
						Installation	Quantity	Unit Price	Factor	=	Total							
							41.00	0.14	1.1500		6.60							

Subtotal for Sitting Area **\$2,426.53**

Technical Services Supervisor's Office

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Technical Services Supervisor's Office

424	01 56 16 00 0008	SF	6 Mil, Plastic Sheeting, Applied To Floors	Includes removal after use.						\$85.51
			Quantity	Unit Price	Factor	=	Total			
		Installation	169.00 x	0.44 x	1.1500	=	85.51			
			Protect existing furniture, doors, windows, and ceiling							
425	01 56 16 00 0009	SF	6 Mil, Plastic Sheeting, Applied To Walls	Includes removal after use.						\$296.29
			Quantity	Unit Price	Factor	=	Total			
		Installation	452.00 x	0.57 x	1.1500	=	296.29			
			Protect existing furniture, doors, windows, and ceiling							
426	01 56 16 00 0010	SF	6 Mil, Plastic Sheeting, Applied To Ceilings	Includes removal after use.						\$147.71
			Quantity	Unit Price	Factor	=	Total			
		Installation	169.00 x	0.76 x	1.1500	=	147.71			
			Protect existing furniture, doors, windows, and ceiling							
427	09 01 20 91 0008	EA	Tape, Spackle And Finish Gypsum Board To Patch/Finish Small Diameter Holes Or Screw Head Pops							\$135.93
			Quantity	Unit Price	Factor	=	Total			
		Installation	60.00 x	1.97 x	1.1500	=	135.93			
			prep drywall for new paint							
428	09 01 20 91 0008 0048	MOD	For ASTM C840 Level 5 High Quality Finish, Add							\$100.74
			Quantity	Unit Price	Factor	=	Total			
		Installation	60.00 x	1.46 x	1.1500	=	100.74			
429	09 01 60 91 0014	SY	Chemical Prepare Existing Concrete Floor Prior To Installation Of Flooring							\$224.35
			Quantity	Unit Price	Factor	=	Total			
		Installation	21.00 x	9.29 x	1.1500	=	224.35			
			prep for carpet							
430	09 01 90 52 0014	SF	Hand Wash, Minor Repair And Light Sanding Drywall Surfaces, Surface Preparation							\$339.07
			Quantity	Unit Price	Factor	=	Total			
		Installation	468.00 x	0.63 x	1.1500	=	339.07			
			prep drywall for new paint							
431	09 01 90 52 0014 0327	MOD	For >250 To 500, Add							\$86.11
			Quantity	Unit Price	Factor	=	Total			
		Installation	468.00 x	0.16 x	1.1500	=	86.11			
432	09 01 90 52 0043	SF	Sanding Wood Trim Surfaces, Surface Preparation							\$23.07
			Quantity	Unit Price	Factor	=	Total			
		Installation	17.00 x	1.18 x	1.1500	=	23.07			
			prep wood trim and door frames for paint							
433	09 01 90 52 0043 0332	MOD	For Up To 100, Add							\$16.23
			Quantity	Unit Price	Factor	=	Total			
		Installation	17.00 x	0.83 x	1.1500	=	16.23			
434	09 65 13 13 0010	LF	4" High, 1/8" Thick, Type TP Thermoplastic Rubber Wall Base, All Colors							\$421.59
			Quantity	Unit Price	Factor	=	Total			
		Installation	52.00 x	5.84 x	1.1500	=	349.23			
		Demolition	52.00 x	1.21 x	1.1500	=	72.36			
			removal of existing and installation of new							
435	09 65 13 13 0010 0427	MOD	For >40 To 80, Add							\$24.52
			Quantity	Unit Price	Factor	=	Total			
		Installation	52.00 x	0.41 x	1.1500	=	24.52			

Contractor's Price Proposal - Detail Continues..

Work Order Number: 152154.00

Work Order Title: Arcadia Library Painting and Carpet Replacement

Technical Services Supervisor's Office

436	09 68 13 00 0246	SY	CLOTH ECOWORX® 32 Ounce, Patterned, Nylon Carpet Tile							\$2,420.31
			Installation	Quantity		Unit Price		Factor	=	Total
				21.00	x	94.40	x	1.1500	=	2,279.76
			Demolition	21.00	x	5.82	x	1.1500	=	140.55
			removal of existing and installation of new							
437	09 68 13 00 0246 0435	MOD	For >15 To 33, Add							\$34.53
			Installation	Quantity		Unit Price		Factor	=	Total
				21.00	x	1.43	x	1.1500	=	34.53
438	09 91 23 00 0062	LF	1 Coat Paint, Cut-in Brush Work, Paint Interior Plaster/Drywall Walls							\$34.41
			Installation	Quantity		Unit Price		Factor	=	Total
				187.00	x	0.16	x	1.1500	=	34.41
			primer, paint, and rollback with roller							
439	09 91 23 00 0062 0280	MOD	For >100 To 250, Add							\$10.75
			Installation	Quantity		Unit Price		Factor	=	Total
				187.00	x	0.05	x	1.1500	=	10.75
440	09 91 23 00 0066	SF	1 Coat Primer, Brush/Roller Work, Paint Interior Plaster/Drywall Walls							\$403.65
			Installation	Quantity		Unit Price		Factor	=	Total
				468.00	x	0.75	x	1.1500	=	403.65
			primer, paint, and rollback with roller							
441	09 91 23 00 0066 0281	MOD	For >250 To 500, Add							\$53.82
			Installation	Quantity		Unit Price		Factor	=	Total
				468.00	x	0.10	x	1.1500	=	53.82
442	09 91 23 00 0067	SF	1 Coat Paint, Brush/Roller Work, Paint Interior Plaster/Drywall Walls							\$462.85
			Installation	Quantity		Unit Price		Factor	=	Total
				468.00	x	0.86	x	1.1500	=	462.85
			primer, paint, and rollback with roller							
443	09 91 23 00 0067 0281	MOD	For >250 To 500, Add							\$59.20
			Installation	Quantity		Unit Price		Factor	=	Total
				468.00	x	0.11	x	1.1500	=	59.20
444	09 91 23 00 0071	SF	2 Coats Paint, Sprayed, Paint Interior Plaster/Drywall Walls							\$640.46
			Installation	Quantity		Unit Price		Factor	=	Total
				468.00	x	1.19	x	1.1500	=	640.46
			primer, paint, and rollback with roller							
445	09 91 23 00 0071 0281	MOD	For >250 To 500, Add							\$75.35
			Installation	Quantity		Unit Price		Factor	=	Total
				468.00	x	0.14	x	1.1500	=	75.35
446	09 91 23 00 0250	LF	1 Coat Primer, Brush/Roller Work, Paint Interior Wood Door Frame And Trim							\$23.07
			Installation	Quantity		Unit Price		Factor	=	Total
				17.00	x	1.18	x	1.1500	=	23.07
			prime and paint 2 wood door frames							
447	09 91 23 00 0250 0289	MOD	For Oil Based Paint, Add							\$1.37
			Installation	Quantity		Unit Price		Factor	=	Total
				17.00	x	0.07	x	1.1500	=	1.37
448	09 91 23 00 0252	LF	2 Coats Paint, Brush/Roller Work, Paint Interior Wood Door Frame And Trim							\$50.44
			Installation	Quantity		Unit Price		Factor	=	Total
				17.00	x	2.58	x	1.1500	=	50.44
			prime and paint 2 wood door frames							

Work Order Number: 152154.00
Work Order Title: Arcadia Library Painting and Carpet Replacement

449	09	91	23	00	0252	0289	MOD	For Oil Based Paint, Add							\$2.74
							Installation	Quantity	Unit Price	Factor	=	Total			
								17.00	x	0.14	x	1.1500		2.74	

Teen Study Area

Subtotal for Teen Study Area	\$60,745.00
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This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Subcontractor Listing

Date: March 31, 2026

Re: IQC Master Contract #: CA-R8-GB-101723-MDJ
Work Order #: 152154.00
Owner PO #:
Title: Arcadia Library Painting and Carpet Replacement
Contractor: MDJ Management
Proposal Value: \$309,724.28

Name of Contractor	Duties	Amount	%
Eyedeal Interiors Inc		\$100,000.00	32.29



MDJ Management, LLC
License # 1044711
DIR # 1000061313
531 Main St. #611 El Segundo CA 90245
310-490-1521

Job Name: Arcadia Library Painting and Flooring
Location: Arcadia, CA
Customer: City of Arcadia

Submission Date: 2/27/26

Detailed Scope of Work

Auditorium Prep Room

- Paint
 - Protect existing furniture, doors, cabinets, countertops, items remaining on walls, and floors
 - Prep drywall walls and ceiling for paint
 - Prime drywall
 - Spray drywall 2 coats
 - Client to provide colors
 - Rollback all sprayed drywall
 - Excluded
 - Door, door frames, countertop, cabinets, and closet

Auditorium

- Paint
 - Protect existing furniture, doors, items remaining on walls, ceiling, wall panels, stage, walls not in scope, and floors
 - Prep trim and door frames for paint
 - Prime and 2 coats of paint
 - Client to provide colors
 - Excluded
 - Door, wall panels, ceiling, stage, and walls not in scope
- Flooring
 - Removal of existing rubber base
 - Removal of existing floor tiles
 - Prep Floor for new carpet tiles
 - Installation of new carpet tiles
 - Installation of new rubber base

Auditorium Entry

- Paint
 - Protect existing furniture, doors, ceiling, items remaining on walls, and floors
 - Prep drywall walls for paint

- Prime drywall
- Spray drywall 2 coats
 - Client to provide colors
- Rollback all sprayed drywall
- Excluded
 - Doors and ceiling
- Flooring
 - Removal of existing and installation of new base
 - Excluded
 - Existing VCT tiles

Auditorium Alcove

- Paint
 - Protect existing furniture, doors, ceiling, items remaining on walls, and floors
 - Prep drywall walls for paint
 - Prime drywall
 - Spray drywall 2 coats
 - Client to provide colors
 - Rollback all sprayed drywall
 - Excluded
 - Doors, and ceiling
- Flooring
 - Removal of existing rubber base
 - Removal of existing floor tiles
 - Prep Floor for new carpet tiles
 - Installation of new carpet tiles
 - Installation of new rubber base

Auditorium Restroom Entry Area

- Paint
 - Protect existing furniture, doors, ceiling, items remaining on walls, and floors
 - Prep drywall walls for paint
 - Prime drywall
 - Spray drywall 2 coats
 - Client to provide colors
 - Rollback all sprayed drywall
 - Excluded
 - Doors and ceiling
- Flooring
 - Removal of existing and installation of new base
 - Excluded
 - Existing plank flooring

Entry Hallway

- Paint
 - Protect existing furniture, doors, items remaining on walls, ceiling and floors as well as entryway/walkway and public access
 - Prep drywall walls and ceiling for paint
 - Prime drywall
 - Spray drywall 2 coats
 - Client to provide colors
 - Rollback all sprayed drywall

- Excluded
 - Doors and ceiling

Hallway Both Sides

- Paint
 - Protect existing chair rail, furniture, doors, items remaining on walls, ceiling and floors as well as entryway/walkway and public access
 - Prep drywall walls and ceiling for paint
 - Prime drywall
 - Spray drywall 2 coats
 - Client to provide colors
 - Rollback all sprayed drywall
 - Excluded
 - Doors, chair rail, and ceiling

Imagination Theatre

- Paint
 - Prep trim and door frames for paint
 - Prime and 2 coats of paint
 - Client to provide colors
 - Excluded
 - Doors, walls, and ceiling
- Flooring
 - Removal of existing rubber base
 - Removal of existing sheet carpet on stairs and stage
 - Removal of existing floor tiles
 - Prep floor for new carpet tiles
 - Installation of sheet carpet on stairs and stage
 - Installation of new carpet tiles
 - Installation of new rubber base

Sitting Area

- Paint
 - Protect existing furniture, doors, ceiling, and floors as well as entryway/walkway and public access
 - Prep drywall walls for paint
 - Prime drywall
 - Spray drywall 2 coats
 - Client to provide colors
 - Rollback all sprayed drywall
 - Excluded
 - Doors and ceiling

Carpet in front of Silent Room

- Flooring
 - Protect existing furniture, doors, and ceiling as well as entryway/walkway and public access
 - Removal of existing rubber base
 - Removal of existing floor tiles
 - Prep Floor for new carpet tiles
 - Installation of new carpet tiles
 - Installation of new rubber base

Teen Study Area Carpet

- Flooring
 - Protect existing furniture, window system, and ceiling as well as entryway/walkway and public access
 - Removal of existing rubber base
 - Removal of existing floor tiles
 - Prep Floor for new carpet tiles
 - Installation of new carpet tiles
 - Installation of new rubber base

Concrete Pillars

- Paint 15 total pillars throughout library
 - Protect existing furniture, doors, ceiling, and floors as well as entryway/walkway and public access
 - Prep pillars for paint
 - Prime pillars
 - Spray pillars 2 coats
 - Client to provide colors
 - Rollback all sprayed pillars
 - Excluded
 - Base, floor, and ceiling

Director's Office

- Flooring
 - Removal of existing rubber base
 - Removal of existing floor tiles
 - Prep Floor for new carpet tiles
 - Installation of new carpet tiles
 - Installation of new rubber base

Library Services Managers Office

- Paint
 - Protect existing furniture, doors, ceiling, and window system
 - Prep drywall walls and door frame for paint
 - Prime drywall and door frame
 - Spray drywall and door frame 2 coats
 - Client to provide colors
 - Rollback all sprayed drywall
 - Excluded
 - Doors, ceiling, and window system
- Flooring
 - Removal of existing rubber base
 - Removal of existing floor tiles
 - Prep floor for new carpet tiles
 - Installation of new carpet tiles
 - Installation of new rubber base

Admin Office and Hallway

- Paint
 - Protect existing furniture, doors, chair rail, and ceiling
 - Prep drywall walls and door frame for paint

- Prime drywall and door frame
- Spray drywall and door frame 2 coats
 - Client to provide colors
- Rollback all sprayed drywall
- Excluded
 - Doors, ceiling, and window system
- Flooring
 - Removal of existing rubber base
 - Removal of existing floor tiles
 - Prep floor for new carpet tiles
 - Installation of new carpet tiles
 - Installation of new rubber base

Copy Room

- Paint
 - Protect existing furniture, doors, and ceiling
 - Prep drywall walls and door frame for paint
 - Prime drywall and door frame
 - Spray drywall and door frame 2 coats
 - Client to provide colors
 - Rollback all sprayed drywall
 - Excluded
 - Doors and ceiling
- Flooring
 - Removal of existing rubber base
 - Removal of existing floor tiles
 - Prep floor for new carpet tiles
 - Installation of new carpet tiles
 - Installation of new rubber base

Conference Room

- Paint
 - Protect existing furniture, doors, ceiling, chair rail, pegboard wall, and window system
 - Prep drywall walls and door frame for paint
 - Prime drywall and door frame
 - Spray drywall and door frame 2 coats
 - Client to provide colors
 - Rollback all sprayed drywall
 - Excluded
 - Doors, ceiling, and window system
- Flooring
 - Removal of existing rubber base
 - Removal of existing floor tiles
 - Prep floor for new carpet tiles
 - Installation of new carpet tiles
 - Installation of new rubber base

Services Manager's Office

- Flooring
 - Removal of existing rubber base
 - Removal of existing floor tiles
 - Prep Floor for new carpet tiles

- Installation of new carpet tiles
- Installation of new rubber base

Administration Assistant's Office

- Flooring
 - Removal of existing rubber base
 - Removal of existing floor tiles
 - Prep Floor for new carpet tiles
 - Installation of new carpet tiles
 - Installation of new rubber base

Principal Adult Librarian's Office

- Paint
 - Protect existing furniture, doors, ceiling, pegboard wall, and window system
 - Prep drywall walls and door frame for paint
 - Prime drywall and door frame
 - Spray drywall and door frame 2 coats
 - Client to provide colors
 - Rollback all sprayed drywall
 - Excluded
 - Doors, ceiling, and window system
- Flooring
 - Removal of existing rubber base
 - Removal of existing floor tiles
 - Prep floor for new carpet tiles
 - Installation of new carpet tiles
 - Installation of new rubber base

Account Service's Office

- Paint
 - Protect existing furniture, doors, ceiling, and window system
 - Prep drywall walls and door frame for paint
 - Prime drywall and door frame
 - Spray drywall and door frame 2 coats
 - Client to provide colors
 - Rollback all sprayed drywall
 - Excluded
 - Doors, ceiling, and window system
- Flooring
 - Removal of existing rubber base
 - Removal of existing floor tiles
 - Prep floor for new carpet tiles
 - Installation of new carpet tiles
 - Installation of new rubber base

Account Services Main Room

- Paint
 - Protect existing furniture, doors, ceiling, and window systems
 - Remove existing wall bumpers and reinstall after painting
 - Prep drywall walls and door frame for paint
 - Prime drywall and door frame
 - Spray drywall and door frame 2 coats

- Client to provide colors
- Rollback all sprayed drywall
- Excluded
 - Doors, ceiling, and window system

Children's Supervisor's Office

- Paint
 - Protect existing furniture, doors, and ceiling
 - Prep drywall walls and door frame for paint
 - Prime drywall and door frame
 - Spray drywall and door frame 2 coats
 - Client to provide colors
 - Rollback all sprayed drywall
 - Excluded
 - Doors, ceiling, and window system
- Flooring
 - Removal of existing rubber base
 - Removal of existing floor tiles
 - Prep floor for new carpet tiles
 - Installation of new carpet tiles
 - Installation of new rubber base

Technical Services Supervisor's Office

- Paint
 - Protect existing furniture, doors, windows, and ceiling
 - Prep drywall walls and door frame for paint
 - Prime drywall and door frame
 - Spray drywall and door frame 2 coats
 - Client to provide colors
 - Rollback all sprayed drywall
 - Excluded
 - Doors, ceiling, and window system
- Flooring
 - Removal of existing rubber base
 - Removal of existing floor tiles
 - Prep floor for new carpet tiles
 - Installation of new carpet tiles
 - Installation of new rubber base

Rear Staff Hallway

- Paint
 - Protect existing furniture, doors, door frames, and ceiling
 - Prep drywall walls for paint
 - Prime drywall
 - Spray drywall 2 coats
 - Client to provide colors
 - Rollback all sprayed drywall
 - Excluded
 - Doors, door frames, and ceiling

Staff Restroom Hallway

- Paint
 - Protect existing furniture, wainscoting walls, floor, doors, and door frames

- Prep drywall walls and ceiling for paint
- Prime drywall
- Spray drywall 2 coats
 - Client to provide colors
- Rollback all sprayed drywall
- Excluded
 - Doors, door frames, and wainscoting walls

Rear Staff Hallway

- Paint
 - Protect existing furniture, doors, and door frames
 - Prep drywall walls and ceiling for paint
 - Prime drywall
 - Spray drywall 2 coats
 - Client to provide colors
 - Rollback all sprayed drywall
 - Excluded
 - Doors and door frames

Rear Exit Door

- Paint
 - Prep door and frame for pain
 - Prime
 - Spray 2 coats
 - Client to provide colors
 - Rollback all sprayed
 - Excluded
 - Adjacent walls

Notes:

- Any additional add on items will be at the request of Customer. Any adjustment shall be an additional cost.
- Price includes all labor (**Normal Working Hours - Prevailing Wage**), materials, equipment to complete this scope of work.
- Construction Exclusions:
 - All furniture and items attached to walls to be removed by client
 - Any furniture, pictures, plaques, book cases, ... left will be painted around

CLARIFICATIONS AND EXCLUSIONS:

- Warranty
 - One year warranty against workmanship
 - Manufacturer's warranty varies
- Plans, permits, permit fees, related fees, testing and/or testing fees, inspection fees, survey or survey fees, and engineering fees unless specified above to be paid for by client
- MDJ reserves the right to review, change, and/or delete any provisions of any prime contract or subcontract, which results from this quotation
 - Any such change and/or delete to be submitted in writing to be approved by the city engineer
- All terms to be net 30 days in full upon receipt of invoice. Interest will be charged at the rate of 2% monthly on the unpaid balance.

ROM PRICE: See Price Proposal

All work to be completed in a substantial and workmanlike manner according to standard practices for the sum of **See Price Proposal**. Any additional add on items will be at the request of Customer. Any adjustment shall be an additional cost.

Bid price is good for thirty (30) days only.

Any controversy or claim based on, arising out of, or relating to this agreement, or breach thereof, including any claim based on the work performed pursuant to this agreement, shall be submitted to the American Arbitration Association for binding arbitration in accordance with its rules. If any arbitration, legal action is brought to enforce this agreement, or arising out of or relating to the agreement, the prevailing party shall be entitled to recover from the non-prevailing party reasonable attorney fees and costs incurred, in addition to any and all other relief to which that party may be entitled.

Submitted by:



Matthew McMillon
President MDJ
310.490.1521
matt@buildwithmdj.com

EXHIBIT “B”

PLANS AND SPECIFICATIONS

All service and unit specifications are listed in Exhibit “A”.

EXHIBIT “C”

SPECIAL CONDITIONS

ARTICLE 1. BONDS

Within ten (10) calendar days from the date the Contractor is notified of award of the Contract, the Contractor shall deliver to the City four identical counterparts of the Performance Bond and Payment Bond on the forms supplied by the City and included as Exhibit “F” to the Contract. Failure to do so may, in the sole discretion of City, result in the forfeiture of Contractor’s bid security. The surety supplying the bond must be an admitted surety insurer, as defined in Code of Civil Procedure Section 995.120, authorized to do business as such in the State of California and satisfactory to the City. The Performance Bond and the Payment Bond shall be for one hundred percent (100%) of the Total Contract Price.

EXHIBIT "D"

**CERTIFICATION
LABOR CODE - SECTION 1861**

I, the undersigned Contractor, am aware of the provisions of Section 3700, et seq., of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of the Code, and I, the undersigned Contractor, agree to and will comply with such provisions before commencing the performance of the Work on this Contract.

MDJ MANAGEMENT, LLC

By: _____
Signature

Name (Print)

Title (Print)

EXHIBIT “E”

PUBLIC WORKS CONTRACTOR REGISTRATION CERTIFICATION

Pursuant to Labor Code sections 1725.5 and 1771.1, all contractors and subcontractors that wish to bid on, be listed in a bid proposal, or enter into a contract to perform public work must be registered with the Department of Industrial Relations. See <http://www.dir.ca.gov/Public-Works/PublicWorks.html> for additional information.

No bid will be accepted nor any contract entered into without proof of the contractor’s and subcontractors’ current registration with the Department of Industrial Relations to perform public work.

Contractor hereby certifies that it is aware of the registration requirements set forth in Labor Code sections 1725.5 and 1771.1 and is currently registered as a contractor with the Department of Industrial Relations.¹

Name of Contractor:_____

DIR Registration Number:_____

DIR Registration Expiration:_____

Small Project Exemption: ____ Yes or ____ No

Unless Contractor is exempt pursuant to the small project exemption, Contractor further acknowledges:

- Contractor shall maintain a current DIR registration for the duration of the project.
- Contractor shall include the requirements of Labor Code sections 1725.5 and 1771.1 in its contract with subcontractors and ensure that all subcontractors are registered at the time of bid opening and maintain registration status for the duration of the project.
- Failure to submit this form or comply with any of the above requirements may result in a finding that the bid is non-responsive.

Name of Contractor_____

Signature_____

Name and Title_____

Dated_____

¹ If the Project is exempt from the contractor registration requirements pursuant to the small project exemption under Labor Code Sections 1725.5 and 1771.1, please mark “Yes” in response to “Small Project Exemption.”

EXHIBIT “F”

PAYMENT AND PERFORMANCE BONDS

PERFORMANCE BOND

KNOW ALL PERSONS BY THESE PRESENTS:

THAT WHEREAS, the City of Arcadia (hereinafter referred to as "City") has awarded to **MDJ Management, LLC**, (hereinafter referred to as the "Contractor") an agreement for **Library Painting and Carpet Replacement Project / Contract No. _____** (hereinafter referred to as the "Project").

WHEREAS, the work to be performed by the Contractor is more particularly set forth in the Contract Documents for the Project dated _____, (hereinafter referred to as "Contract Documents"), the terms and conditions of which are expressly incorporated herein by reference; and

WHEREAS, the Contractor is required by said Contract Documents to perform the terms thereof and to furnish a bond for the faithful performance of said Contract Documents.

NOW, THEREFORE, we, _____, the undersigned Contractor and _____ as Surety, a corporation organized and duly authorized to transact business under the laws of the State of California, are held and firmly bound unto the City in the sum of **THREE HUNDRED NINE THOUSAND, SEVEN HUNDRED TWENTY-FOUR DOLLARS AND TWENTY-EIGHT CENTS (\$309,724.28)**, said sum being not less than one hundred percent (100%) of the total amount of the Contract, for which amount well and truly to be made, we bind ourselves, our heirs, executors and administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that, if the Contractor, his 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 agreements in the Contract Documents and any alteration thereof made as therein provided, on its part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their intent and meaning; and shall faithfully fulfill all obligations including the one-year guarantee of all materials and workmanship; and shall indemnify and save harmless the City, its officers and agents, as stipulated in said Contract Documents, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

As a condition precedent to the satisfactory completion of the Contract Documents, unless otherwise provided for in the Contract Documents, the above obligation shall hold good for a period of one (1) year after the acceptance of the work by City, during which time if Contractor shall fail to make full, complete, and satisfactory repair and replacements and totally protect the City from loss or damage resulting from or caused by defective materials or faulty workmanship, Surety shall undertake and faithfully fulfill all such obligations. The obligations of Surety hereunder shall continue so long as any obligation of Contractor remains. Nothing herein shall limit the City's rights or the Contractor or Surety's obligations under the Contract, law or equity, including, but not limited to, California Code of Civil Procedure section 337.15.

Whenever Contractor shall be, and is declared by the City to be, in default under the Contract Documents, the Surety shall remedy the default pursuant to the Contract Documents, or shall promptly, at the City's option:

- (1) Take over and complete the Project in accordance with all terms and conditions in the Contract Documents; or
- (2) Obtain a bid or bids for completing the Project in accordance with all terms and conditions in the Contract Documents and upon determination by Surety of the lowest responsive and responsible bidder, arrange for a Contract between such bidder, the Surety and the City, and make available as work progresses sufficient funds to pay the cost of completion of the Project, less the balance of the contract price, including other costs and damages for which Surety may be liable. The term "balance of the contract price" as used in this paragraph shall mean the total amount payable to Contractor by the City under the Contract and any modification thereto, less any amount previously paid by the City to the Contractor and any other set offs pursuant to the Contract Documents.
- (3) Permit the City to complete the Project in any manner consistent with local, California and federal law and make available as work progresses sufficient funds to pay the cost of completion of the Project, less the balance of the contract price, including other costs and damages for which Surety may be liable. The term "balance of the contract price" as used in this paragraph shall mean the total amount payable to Contractor by the City under the Contract and any modification thereto, less any amount previously paid by the City to the Contractor and any other set offs pursuant to the Contract Documents.

Surety expressly agrees that the City may reject any contractor or subcontractor which may be proposed by Surety in fulfillment of its obligations in the event of default by the Contractor.

Surety shall not utilize Contractor in completing the Project nor shall Surety accept a bid from Contractor for completion of the Project if the City, when declaring the Contractor in default, notifies Surety of the City's objection to Contractor's further participation in the completion of the Project.

The Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract Documents or to the Project to be performed thereunder shall in any way affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract Documents or to the Project, including but not limited to the provisions of sections 2819 and 2845 of the California Civil Code.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this _____ day of _____, 20__).

(Corporate Seal)

Contractor/ Principal

By _____

Title _____

(Corporate Seal)

Surety

By _____
Attorney-in-Fact

Signatures of those signing for the Contractor and Surety must be notarized and evidence of corporate authority attached.

(Attach Attorney-in-Fact Certificate) Title _____

The rate of premium on this bond is _____ per thousand. The total amount of premium charges, \$_____.
(The above must be filled in by corporate attorney.)

THIS IS A REQUIRED FORM

Any claims under this bond may be addressed to:

(Name and Address of Surety) _____

(Name and Address of Agent or
Representative for service of
process in California, if different
from above) _____

(Telephone number of Surety and
Agent or Representative for service
of process in California) _____

NOTE: A copy of the Power-of-Attorney authorizing the person signing on behalf of the Surety to do so must be attached hereto.

Notary Acknowledgment

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA
COUNTY OF _____

On _____, 20____, before me, _____, Notary Public, personally
appeared _____, who proved to me on the basis of satisfactory

evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS my hand and official seal.

Signature of Notary Public

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.

CAPACITY CLAIMED BY SIGNER

DESCRIPTION OF ATTACHED DOCUMENT

- ☐ Individual
☐ Corporate Officer

Title(s)

- ☐ Partner(s) ☐ Limited
 ☐ General

- ☐ Attorney-In-Fact
☐ Trustee(s)
☐ Guardian/Conservator
☐ Other:

Signer is representing:
Name Of Person(s) Or Entity(ies)

Title or Type of Document

Number of Pages

Date of Document

Signer(s) Other Than Named Above

PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS That

WHEREAS, the City of Arcadia (hereinafter designated as the "City"), by action taken or a resolution passed **September 15, 2026** has awarded to **MDJ Management, LLC** hereinafter designated as the "Principal," a contract for the work described as follows: **Library Painting and Carpet Replacement Project / Contract No. _____** (the "Project"); and

WHEREAS, the work to be performed by the Principal is more particularly set forth in the Contract Documents for the Project dated _____ ("Contract Documents"), the terms and conditions of which are expressly incorporated by reference; and

WHEREAS, said Principal is required to furnish a bond in connection with said contract; providing that if said Principal or any of its Subcontractors shall fail to pay for any materials, provisions, provender, equipment, or other supplies used in, upon, for or about the performance of the work contracted to be done, or for any work or labor done thereon of any kind, or for amounts due under the Unemployment Insurance Code or for any amounts required to be deducted, withheld, and paid over to the Employment Development Department from the wages of employees of said Principal and its Subcontractors with respect to such work or labor the Surety on this bond will pay for the same to the extent hereinafter set forth.

NOW THEREFORE, we, the Principal and _____ as Surety, are held and firmly bound unto the City in the penal sum of **THREE HUNDRED NINE THOUSAND, SEVEN HUNDRED TWENTY-FOUR DOLLARS AND TWENTY-EIGHT CENTS (\$309,724.28)** 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, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that if said Principal, his or its subcontractors, heirs, executors, administrators, successors or assigns, shall fail to pay any of the persons named in Section 9100 of the Civil Code, fail to pay for any materials, provisions or other supplies, used in, upon, for or about the performance of the work contracted to be done, or for any work or labor thereon of any kind, or amounts due under the Unemployment Insurance Code with respect to work or labor performed under the contract, or for any amounts required to be deducted, withheld, and paid over to the Employment Development Department or Franchise Tax Board from the wages of employees of the contractor and his subcontractors pursuant to Section 18663 of the Revenue and Taxation Code, with respect to such work and labor the Surety or Sureties will pay for the same, in an amount not exceeding the sum herein above specified.

This bond shall inure to the benefit of any of the persons named in Section 9100 of the Civil Code so as to give a right of action to such persons or their assigns in any suit brought upon this bond.

It is further stipulated and agreed that the Surety on this bond shall not be exonerated or released from the obligation of this bond by any change, extension of time for performance, addition, alteration or modification in, to, or of any contract, plans, specifications, or agreement pertaining or relating to any scheme or work of improvement herein above described, or pertaining or relating to the furnishing of labor, materials, or equipment therefore, nor by any change or modification of any terms of payment or extension of the time for any payment pertaining or relating to any scheme or work of improvement herein above described, nor by any rescission or attempted rescission of the contract, agreement or bond, nor by any conditions precedent or subsequent in the bond attempting to limit the right of recovery of claimants otherwise entitled to recover under any such contract or

agreement or under the bond, nor by any fraud practiced by any person other than the claimant seeking to recover on the bond and that this bond be construed most strongly against the Surety and in favor of all persons for whose benefit such bond is given, and under no circumstances shall Surety be released from liability to those for whose benefit such bond has been given, by reason of any breach of contract between the owner or City and original contractor or on the part of any obligee named in such bond, but the sole conditions of recovery shall be that claimant is a person described in Section 9100 of the Civil Code, and has not been paid the full amount of his claim and that Surety does hereby waive notice of any such change, extension of time, addition, alteration or modification herein mentioned and the provisions of sections 2819 and 2845 of the California Civil Code.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this _____ day of _____, 20__.

(Corporate Seal)

Contractor/ Principal

By _____

Title _____

(Corporate Seal)

Surety

By _____

Attorney-in-Fact

Title _____

Signatures of those signing for the Contractor and Surety must be notarized and evidence of corporate authority attached. A Power-of-Attorney authorizing the person signing on behalf of the Surety to do so must be attached hereto.

NOTE: A copy of the Power-of-Attorney authorizing the person signing on behalf of the Surety to do so must be attached hereto.

Notary Acknowledgment

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA
COUNTY OF _____

On _____, 20____, before me, _____, Notary Public, personally
appeared _____, who proved to me on the basis of satisfactory

evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS my hand and official seal.

Signature of Notary Public

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.

CAPACITY CLAIMED BY SIGNER

DESCRIPTION OF ATTACHED DOCUMENT

- ☐ Individual
☐ Corporate Officer

Title(s)
☐ Partner(s) ☐ Limited
☐ General

- ☐ Attorney-In-Fact
☐ Trustee(s)
☐ Guardian/Conservator
☐ Other:

Signer is representing:
Name Of Person(s) Or Entity(ies)

Title or Type of Document

Number of Pages

Date of Document

Signer(s) Other Than Named Above

EXHIBIT “G”

FEDERAL REQUIREMENTS

Not applicable.



PUBLIC WORKS SERVICES DEPARTMENT

DATE: September 15, 2026

TO: Honorable Mayor and City Council

FROM: Paul Cranmer, Assistant City Manager/Public Works Services Director
By: John Corona, Utilities Manager

SUBJECT: PURCHASE ORDER WITH ONE NATION DISTRIBUTION, LLC FOR THE PURCHASE OF ONE 2026 FORD MAVERICK IN THE AMOUNT OF \$38,557.87

CEQA: Not a Project

Recommendation: Approve

SUMMARY

The Fiscal Year 2026-27 Equipment Replacement Budget provides for the replacement of one compact pickup truck for the Public Works Services Department ("PWSD"), in accordance with the criteria established in the City's Vehicle Replacement Program. To ensure the City obtains the most competitive pricing, a formal competitive bid process was conducted. One Nation Distribution, LLC submitted the lowest responsive bid.

It is recommended that the City Council approve a Purchase Order with One Nation Distribution, LLC for the purchase of one 2026 Ford Maverick in the amount of \$38,557.87.

BACKGROUND

The Fiscal Year 2026-27 Equipment Replacement Budget provides funding for the purchase of one compact pickup truck for the PWSD. The vehicle proposed for replacement is a 2012 Chevrolet Colorado with approximately 81,500 miles. The vehicle meets the age-based replacement criteria established under the City's Vehicle Replacement Program and is also in poor mechanical and physical condition. Specifically, the vehicle's body has sustained damage requiring repair, the seats are

torn and significantly worn, and the vehicle consistently burns oil, which has adversely affected its reliability and continued serviceability. Based on the vehicle's age, condition, and ongoing maintenance needs, the 2012 Chevrolet Colorado will be replaced with a new 2026 Ford Maverick.

The 2026 Ford Maverick will be assigned to the PWSD Utilities Division to support the operation and maintenance of the City's water meter infrastructure. The vehicle will be utilized for routine water meter reading, replacement, and troubleshooting activities throughout the City, including field responses to connectivity issues. The compact pickup configuration provides adequate capacity to transport water meters, fittings, gaskets, seals, tools, and required safety equipment to perform field activities efficiently and safely. The vehicle will also support the Utilities Division in responding to customer service requests and other field-related needs associated with the City's water meter infrastructure.

DISCUSSION

A Notice Inviting Bids was published in accordance with City Council Resolution No. 7483. In addition, bid packages were distributed to local vendors capable of providing the specified vehicle. On August 13, 2026, the City Clerk received three responsive bids. The bid results are summarized below:

Bidder	Location	Bid Amount
Envision Ford Lincoln of Duarte	Duarte, CA	\$37,570.00*
One Nation Distribution, LLC	Volant, PA	\$38,557.87
Colley Ford	Glendora, CA	\$39,450.70

*Envision Ford Lincoln of Duarte's bid is deemed non-responsive.

All bid submissions were reviewed for compliance with the requirements set forth in the bid documents, and the qualifications and business backgrounds of the responding vendors were evaluated. During the review, it was determined that Envision Ford Lincoln of Duarte submitted a bid for a 2027 Ford Maverick, whereas the bid specifications required a 2026 Ford Maverick.

The PWSD specified a 2026 model because the vehicle is currently available for purchase and is should allow for expedited delivery to the City. As the vehicle offered

by Envision Ford Lincoln of Duarte does not conform to the specified model year requirement, the bid is deemed non-responsive and was not considered for award.

Based on the evaluation of the submitted bids, it was determined that One Nation Distribution, LLC submitted the lowest responsive bid and meets all of the City's specified vehicle requirements.

ENVIRONMENTAL ANALYSIS

The proposed action does not constitute a project under the California Environmental Quality Act ("CEQA"), as it can be seen with certainty that it will have no impact on the environment.

FISCAL IMPACT

The total purchase cost for the 2026 Ford Maverick is \$38,557.87. The Fiscal Year 2026-27 Equipment Replacement Budget includes an appropriation of \$50,000 for the purchase and outfitting of the replacement vehicle. The remaining balance will be used to purchase and install aftermarket equipment necessary for departmental operations, including a radio, warning lights, and other required safety and communications equipment.

RECOMMENDATION

It is recommended the City Council determine that this action does not constitute a project under the California Environmental Quality Act ("CEQA"); and approve a Purchase Order with One Nation Distribution, LLC for the purchase of one 2026 Ford Maverick in the amount of \$38,557.87.

Approved:


Dominic Lazzaretto
City Manager



PUBLIC WORKS SERVICES DEPARTMENT

DATE: September 15, 2026

TO: Honorable Mayor and City Council

FROM: Paul Cranmer, Assistant City Manager/Public Works Services Director
By: John Corona, Utilities Manager

SUBJECT: PURCHASE ORDER WITH MOUNTAIN VIEW CHEVROLET FOR THE PURCHASE OF ONE 2026 CHEVROLET SILVERADO 2500HD SERVICE BODY PICKUP TRUCK IN THE AMOUNT OF \$63,242.51

CEQA: Not a Project

Recommendation: Approve

SUMMARY

The Fiscal Year 2026-27 Equipment Replacement Budget provides for the replacement of one service body pickup truck for the Public Works Services Department ("PWSD"), in accordance with the criteria established under the City's Vehicle Replacement Program. To ensure the City receives the most competitive pricing, a formal competitive bidding process was conducted. Mountain View Chevrolet submitted the lowest responsive bid.

It is recommended that the City Council approve a Purchase Order with Mountain View Chevrolet for the purchase of one 2026 Chevrolet Silverado 2500HD Service Body Pickup Truck in the amount of \$63,242.51.

BACKGROUND

The Fiscal Year 2026-27 Equipment Replacement Budget provides for the purchase of one service body pickup truck for the PWSD. The vehicle scheduled for replacement is a 2013 Chevrolet Silverado 2500HD Service Body Pickup Truck with approximately 113,948 miles. The vehicle meets the mileage-based replacement criteria established under the City's Vehicle Replacement Program.

A new 2026 Chevrolet Silverado 2500HD Service Body Pickup Truck will be purchased to replace the existing 2013 vehicle. The truck is utilized by the PWSD Utilities Division to support a variety of maintenance and repair activities, including responding to customer service requests, performing water meter repairs and replacements, collecting water meter data, and investigating water meter leaks.

The new 2026 Chevrolet Silverado 2500HD will be equipped with a service body that provides secure, organized, and weather-resistant storage for tools, meters, fittings, repair parts, personal protective equipment ("PPE"), traffic-control equipment, and other supplies necessary to support field operations.

DISCUSSION

A Notice Inviting Bids was published in accordance with City Council Resolution No. 7483, and bid packages were distributed to local vendors that provide this type of vehicle. On August 13, 2026, the City Clerk received seven bids. The bid results are summarized below:

Bidder	Location	Bid Amount
Fairfield Chevrolet & CA Police Cars	Fairfield, CA	\$51,586.25*
Mountain View Chevrolet	Upland, CA	\$63,242.51
American Chevrolet	Modesto, CA	\$64,427.03
DeLillo Chevrolet	Huntington Beach, CA	\$64,480.00
One Nation Distribution, LLC	Volant, PA	\$66,187.29
Chevrolet of Puente Hills	City of Industry, CA	\$67,000.00
Sierra Chevrolet of Monrovia	Monrovia, CA	\$68,137.55

* Fairfield Chevrolet & CA Police Cars' bid is deemed non-responsive.

All bid documents were reviewed for completeness and compliance with the specifications, and the background of each vendor was evaluated. During this review, it was determined that Fairfield Chevrolet & CA Police Cars submitted a bid for a 2026 Chevrolet Silverado 2500HD that did not include the service body specified in the bid documents. The required service body is necessary to provide secure, organized, and weather-resistant storage for equipment and supplies used in field operations.

Because the Fairfield Chevrolet & CA Police Cars bid did not meet the required specifications, the bid was determined to be non-responsive. Based on the

evaluation of the remaining bids, Mountain View Chevrolet was determined to be the lowest responsive bidder meeting all the City's required vehicle specifications.

ENVIRONMENTAL ANALYSIS

The proposed action does not constitute a project under the California Environmental Quality Act ("CEQA"), as it can be seen with certainty that it will have no impact on the environment.

FISCAL IMPACT

The total cost of the 2026 Chevrolet Silverado 2500HD Service Body Pickup Truck is \$63,242.51. The Fiscal Year 2026-27 Equipment Replacement Budget includes \$80,000 for the purchase of the replacement vehicle. The remaining budgeted funds will be used for the installation of necessary aftermarket equipment, including radios, warning lights, and other equipment required to support the vehicle's field operations.

RECOMMENDATION

It is recommended that the City Council determine that the proposed action is not a project subject to the California Environmental Quality Act ("CEQA"); and approve a Purchase Order with Mountain View Chevrolet for the purchase of one 2026 Chevrolet Silverado 2500HD Service Body Pickup Truck in the amount of \$63,242.51.

Approved:



Dominic Lazzaretto
City Manager



CITY OF ARCADIA

STAFF REPORT

FIRE DEPARTMENT

DATE: September 15, 2026

TO: Honorable Mayor and City Council

FROM: Chen Suen, Fire Chief
By: Richard Oishi, Deputy Fire Chief

SUBJECT: PURCHASE ORDER WITH THE CITY OF GLENDALE'S VERDUGO FIRE COMMUNICATIONS CENTER FOR THE PURCHASE OF IPADS, HAVIS MOUNTS, AND RELATED MOUNTING COMPONENTS REQUIRED FOR THE VERDUGO COMPUTER AIDED DISPATCH ("CAD") UPGRADE, IN THE AMOUNT OF \$38,242

CEQA: Not a Project

Recommendation: Approve

SUMMARY

The Arcadia Fire Department receives emergency fire and medical dispatch services through the Verdugo Fire Communications Center ("Verdugo"). As part of its Computer Aided Dispatch ("CAD") system upgrade, participating agencies are required to provide compatible equipment that interfaces with the Verdugo system. After assessing the Arcadia Fire Department's existing Mobile Data Computer ("MDC") system, Verdugo determined that Arcadia would need to purchase 18 Apple iPads, 16 Havis mounts, and related mounting components. This purchase will replace all MDCs from the Fire Department's emergency response vehicles, and totals \$38,242. Sufficient funds have been allocated in the FY 2026-27 Fire Communication and Technology Equipment Replacement Budget for this purchase.

It is recommended that the City Council approve a Purchase Order with the City of Glendale's Verdugo Fire Communications Center for the purchase of iPads, Havis mounts, and related mounting components required for the Verdugo CAD upgrade project, in the amount of \$38,242.

BACKGROUND

The Verdugo system provides regional fire and emergency medical dispatch services, and supports coordinated communications among participating agencies, including the City of Arcadia. Current dispatch technology and the regionalized approach by Verdugo allow the Fire Department to meet industry standards for response times. The City of Arcadia's 2014 Agreement with City of Glendale's Verdugo Fire Communications Center for dispatch services identifies the responsibilities of its participating cities, including their equipment that interface with the Verdugo system.

Section IB of the Agreement, "Responsibilities of Contracting City", requires the City of Arcadia to provide equipment, hardware, and software that interface with the Verdugo System. Additionally, Section II, "Equipment", requires the City to purchase, install, test, and maintain the equipment and hardware necessary to perform its responsibilities under Section IB of the Agreement, and is responsible for all costs related to the purchase and installation of such equipment. Accordingly, Arcadia is contractually responsible for the cost of the equipment necessary to maintain compatibility with Verdugo's upgraded CAD system.

DISCUSSION

In FY 2025-26, as part of the required Verdugo Dispatch CAD upgrade, the need for mobile equipment to support incident dispatch information in the field was identified, which would replace all MDCs in Fire Department emergency response vehicles. The required equipment for Arcadia consists of the purchase and installation of 18 Apple iPads, 16 Havis mounts, and related mounting equipment to Fire Department emergency response vehicles. These devices and mounts offer a standardized mobile platform for receiving and accessing CAD information, including data utilized for dispatching, incident coordination, and unit status. Standardizing the mobile CAD platform also supports interoperability with the broader Verdugo Dispatch Area.

The total cost for the required equipment is \$38,242. This purchase is essential for completing the City of Arcadia's portion of the CAD upgrade and ensuring continued compatibility with Verdugo's regional dispatch platform. Verdugo is coordinating the acquisition and purchase of the standardized equipment on behalf of participating

agencies, and Arcadia is responsible for reimbursing Verdugo for its allocated equipment.

ENVIRONMENTAL ANALYSIS

The proposed action does not constitute a project under the California Environmental Quality Act ("CEQA"), as it can be seen with certainty that it will have no impact on the environment.

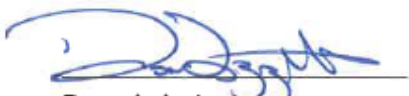
FISCAL IMPACT

The total cost for the 18 iPads, 16 Havis mounts, and related mounting components required for the Verdugo CAD upgrade is \$38,242. Under the City's Agreement for fire dispatch services, the contracting city (e.g. City of Arcadia) shall be responsible for all costs related to the purchase of equipment and hardware necessary to interface with, and support, the Verdugo system. In the Fiscal Year 2026-27 Fire Communication and Technology Equipment Replacement Budget, \$200,000 has been budgeted for this purchase. The budgeted amount is substantially higher than the final expense because the budget was developed before the exact number of units and pieces of equipment were known.

RECOMMENDATION

It is recommended that the City Council find that the proposed action does not constitute a project under the California Environmental Quality Act ("CEQA"); and approve a Purchase Order with the City of Glendale's Verdugo Fire Communications Center for the purchase of iPads, Havis mounts, and related mounting components, required for the Verdugo Computer Aided Dispatch ("CAD") upgrade, in the amount of \$38,242.

Approved:



Dominic Lazzaretto
City Manager



LIBRARY AND MUSEUM SERVICES DEPARTMENT

DATE: September 15, 2026

TO: Honorable Mayor and City Council

FROM: Samantha Alba, Director for Library and Museum Services

SUBJECT: PURCHASE ORDER WITH SDI PRESENCE LLC FOR THE REPLACEMENT OF A PUBLIC NETWORK FIREWALL AND FIVE (5) YEARS OF LICENSING AND VENDOR SUPPORT IN THE AMOUNT OF \$56,500

CEQA: Not a Project

Recommendation: Approve

SUMMARY

The purpose of this report is to recommend that the City Council approve a Purchase Order with SDI Presence LLC for \$56,500 using American Rescue Plan Act ("ARPA") funds for the purchase and replacement of the Arcadia Public Library's public network firewall, including five (5) years of licensing and vendor support. Replacing the existing firewall will improve network security, enhance system reliability, and ensure continued protection of the Library's technology infrastructure and public services.

BACKGROUND

The Arcadia Public Library relies on its network infrastructure to provide public internet access and support essential technology services. The Library serves more than 369,000 visitors annually, making dependable network connectivity and cybersecurity essential to maintaining uninterrupted public service.

The Library's current public network firewall was installed in 2016 and reached the end of vendor support in 2024. As a result, the device no longer receives software updates, security patches, and vendor-supported troubleshooting. Additionally, the management console is no longer accessible or supported, limiting the Library's ability to make necessary configuration and security changes.

A firewall is a critical component of network security and serves as a primary line of defense between the Library's internal network and external internet traffic. The firewall monitors, filters, and blocks unauthorized access while allowing legitimate network communications. Replacement of the unsupported device is necessary to maintain a secure and reliable public network.

DISCUSSION

The replacement firewall will provide the Library with a current vendor-supported network security solution with configuration capabilities, performance, and scalability needed to support the Library's existing and future technology needs. It will also provide ongoing manufacturer support and security updates, reducing the risks associated with operating unsupported equipment.

Replacing the existing firewall will provide several operational and security benefits, including:

- Enhanced protection against ransomware, malware, phishing, and other cybersecurity threats.
- Improved network performance and reliability for Library visitors, as well as staff who depend on secure network access to deliver daily user services.
- Five (5) years of licensing, software updates, technical support, and warranty services.
- Reduced risk of unexpected equipment failure and network service disruptions.
- Increased capacity and scalability to accommodate future technology needs.

The replacement will integrate with the Library's existing network infrastructure and provide modern security features that are not available with the current equipment. Replacing the firewall will reduce the likelihood of unexpected equipment failure, minimize disruptions to Library operations, and help ensure the Library can continue providing secure and reliable technology services for the community.

ENVIRONMENTAL ANALYSIS

The proposed action does not constitute a project under the California Environmental Quality Act ("CEQA"), as it can be seen with certainty that it will have

no impact on the environment.

FISCAL IMPACT

The total cost of the upgrade is \$56,500 and was included in the Fiscal Year 2026-2027 adopted budget. The cost to replace the public broadband firewall will be offset in its entirety by funds received from the American Rescue Plan Act ("ARPA"). As a result, there will be no financial impact on the City's General Fund, which would normally support such expenses.

RECOMMENDATION

It is recommended the City Council determine that this action is not a project under the California Environmental Quality Act ("CEQA"); and approve a Purchase Order with SDI Presence LLC for the replacement of a public network firewall and five (5) years of licensing and vendor support; and authorize and direct the City Manager to execute any necessary documents to complete the purchase.

Approved:



Dominic Lazzaretto
City Manager

Attachment: SDI Presence LLC Quote

August 13, 2026

Wilson Luo
City of Arcadia
240 W. Huntington Dr.,
Arcadia, CA 91007

Re: Library - City of Arcadia Quote – Updated

Mr. Luo:

This pricing supersedes the original Palo Alto equipment and licensing quote that expired in June, 2026. As we previously discussed, the purchasing delay has resulted in supply channel pricing changes. This new pricing is valid through October 31, 2026.

This pricing includes one (1) Palo Alto 1410 and five (5) years of licensing and vendor support.

Manufacturer	Mfr. Part #	Qty	Description	MSRP	Discount	Price
PALO ALTO NETWORKS	PAN-PA-1410	1	PA-1410	\$9,995.00	20%	\$ 7,996.00
PALO ALTO SUBSCRIPTIONS	PAN-PA-1410-BND-PRECISIONAI-5YR	1	PA-1410 PRECISION AI NETWORK SECURITY SUBSCRIPTION BUNDLE 5 YEAR	\$46,110.00	18%	\$ 37,810.20
PALO ALTO FLINE SUPPORT	PAN-SVC-PREM-1410-5YR	1	PA-1410 PREM SUP 5YR 60MO TERM (60 MONTHS)	\$10,500.00	10%	\$ 9,450.00

Subtotal	\$ 55,256.20
Sales Tax (10.5%)	\$ 839.58
Total	\$ 56,095.78

Sincerely,

Jason Hennessey
Account Manager
jhennessey@sdipresence.com
949-293-4304
SDI Presence LLC

cc: None



CITY OF ARCADIA

STAFF REPORT

POLICE DEPARTMENT

DATE: September 15, 2026

TO: Honorable Mayor and City Council

FROM: Kollin Cieadlo, Interim Police Chief
By: Amber Abeyta, Management Analyst

SUBJECT: PURCHASE OF AMMUNITION FROM SAN DIEGO POLICE EQUIPMENT CO., INC. IN AN AMOUNT NOT TO EXCEED \$122,652
CEQA: Not a Project
Recommendation: Waive the Formal Bid Process and Approve

SUMMARY

The Police Department maintains a supply of ammunition for its various weapons for training, testing, and safety response purposes. It is recommended that the City Council authorize the purchase of new factory ammunition from San Diego Police Equipment Co., Inc. in an amount not to exceed \$122,652. It is further recommended that the City Council delegate the authority to waive the formal bid process and approve future purchases to the City Manager, without returning to the City Council for approval, provided that any financial increases remain within recognized inflationary levels.

DISCUSSION

The Police Department maintains a variety of weapons to respond to any potential threats to the safety and welfare of Arcadia residents. All police officers are required to maintain standards of proficiency for various weapons used in the line of duty. Purchases of ammunition are made on an as-needed basis to maintain adequate inventory and to meet officer proficiency levels through monthly qualifications and scheduled trainings.

The Department's weapons all require specialized types of ammunition, which are limited to specific manufacturers and authorized dealers. The Department utilizes

two primary brands of ammunition, Federal Premium and Speer, which are both owned and manufactured by Alliant Techsystems, Inc. ("ATK"). San Diego Police Equipment Co., Inc. is the sole authorized dealer and distributor of ATK ammunition for the western United States. Given that San Diego Police Equipment Co., Inc. is the sole authorized dealer and distributor of ATK ammunition, it is recommended that the City Council waive the formal bidding process and authorize the purchase of this ammunition.

Separately, the Department purchases ammunition from Blackhills Ammunition, Inc., for ammunition specific to SWAT-sniper training and operations. ATK and Blackhills' ammunition have been utilized by the Department for over a decade. This ammunition continues to meet the Department's standards for ballistic capabilities, performance, and functional reliability.

ENVIRONMENTAL ANALYSIS

The proposed action does not constitute a project under the California Environmental Quality Act ("CEQA"), based on Section 15061(b)(3) of the CEQA Guidelines, as it can be seen with certainty that it will have no impact on the environment.

FISCAL IMPACT

Based on previous usage, ammunition costs totaling approximately \$122,652 will be required during the current Fiscal Year to meet the Department's needs. The exact amounts of ammunition will vary based on needs that arise throughout the year. The City will only be charged for ammunition purchased. Sufficient funds for the purchase of ammunition have been allocated in the Fiscal Year 2026-27 Police Department Budget, under the Patrol FTU (Field Training Unit) Supplies account.

RECOMMENDATION

It is recommended that the City Council determine that this action is not a project under the California Environmental Quality Act ("CEQA"); waive the formal bid process; and approve the purchase of ammunition from San Diego Police Equipment Co., Inc. in an amount not to exceed \$122,652. It is further recommended that the City Council delegate the authority to waive the formal bid process and approve future

Police Department Ammunition Purchase

September 15, 2026

Page 3 of 3

purchases to the City Manager, without returning to the City Council for approval, provided that any financial increases remain within recognized inflationary levels.

Approved:


Dominic Lazzaretto
City Manager



CITY OF ARCADIA

STAFF REPORT

OFFICE OF THE CITY MANAGER

DATE: September 15, 2026

TO: Honorable Mayor and City Council

FROM: Dominic Lazzaretto, City Manager
By: Justine Bruno, Deputy City Manager

SUBJECT: DESIGNATION OF VOTING DELEGATES FOR THE 2026 LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE
CEQA: Not a Project
Recommendation: Designate Council Member Michael Cao as the Voting Delegate and Council Member John Han as the Alternate

SUMMARY

The League of California Cities ("Cal Cities") Annual Conference is scheduled for September 23-25, 2026, in Anaheim. An important part of the conference is the General Assembly meeting for member cities, which occurs in-person on Friday, September 25, 2026, at 8:30 a.m. Consistent with Cal Cities' bylaws, a city's Voting Delegate and up to two Alternate Voting Delegates must be designated by City Council action. The Voting Delegates and Alternates are designated by the City Council to represent Arcadia and vote on resolutions that establish Cal Cities policy and bylaw amendments.

It is recommended that the City Council designate Council Member Michael Cao as the Voting Delegate and Council Member John Han as the Alternate for the 2026 League of California Cities Annual Conference.

BACKGROUND

To vote on behalf of Arcadia at the General Assembly meeting, the City Council must select a Voting Delegate and up to two Alternate Voting Delegates. A city's Voting Delegate and Alternate(s) must be selected by City Council action and cannot be designated by individual action of the Mayor or City Manager. Arcadia must provide

evidence of such action to Cal Cities. Once the delegates have been approved, the selected Voting Delegate and Alternate(s) will be submitted to Cal Cities through their online portal (see Attachment No. 1).

Traditionally, voting delegates have been assigned by order and/or seniority on the City Council, as well as by expressing an interest in attending the General Assembly session. Since in-person voting is required during the General Assembly, the Voting Delegate and Alternate(s) should be selected from those that are able to attend the conference on the last day. Years when the Mayor or Mayor Pro Tem could not attend the conference, another member of the City Council was selected, or the City Manager could be authorized as the Voting Delegate on behalf of the City Council. In 2025, then-Mayor Sharon Kwan and Mayor Pro Tem Eileen Wang, were selected as the Voting Delegate and Alternate for the Annual League Conference.

Member cities may submit general resolutions 60 days before the beginning of the Annual Conference. These resolutions are policy proposals on issues of importance to cities and require support from at least five additional member cities or individual members, before being presented to the General Assembly for action. At this time, there has been one policy resolution submitted by a member city for consideration by the General Assembly, which has been detailed in Attachment No. 1. Any resolutions introduced during the conference are left to the Voting Delegate to consider and act upon.

DISCUSSION

At this time, the following Council Members have registered for the Annual Conference:

Council Member Michael Cao
Council Member John Han

Given that two Council Members are planning to attend the conference and are available to attend the General Assembly meeting, it would follow customary practices to select them as the City's primary and alternate voting delegates based on seniority.

A summary of the resolution proposed by a Cal Cities member (City of Murrieta) is included below. The resolution will be considered by voting delegates at the General Assembly meeting on September 25, 2026, at the Cal Cities annual conference.

Resolution No. 1

The proposed resolution was submitted by the City of Murrieta, with support from eight other California cities and officials. The resolution calls on the League of California Cities to establish a statewide working group to explore a state constitutional amendment or other legislative or policy action to strengthen local authority over housing and land use decisions.

The proposal notes that increasingly prescriptive state housing laws have limited local discretion over general plans, housing elements, zoning, density, development standards, and housing approvals. Under the proposal, the State would retain authority to establish broad housing goals and enforce civil rights, fair housing, building and life-safety standards, and general environmental protections, while cities that have planned in good faith to meet their regional housing obligations would receive greater protection from state actions that override locally adopted zoning and land use decisions.

If adopted, the resolution directs Cal Cities to:

- Evaluate a potential legal, fiscal, or policy approach;
- Engage member cities and stakeholders on the issue; and
- Build a statewide coalition around a future proposal (potentially for the November 2030 General Election).

For Arcadia, the resolution raises issues consistent with the City's stated interest in preserving local decision-making authority over state laws that preempt local land use and decision-making. On March 3, 2026, the City Council adopted Resolution No. 7677, reaffirming its home rule authority over municipal affairs and opposing legislative actions that preempt charter cities authority over discretionary land use decisions.

Supporting Resolution No. 1 (voting to 'approve') during the General Assembly would be consistent with recent policy actions and legislative positions taken by the Arcadia City Council.

ENVIRONMENTAL ANALYSIS

The proposed designation of voting delegates and alternates does not constitute a project under the California Environmental Quality Act ("CEQA"), as it can be seen with certainty that it will have no impact on the environment.

FISCAL IMPACT

There is no fiscal impact for selecting a Voting Delegate and Alternate for the Annual Conference. There is sufficient funding in the FY 2026-27 adopted budget for Council Members to attend the League of California Cities Annual Conference, in addition to other educational and professional pursuits.

RECOMMENDATION

It is recommended that the City Council determine this action does not constitute a project under the California Environmental Quality Act ("CEQA"); and designate Council Member Michael Cao as the Voting Delegate and Council Member John Han as the Alternate Voting Delegate for the 2026 League of California Cities Annual Conference.

Attachment No. 1: 2026 Cal Cities Voting Delegate Information Packet

Attachment No .2: Resolution No. 7677



**2025-2026
CAL CITIES OFFICERS**

President

Gabe Quinto
Mayor
El Cerrito

First Vice President

Teresa Acosta
Council Member
Carlsbad

Second Vice President

David Cohen
Council Member
San Jose

Immediate Past President

Lynne B. Kennedy
Mayor Pro Tem,
Rancho Cucamonga

**Executive Director
and CEO**

Carolyn M. Coleman

August 10, 2026

TO: Cal Cities Members

RE: Cal Cities 2026 Resolution Packet

Sixty days before the Cal Cities [Annual Conference and Expo](#), Cal Cities members may submit resolutions on issues of importance to cities. This year, Cal Cities received one resolution by the July 25 deadline.

The attached packet contains the proposed resolution, background information, supporting letters from cities and city officials, and an analysis of the resolution by Cal Cities. The packet includes detailed information on the resolution process and the next steps for the resolution.

We encourage each city council to consider the resolution and determine a position so your voting delegate can represent your city's position on the resolution.

Voting Delegates: City councils must appoint a voting delegate to vote during the General Assembly. Each city may also appoint up to two alternate delegates. If your city has not already done so, please appoint your voting delegate by Tuesday, Sept. 1, 2026. [The voting delegate packet](#) contains more information.

The 2026 General Assembly will be held Friday, Sept. 25, at 8:30 a.m. in the Anaheim Convention Center during the [Annual Conference and Expo](#).

For questions about resolutions, voting delegates, or the General Assembly, please contact [Zach Seals](#).



LEAGUE OF
**CALIFORNIA
CITIES**

2026 Resolution Packet

Information on 2026 Resolutions Process

Consideration by Policy Committee (pre-conference)

Per the Cal Cities bylaws, Cal Cities President Gabe Quinto has referred the submitted resolution to the [Housing, Community, and Economic Development Committee](#). The committee will meet on Thursday, Sept. 17, at 10 a.m. via Zoom to review the resolution and make a recommendation that will be sent to the Resolutions Committee. A public comment period will be held during the meeting. Register for the meeting [here](#).

A list of recommendations the policy committee may make during its meeting is on page two of this packet.

Consideration by Resolutions Committee (during conference)

On Thursday, Sept. 24, at 1:00 p.m. the Resolutions Committee will meet to review the resolution and the recommendation of the policy committee.

The Resolutions Committee consist of one representative from each of Cal Cities caucuses, departments, divisions, and policy committees, as well as up to ten additional appointments made by the Cal Cities President. A public comment period will be held during the meeting. Refer to the onsite conference program for the location.

A list of recommendations the Resolutions Committee may make during its meeting is on page two of this packet.

Consideration by the General Assembly (during conference)

The General Assembly will convene on Friday, Sept. 25, at 8:30 a.m. to consider any resolutions the Resolutions Committee has forwarded. To vote during the General Assembly, voting delegates must have checked in at the voting delegate booth.

Conference attendees will receive materials for the General Assembly on the evening of Thursday, Sept. 24. For more information on voting and discussion procedures during the General Assembly, see page three of this packet.

Petitioned Resolutions (during conference)

The petitioned resolution is an alternate method to introduce policy proposals during the annual conference. To initiate a petitioned resolution, voting delegates from 10% of member cities must sign the petition. The resolution and signatures are due at least 24 hours before the beginning of the General Assembly. Voting delegates who have checked in at the voting delegate booth can receive more information on petitioned resolutions at the booth onsite.

Policy Committee and Resolutions Committee Actions

The submitted resolution will be heard by the policy committee to which it was assigned, and the Resolutions Committee. The table below shows what recommendations these bodies may make on the resolution.

Policy Committee Actions	Resolutions Committee Actions
Approve	Approve
Disapprove*	Disapprove*
No Action	No Action
Amend and approve	Amend and approve
Refer to appropriate policy committee for further study*	Approve as amended
Refer as amended to appropriate policy committee for further study*	Refer to appropriate policy committee for further study*
	Refer as amended to appropriate policy committee for further study*
	Approve with additional amendment(s)
	Additional amendments and refer to appropriate policy committee for further study*

**If a resolution is disapproved or referred for further study by all policy committees to which it is assigned and the Resolutions Committee, it will not proceed to the General Assembly.*

General Assembly Voting and Discussion Procedures

Discussion Procedures:

Discussion procedures during the General Assembly are guided by two calendars: the Consent Calendar and the Regular Calendar. As seen below, resolutions are calendared by the recommendations they receive from policy committees and the Resolutions Committee.

For General Resolutions:

Policy Committee Recommendation	Resolutions Committee Recommendation	Calendar
Approve	Approve	Consent Calendar
Approve	Disapprove or refer	Regular Calendar
Disapprove or refer	Approve	Regular Calendar
Disapprove or refer	Disapprove or refer	Does not proceed to General Assembly

For Petitioned Resolutions:

Policy Committee Recommendation	Resolutions Committee Action	Calendar
N/A	Approve	Regular Calendar
	Disapprove or Refer	Regular Calendar
	Disqualified	Does not proceed to General Assembly

Items on the Consent Calendar will be presented as one motion during the General Assembly from the Resolutions Committee chair. Unless an item on the Consent Calendar is set aside by the majority of the General Assembly, a vote will be taken on the whole calendar. If an item is set aside, it will be opened for discussion, followed by a vote.

Items on the Regular Calendar will be presented individually by the Resolutions Committee chair. After a recommendation is presented by the Resolutions Committee chair, the resolution will be opened for discussion by the General Assembly. A vote will take place following discussion.

Voting Procedures:

Per Cal Cities Bylaws Article XII, Sec. 2, all votes will be conducted by voice vote first. If the presiding official cannot determine the outcome, a vote will be taken by an alternative method, typically a raise of voting cards by voting delegates. A roll call vote may be called for by delegates of ten percent or more of the General Assembly.

2026 Resolution

1. Resolution No. 1 submitted by City of Murrieta
 - Letters of concurrence submitted by:
 - i. City of Banning;
 - ii. City of Calimesa;
 - iii. City of Canyon Lake;
 - iv. City of Moreno Valley;
 - v. City of Norco;
 - vi. City of Torrance;
 - vii. Crystal Ruiz, Mayor, City of San Jacinto;
 - viii. Jessica Alexander, Mayor, City of Temecula
 - Referred to Housing, Community, and Economic Development Committee
 - Policy Committee Recommendation:
 - Resolutions Committee Recommendation:

Resolution No. 1 Submitted by City of Murietta

**1. A RESOLUTION OF THE GENERAL ASSEMBLY OF THE LEAGUE OF CALIFORNIA CITIES
CALLING FOR A WORKING GROUP TO CONSIDER A STATE CONSTITUTIONAL
AMENDMENT OR OTHER FORM OF INITIATIVE TO ENSURE FINAL LOCAL AUTHORITY OVER
HOUSING AND LAND USE DECISIONS**

Source: City of Murrieta

Concurrence of five or more cities/city officials

Cities/city officials: City of Banning; City of Calimesa; City of Canyon Lake; City of Moreno Valley; City of Norco; City of Torrance; Crystal Ruiz, Mayor, City of San Jacinto; Jessica Alexander, Mayor, City of Temecula

Referred to: Housing, Community, and Economic Development Policy Committee

WHEREAS, California cities have historically been responsible for adopting general plans and zoning regulations, reviewing housing development proposals, and providing or coordinating the streets, water, wastewater, public safety, parks, transportation, and other infrastructure and services necessary to support responsible, environmentally sound, and well-planned residential growth; and

WHEREAS, the League of California Cities is dedicated to protecting and expanding local control for municipalities across the state to ensure their orderly growth and development; and

WHEREAS, the League of California Cities recognizes that local zoning is a primary function of cities and an essential component of home rule, and that a city's general plan should guide its land use planning and strategic decision-making free from pre-emption by the state; and

WHEREAS, increasingly prescriptive statewide housing mandates and development approval requirements can override locally adopted plans, zoning standards, and public review procedures without adequately accounting for differences that exist in each unique jurisdiction in infrastructure capacity, water availability, wildfire and evacuation risks, environmental constraints, fiscal impacts, public service needs, and community priorities; and

WHEREAS, California's housing goals can be more effectively advanced through state funding, streamlined environmental requirements, and voluntary partnerships that support housing production while preserving the authority of locally elected officials to determine how and where housing is best planned and approved;

NOW, THEREFORE, BE IT RESOLVED, by the General Assembly of the League of California Cities, assembled during the Annual Conference in Anaheim, California, on September 25, 2026, that the League of California Cities support the development and advancement of a state constitutional amendment or other legislative, policy, or ballot-based strategies that restore and strengthen local authority over housing and land use matters within municipal boundaries, including general plans, housing elements, zoning, density, design and development standards, project siting, and the approval or denial of housing development applications; and

BE IT FURTHER RESOLVED, that any constitutional amendment or alternative strategy should preserve the State's authority to establish broad statewide housing goals and enforce constitutional and civil rights, fair housing requirements, building and life-safety standards, and generally applicable environmental protections, while protecting cities from state actions that compel, through funding conditions or state law, the approval of housing developments that are inconsistent with locally adopted requirements; override local zoning or density standards; or invalidate locally adopted housing or land use decisions when a city has planned in good faith to accommodate its regional housing needs allocation and maintains adequate capacity for housing at all income levels; and

BE IT FURTHER RESOLVED, that the League of California Cities consider establishing a statewide working group or other appropriate committee(s) to evaluate and develop a proposed constitutional amendment or other legislative, policy, or ballot-based strategies to restore and strengthen local authority over housing and land use matters including but limited to: conducting appropriate legal, fiscal, and policy analyses; engaging cities and other stakeholders; and building a statewide coalition of proponent supporters in preparation for; the November 2030 General Election, or within another reasonable time frame as determined by the working group.

Resolution No. 1: Background Information

Background Information for Resolution

Source: City of Murrieta

Background:

California cities are responsible for planning residential growth, adopting general plans and zoning regulations, reviewing development proposals, and providing or coordinating the infrastructure and public services necessary to support new housing. Since 2010, the State has enacted more than 500 housing-related laws that have increasingly shifted housing and land use authority away from local governments. These laws have expanded by-right development, limited locally adopted standards and review processes, and established enforcement mechanisms, including the builder's remedy, that may override local plans and zoning. Although these measures are frequently presented as solutions to housing affordability, many increase development capacity or restrict local review without delivering the meaningful production of housing needed to address the housing crisis.

At the same time, the State has continued to prioritize increased development capacity without adequately accounting for the infrastructure, public services, economic realities, and safety measures necessary to support housing growth. State mandates often fail to reflect local conditions, including roadway and utility capacity, water availability, wildfire exposure, environmental limitations, fiscal impacts, and the availability of essential services. Cities are consequently required to accommodate additional housing while receiving no funding or assistance to address the resulting infrastructure and service demands.

Local elected officials are directly accountable to the residents who experience the effects of development decisions and are responsible for balancing housing production with infrastructure capacity, public safety, environmental protection, fiscal sustainability, and community needs. Cities of all types in California have been grappling with this dynamic, ranging from urban to rural, coastal to inland, small to large, northern to southern, voicing concerns to legislative representatives with minimal responsiveness. This is an issue of statewide concern that needs the strength and diversity of the League of California Cities to pursue a long-term solution.

The proposed resolution directs the League of California Cities to establish a statewide working group to evaluate a constitutional amendment or other legislative, policy, or ballot-based strategies to restore and strengthen local authority over housing and land use decisions. The working group would be tasked with developing a more balanced framework that preserves the State's role in establishing broad housing goals and enforcing constitutional, civil rights, fair housing, building, life-safety, and environmental requirements, while restoring meaningful local authority to allow cities to determine how statewide housing

objectives should be implemented in a manner that reflects local conditions and community priorities while continuing to support responsible housing production.

As the primary statewide organization representing California cities, the League is uniquely positioned to lead this effort. Its established policy, legal, legislative, communications, and advocacy networks enable it to convene municipalities, evaluate potential strategies, conduct legal and fiscal analyses, build consensus, engage stakeholders, and coordinate with statewide decision-makers. League leadership would help ensure that any recommendation reflects the collective interests of California municipalities and would provide the credibility, organizational capacity, and statewide reach necessary to advance a viable strategy.

Resolution No. 1: Letters of Concurrence



City of Banning Office of the Mayor

July 23, 2026

President Gabe Quinto
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

Subject: Support for a Resolution Establishing a Working Group to Evaluate a State Constitutional Amendment or Other Initiative to Restore Local Housing and Land Use Authority

Dear President Quinto,

The City of Murrieta is sponsoring a resolution for consideration by the General Assembly of the League of California Cities to establish a statewide working group to evaluate a constitutional amendment or other legislative, policy, or ballot-based strategies to restore and strengthen local authority over housing and land use decisions.

The proposed resolution, together with the required background materials, will be submitted to the Cal Cities for consideration at the 2026 Annual Conference in Orange County on September 24 and 25, 2026. The resolution would direct the League to convene a working group to evaluate potential approaches for addressing the increasingly broad and prescriptive state mandates affecting local housing, zoning, development standards and project approval authority.

On behalf of the City of Banning, this letter confirms our support for the City of Murrieta's submission of the proposed resolution and its consideration by the League of California Cities General Assembly at the 2026 Annual Conference.

Respectfully,

Richard Royce, Mayor
District 4, City of Banning

Colleen Wallace, City Council Member
District 5, City of Banning
President, Riverside County Division
League of California Cities

City of Calimesa

908 Park Avenue, Calimesa, California 92320
Telephone 909.795.9801 Facsimile 909.795.4399

www.calimesa.gov

"Preserving and enhancing the open space atmosphere and quality of life in Calimesa"



July 21, 2026

President Gabe Quinto
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

Subject: Support for a Resolution Establishing a Working Group to Evaluate a State Constitutional Amendment or Other Initiative to Restore Local Housing and Land Use Authority

Dear President Quinto,

The City of Murrieta is sponsoring a resolution for consideration by the General Assembly of the League of California Cities to establish a statewide working group to evaluate a constitutional amendment or other legislative, policy, or ballot-based strategies to restore and strengthen local authority over housing and land use decisions.

The proposed resolution, together with the required background materials, will be submitted to Cal Cities for consideration at the 2026 Annual Conference in Orange County on September 24 and 25. The resolution would direct the League to convene a working group to evaluate potential approaches for addressing the increasingly broad and prescriptive state mandates affecting local housing, zoning, development standards, and project approval authority.

On behalf of the City of Calimesa, this letter confirms our support for the City of Murrieta's submission of the proposed resolution and its consideration by the League of California Cities General Assembly at the 2026 Annual Conference.

Sincerely,

Jeff Cervantez
Mayor
City of Calimesa



July 23, 2026

President Gabe Quinto
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

Subject: Support for a Resolution Establishing a Working Group to Evaluate a State Constitutional Amendment or Other Initiative to Restore Local Housing and Land Use Authority

Dear President Quinto,

The City of Murrieta is sponsoring a resolution for consideration by the General Assembly of the League of California Cities to establish a statewide working group to evaluate a constitutional amendment or other legislative, policy, or ballot-based strategies to restore and strengthen local authority over housing and land use decisions.

The proposed resolution, together with the required background materials, will be submitted to Cal Cities for consideration at the 2026 Annual Conference in Orange County on September 24 and 25. The resolution would direct the League to convene a working group to evaluate potential approaches for addressing the increasingly broad and prescriptive state mandates affecting local housing, zoning, development standards, and project approval authority.

On behalf of the City of Canyon Lake, this letter confirms our support for the City of Murrieta's submission of the proposed resolution and its consideration by the League of California Cities General Assembly at the 2026 Annual Conference.

Sincerely,

Arron Brown
City Manager
City of Canyon Lake



July 23, 2026

President Gabe Quinto
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

Subject: Support for a Resolution Establishing a Working Group to Evaluate a State Constitutional Amendment or Other Initiative to Restore Local Housing and Land Use Authority

Dear President Quinto,

The City of Murrieta is sponsoring a resolution for consideration by the General Assembly of the League of California Cities to establish a statewide working group to evaluate a constitutional amendment or other legislative, policy, or ballot-based strategies to restore and strengthen local authority over housing and land use decisions.

The proposed resolution, together with the required background materials, will be submitted to Cal Cities for consideration at the 2026 Annual Conference in Orange County on September 24 and 25. The resolution would direct the League to convene a working group to evaluate potential approaches to address increasingly broad and prescriptive state mandates affecting local housing, zoning, development standards, and project approval authority.

On behalf of the City of Moreno Valley, this letter confirms our support for the City of Murrieta's submission of the proposed resolution and its consideration by the League of California Cities General Assembly at the 2026 Annual Conference.

Sincerely,

Brian Mohan
City Manager
City of Moreno Valley



CITY OF NORCO

HORSETOWN USA

July 22, 2026

President Gabe Quinto
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

Subject: Support for a Resolution Establishing a Working Group to Evaluate a State Constitutional Amendment or Other Initiative to Restore Local Housing and Land Use Authority

Dear President Quinto,

The City of Murrieta is sponsoring a resolution for consideration by the General Assembly of the League of California Cities to establish a statewide working group to evaluate a constitutional amendment or other legislative, policy, or ballot-based strategies to restore and strengthen local authority over housing and land use decisions.

The proposed resolution, together with the required background materials, will be submitted to Cal Cities for consideration at the 2026 Annual Conference in Orange County on September 24 and 25. The resolution would direct the League to convene a working group to evaluate potential approaches for addressing the increasingly broad and prescriptive state mandates affecting local housing, zoning, development standards, and project approval authority.

On behalf of the City of the Norco, this letter confirms our support for the City of Murrieta's submission of the proposed resolution and its consideration by the League of California Cities General Assembly at the 2026 Annual Conference.

Sincerely,

Kevin Bash
City Council Member
(951) 768-8981



CITY OF T O R R A N C E

SHARON KALANI
MAYOR

CITY COUNCIL MEMBERS
DAVID KARTSONIS – District 1
BRIDGETT LEWIS – District 2
ASAM SHEIKH – District 3
VACANT – District 4
BETTY LIEU – District 5
Dr. JEREMY GERSON – District 6

July 29, 2026

President Gabe Quinto
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Support for a Resolution Establishing a Working Group to Evaluate a State Constitutional Amendment or Other Initiative to Restore Local Housing and Land Use Authority

Dear President Quinto,

The City of Murrieta is sponsoring a resolution for consideration by the General Assembly of the League of California Cities to establish a statewide working group to evaluate a constitutional amendment or other legislative, policy, or ballot-based strategies to restore and strengthen local authority over housing and land use decisions.

The proposed resolution, together with the required background materials, will be submitted to Cal Cities for consideration at the 2026 Annual Conference in Orange County on September 24 and 25. The resolution would direct the League to convene a working group to evaluate potential approaches for addressing the increasingly broad and prescriptive state mandates affecting local housing, zoning, development standards, and project approval authority.

On behalf of the City of Torrance, this letter confirms our support for the City of Murrieta's submission of the proposed resolution and its consideration by the League of California Cities General Assembly at the 2026 Annual Conference.

Local authority is essential because cities are best positioned to craft housing strategies tailored to their unique community conditions, infrastructure capacity, and geographic needs.

When given the flexibility to plan locally, cities can achieve meaningful housing results while maintaining the character and balance of their communities.

The City of Torrance has consistently demonstrated that local control and proactive housing production go hand in hand:

- **Housing Corridor Overlay Zone:** Through our approved 6th Cycle Housing Element, Torrance created the Housing Corridor Overlay (HCO). This targeted local framework allows for by-right housing and mixed-use development across seven key commercial and transit-adjacent corridors, streamlining approvals and incentivizing production across a full range of income levels.
- **Housing Element Progress & Accountability:** As documented in our Housing Element Annual Progress Reports (APR), Torrance actively tracks, updates, and implements programs—such as aligning our Land Use and Safety Elements—to clear barriers for residential development while ensuring robust infrastructure and public safety standards.

These initiatives illustrate that local governance can effectively drive housing opportunities without one-size-fits-all mandates from the state. Restoring and protecting local land use authority will allow cities across California to continue developing solutions that work best for their residents.

If you have any questions or require further discussion, please feel free to contact Carlos Huizar, Management Associate at (310) 618-5880 or via email at CHuizar@TorranceCA.gov.

Sincerely,



Sharon Kalani
Mayor, City of Torrance

cc:

Ron Holiday, Mayor Pro Tem, City of Murrieta
Lori Stone, City Councilmember, City of Murrieta
Jeff Kiernan, Los Angeles County Division, jkiernan@cacities.org
League of California Cities, cityletters@cacities.org
Joe A. Gonsalves & Sons, gonsalvi@gonsalvi.com

July 23, 2026

Mr. Gabe Quinto, President

League of California Cities

1400 K Street, Suite 400

Sacramento, CA 95814

Subject: Support for Murrieta's Proposed Resolution on Housing and Local Governance

Dear League of California Cities Leadership,

I am writing in my individual capacity as Mayor of the City of San Jacinto to express my strong support for the City of Murrieta's proposed resolution, which is scheduled for consideration by the General Assembly at the 2026 Annual Conference.

This resolution represents a timely and important opportunity to thoughtfully examine the balance between California's statewide housing goals and the fundamental constitutional principle of local governance. The proposal to establish a statewide working group to explore a potential constitutional amendment, legislative reforms, or other policy initiatives would create a valuable forum for assessing how local authority over housing and land use decisions can be strengthened while still addressing the State's housing challenges.

Cities are uniquely positioned to understand the distinct needs, opportunities, and constraints of their communities. Local elected officials are directly accountable to the residents they serve and are best equipped to make land use decisions that reflect a community's character, infrastructure capacity, economic development priorities, environmental stewardship, and long-term vision. Moreover, local governments carry the primary responsibility for protecting public safety. Issues such as housing density, transportation, emergency access, wildfire preparedness, evacuation routes, law enforcement and fire service capacity, water availability, and critical infrastructure are inherently local matters that demand the knowledge, judgment, and responsiveness of those who serve their communities daily.

While the State has a critical role to play in addressing California's housing needs, a collaborative approach that respects local expertise and preserves meaningful local discretion will result in stronger, safer, and more sustainable communities. The proposed working group offers a constructive path forward to evaluate policies that achieve our shared housing objectives while restoring an appropriate balance between state direction and local authority.

Although this letter reflects my personal position as Mayor and does not constitute an official action or policy of the City of San Jacinto or the San Jacinto City Council, I respectfully endorse the City of Murrieta's submission of this resolution and encourage its favorable consideration by the League of California Cities General Assembly.

Thank you for your leadership and your thoughtful consideration of this important matter.

Respectfully,

A handwritten signature in black ink that reads "Crystal Ruiz". The signature is fluid and cursive, with a long, sweeping line extending from the end of the name.

Crystal Ruiz

Mayor

City of San Jacinto



City of Temecula

41000 Main Street ■ Temecula, CA 92590
(951) 694-6416 ■ Fax (951) 694-6499 ■ TemeculaCA.gov

July 23, 2026

Mr. Gabe Quinto, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

Subject: **Support for the City of Murrieta's Resolution Establishing a Working Group to Evaluate a State Constitutional Amendment or Other Initiative to Restore Local Housing and Land Use Authority**

Dear President Quinto:

I am writing in my individual capacity as Mayor of the City of Temecula to express my strong support for the City of Murrieta's proposed resolution for consideration by the General Assembly of the League of California Cities at the 2026 Annual Conference.

The proposed resolution presents an important opportunity to thoughtfully evaluate the appropriate balance between California's statewide housing objectives and the constitutional principle of local governance. Establishing a statewide working group to examine a potential constitutional amendment, legislative reforms, or other policy initiatives will provide a meaningful forum to assess how local authority over housing and land use decisions can be strengthened while continuing to address the State's housing challenges.

Cities are uniquely positioned to understand the needs, opportunities, and constraints of their communities. Local elected officials are accountable to the residents they serve and are best equipped to make land use decisions that reflect a community's character, infrastructure capacity, economic development goals, environmental stewardship, and long-term vision. Equally important, local governments bear the primary responsibility for protecting public safety. Decisions regarding housing density, transportation, emergency access, wildfire preparedness, evacuation routes, police and fire service capacity, water availability, and critical infrastructure are inherently local matters that require the knowledge and judgment of those who serve their communities every day.

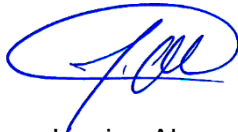
While the State has an important role in addressing California's housing needs, a collaborative approach that respects local expertise and preserves meaningful local discretion will produce stronger, safer, and more sustainable communities. The proposed working group offers an opportunity to evaluate policies that achieve these shared objectives while restoring an appropriate balance between state direction and local authority.

Mr. Gabe Quinto, President
League of California Cities
July 23, 2026
Page 2

Although this letter reflects my personal position and is not an official action or policy of the City of Temecula or the Temecula City Council, I respectfully endorse the City of Murrieta's submission of this resolution and encourage its favorable consideration by the League of California Cities General Assembly.

Thank you for your leadership and your thoughtful consideration of this important issue.

Respectfully,



Jessica Alexander
Mayor, City of Temecula
*Signing in her individual capacity
and not on behalf of the City of Temecula
or the Temecula City Council.*

Resolution No. 1: Staff Analysis

League of California Cities Staff Analysis on Resolution No. 1

Staff: Brady Guertin, Legislative Advocate

Committee: Housing, Community, and Economic Development

Summary:

Resolution No.1 states that the League of California Cities (Cal Cities) will:

1. Support the development and advancement of a state constitutional amendment or legislative, policy, or ballot-based strategy that restores and strengthens local authority over housing and land use matters, including general plans, housing elements, zoning, density, design and development standards, project siting, and the approval or denial of housing development applications.

Pursuant to the resolution, the strategy should preserve the state's authority to set broad, statewide housing goals and enforce civil rights, fair housing, building safety, and environmental standards while protecting local control by preventing the state from compelling the approval of developments that conflict with local requirements, override local zoning or density standards, or overturn local land use decisions where a city has planned for and maintained sufficient capacity to meet its housing obligations.

2. Consider establishing a statewide working group or other appropriate committee(s) to evaluate and develop a proposed constitutional amendment or other legislative, policy, or ballot-based strategies to restore and strengthen local authority over housing and land use matters. The resolution states: "conducting legal, fiscal, and policy analyses; engaging cities and other stakeholders; and building a statewide coalition of proponent supporters in preparation for the November 2030 General Election, or within another reasonable time period."

Background:

As provided in the background information, the city of Murrieta is sponsoring this resolution in response to concerns over state laws that have increasingly reduced city discretion over housing and land use decisions, including legislation that requires ministerial or by-right approvals for housing projects, limits the application of local development standards, and strengthens state enforcement mechanisms against local governments.

Additionally, the city of Murrieta, in its background information, maintains that these legislative efforts have not resulted in sufficient housing production to address California's housing shortage and have not adequately accounted for

local infrastructure, public service needs, public safety, market, and fiscal considerations.

The resolution states that California's housing goals are better advanced through state funding, streamlined environmental requirements, and voluntary partnerships, while preserving local authority over how and where housing is best planned and approved.

Consideration of the resolution may be informed by a brief examination of how the California Constitution allocates authority between the state and cities with respect to land use decisions.

The constitution grants cities the power to adopt local laws to protect the public's health, safety, and welfare. This grant is called the "police power," which is the basis for local land use regulation. The constitution grants charter cities the additional power to adopt local laws affecting "municipal affairs." This power, commonly referred to as "home rule," is based on the principle that a city, rather than the state, is in the best position to identify and satisfy the needs of the local community.

The constitution's broad grant of police power contains a significant limitation. Local law adopted under the police power is not valid if it "conflicts" with state law. A local law "conflicts" with state law when it regulates the same "field" in which the Legislature has stated its intent to occupy. In that case, state law is said to "preempt" the local law and it cannot be enforced.

An ordinance adopted by a charter city under the municipal affairs power cannot be enforced if it affects a "matter of statewide concern." The subjects that have been identified as "matters of statewide concern" have changed over the years due to economic, social, and political circumstances.

Since the 1960s, the state has enacted numerous laws that limit or preempt aspects of local land use and zoning authority. These laws include the Fair Employment and Housing Act, Housing Element Law, Housing Accountability Act, Density Bonus Law, Permit Streamlining Act, accessory dwelling unit laws, California Environmental Quality Act, and others. In recent years, the state has enacted several laws that Cal Cities was the leading opposition force against, as many of the proposals pre-empted local land use authority, limited public review, and constrained local flexibility. In support of its housing and land use legislation, the Legislature has cited a statewide housing crisis and the need for increased housing production at all income levels while asserting that a uniform approach to local land use decision-making is required.

Discussion:

The resolution does not prescribe a specific policy mechanism. The eight letters in support recommend creating a working group or committee to evaluate potential approaches, including legislative proposals, constitutional amendments, or ballot initiatives to strengthen local authority over housing and land use matters.

A discussion of a strategy to restore and strengthen local authority over housing and land use matters will need to consider the California Constitution's framework for both preemption of police power enactments and municipal affairs, discussed above. It will also need to determine whether changes to the California Constitution will be proposed, and whether they constitute an amendment or a revision, which require different processes.

A constitutional revision is a multistep process blending legislative consensus, voter support, and on occasion, a constitutional convention. It requires significant public engagement.

A constitutional amendment would require a ballot initiative, which includes gathering enough valid signatures to qualify for the ballot, building large coalitions to support election efforts, and campaigning to voters to support the initiative. This process can involve significant costs. In the last major election for ballot initiatives in 2024, proponents spent [\\$8-\\$18 million](#) to qualify for the ballot and spent nearly [\\$700 million](#) for the full election cycle, averaging out to about \$100 million per ballot initiative.

Cal Cities has been engaged in ballot advocacy for over 20 years. In the early 2000s, Cal Cities developed a ballot advocacy infrastructure that included forming an issue political action committee, fundraising, establishing a network of regional managers, and building a coalition with other organizations to ultimately advocate on a ballot measure. Ballot advocacy requires the approval of the Board of Directors with a supermajority vote.

In the Legislature, Cal Cities plays an active and influential role to ensure that local flexibility and autonomy in the land use and housing space is maintained by engaging on dozens of bills every legislative session to ensure that cities' voices are heard at the state Capitol. Below, you will find Cal Cities "Existing Policy" on local control, housing, and land use policies.

Fiscal Impact

The resolution itself would not have a significant direct fiscal impact. However, depending on what actions follow, the fiscal costs could be significant.

Existing Cal Cities Policy

Vision

To be recognized and respected as the leading advocate for the common interests of California's cities.

Mission Statement

To expand and protect local control for cities through education and advocacy to enhance the quality of life for all Californians.

We Believe

- Local self-governance is the cornerstone of democracy.
- Our strength lies in the unity of our diverse communities of interest.
- In the involvement of all stakeholders in establishing goals and in solving problems.
- In conducting the business of government with transparency, openness, respect, and civility.
- The spirit of honest public service is what builds communities.
- Open decision-making that is of the highest ethical standards honors the public trust.
- Cities are vital to the strength of the California economy.
- The vitality of cities is dependent upon their fiscal stability and local autonomy.
- The active participation of all city officials increases the League's effectiveness.
- Partnerships and collaborations are essential elements of focused advocacy and lobbying.
- Ethical and well-informed city officials are essential for responsive, visionary leadership and effective and efficient city operations.

Zoning

Cal Cities believes local zoning is a primary function of cities and is an essential component of home rule. The process of adoption, implementation and enforcement of zoning ordinances should be open and fair to the public and enhance the responsiveness of local decision-makers. State policy should leave local siting and use decisions to the city and not interfere with local prerogative beyond providing a constitutionally valid procedure for adopting local regulations. State agency siting of facilities, including campuses and office buildings, should be subject to local notice and hearing requirements in order to meet concerns of the local community. Cal Cities opposes legislation that seeks to limit local authority over parking requirements.

Housing Element

Housing issues should be addressed in the general plan as other planning issues are. The housing element should be prepared for the benefit of local

governments and should have equal status with the other elements of the general plan.

Encourage Full Community Participation

Foster an open and inclusive community dialogue and promote alliances and partnerships to meet community needs.

Well-Planned New Growth

Recognize and preserve open space, watersheds, environmental habitats, and agricultural lands, while accommodating new growth in compact forms, in a manner that:

- De-emphasizes automobile dependency;
- Integrates the new growth into existing communities;
- Creates a diversity of affordable housing near employment centers;
- Provides job opportunities for people of all ages and income levels.

Support:

The following letters of concurrence were received:

City of Banning

City of Calimesa

City of Canyon Lake

City of Moreno Valley

City of Norco

City of Torrance

Crystal Ruiz, Mayor, City of San Jacinto

Jessica Alexander, Mayor, City of Temecula

RESOLUTION NO. 7677

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARCADIA, CALIFORNIA, REAFFIRMING THE AUTHORITY GRANTED UNDER SECTION 807 (GENERAL PLAN) OF THE ARCADIA CITY CHARTER

WHEREAS, the Arcadia City Charter, first adopted by a vote of the people on April 24, 1951, sets out the organic law of the city under the Constitution of California; and

WHEREAS, the State of California recognizes charter cities as municipalities with constitutional authority over their own municipal affairs, including land use, zoning, and development regulations; and

WHEREAS, amendments to the Arcadia City Charter were last approved by voters in November 2022, with the addition of Section 807 (c) – Land Use Policies, which affirms local authority over land use, zoning, and development in Arcadia; and

WHEREAS, the City of Arcadia maintains a valid City Charter and General Plan that should prevail over any state statute that seeks to regulate land use within the City; and

WHEREAS, local control enables municipalities to respond effectively to community needs, infrastructure capacity, environmental constraints, wildfire risk, water availability, historic preservation, and neighborhood character; and

WHEREAS, decisions regarding land use, density, and the built environment are best suited for local elected officials who are accountable to their constituents; and

WHEREAS, California law has increasingly attempted to undermine local authority by providing waivers, exemptions, and by-right approvals that bypass local policies and regulations; and

WHEREAS, under the guise of “statewide concern”, numerous one-size-fits-all mandates have been imposed on local governments that fail to account for impacts to the built environment, city revenues, and community needs; and

WHEREAS, many municipalities and organizations like the League of California Cities have advocated for the protection of local decision-making and the preservation of home rule authority; and

WHEREAS, Arcadia calls upon the Governor and the California State Legislature to respect the constitutional rights of charter cities and to pursue collaborative approaches to matters of local concern.

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

SECTION 1. The City Council of Arcadia reaffirms its constitutional authority, as a charter city under the State of California, to govern its own land use policies and regulations.

SECTION 2. The City Council reaffirms its authority under Section 807 (c) of the Arcadia City Charter to establish and determine land use policies, zoning regulations, and development standards.

SECTION 3. The City of Arcadia opposes legislative actions that attempt to preempt the constitutionally-protected authority of charter cities to exercise home rule over its municipal affairs, including discretionary land use decisions.

SECTION 4. The City of Arcadia supports dialogue between state legislators and local governments to create solutions that balance statewide needs with local interests, while respecting the home rule authority that is embedded in the California Constitution.

SECTION 5. The City Clerk shall certify to the adoption of this Resolution.

[SIGNATURES ON NEXT PAGE]

Passed, approved and adopted this 3rd day of March, 2026.

A handwritten signature in blue ink, appearing to read "Jing Wang", written over a horizontal line.

Mayor of the City of Arcadia

ATTEST:

A handwritten signature in blue ink, written over a horizontal line.

City Clerk

APPROVED AS TO FORM:

A handwritten signature in blue ink, written over a horizontal line.

Michael J. Maurer
City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF ARCADIA)

I, LINDA RODRIGUEZ, City Clerk of the City of Arcadia, hereby certifies that the foregoing Resolution No. 7677 was passed and adopted by the City Council of the City of Arcadia, signed by the Mayor and attested to by the City Clerk at a regular meeting of said Council held on the 3rd day of March, 2026 and that said Resolution was adopted by the following vote, to wit:

AYES: Cao, Fu, Kwan, Cheng, and Wang

NOES: None

ABSENT: None



City Clerk of the City of Arcadia

Item 10a – Report on Preparations for projected El Niño winter storms

PRESENTATION ONLY
(No Staff Report)



CITY OF ARCADIA

STAFF REPORT

OFFICE OF THE CITY MANAGER

DATE: September 15, 2026

TO: Honorable Mayor and City Council

FROM: Dominic Lazzaretto, City Manager
By: Justine Bruno, Deputy City Manager

SUBJECT: RESOLUTION NO. 7711 ESTABLISHING FEES FOR CITY FACILITY USE
CEQA: Not a Project
Recommendation: Adopt

SUMMARY

On July 21, 2020, the City Council approved a User Fee Cost Recovery Level Policy (User Fee Policy), establishing guidance for cost recovery levels and the frequency of updates to the City's User Fee Schedule. Consistent with that policy, on April 21, 2026, the City Council adopted Resolution No. 7684 to establish the Fiscal Year 2026-27 User Fee Schedule.

Since its adoption in April, numerous requests to use certain City-owned spaces have been received from external organizations and groups. The City facilities being sought are not available for rent under the existing User Fee Schedule. To provide a clear and consistent process for making these spaces available, three new rental fees are being proposed for use of the Arcadia Transit Plaza, the City Council Conference Room, and the Emergency Operations Center/Community Room in the Police Department.

The proposed resolution would add three new fees to Arcadia's FY 2026-27 User Fee Schedule. If adopted, a facility rental policy will be developed to address insurance requirements, deposits, cancellations, and rental eligibility. The policy will propose that the rental of these three spaces be limited to nonprofits and Arcadia-based civic organizations, consistent with the City's existing approach for rental spaces at the Arcadia Public Library and the Arcadia Community Center.

It is recommended that the City Council adopt Resolution No. 711, establishing new fees for the City Council Conference Room, Arcadia Transit Plaza, and Emergency Operations Center/Community Room.

BACKGROUND

The City's current User Fee Policy was developed at the recommendation of its Citizens Financial Advisory Committee ("CFAC") to provide a general framework for setting and maintaining fees for City services. The policy recognizes that cost recovery levels vary depending on the nature of the service, the degree of private versus communitywide benefit, demand for the service, and the availability of comparable services from other providers. Arcadia's User Fee Policy was adopted on July 21, 2020.

The policy also provides for annual updates to the User Fee Schedule so that fees and cost recovery levels are maintained over time. For Fiscal Year 2026–27, staff reviewed the prior year's schedule, applied the annual adjustment (5% increase in total labor costs), and made changes to reflect operational needs, market conditions, and service demands. On April 21, 2026, the City Council adopted Resolution No. 7684 establishing Arcadia's current User Fee Schedule.

Facility rentals are identified in the User Fee Policy as a service that the City may intentionally recover only a portion of its costs. Since adoption of the current schedule on April 21, 2026, there has been increased interest in the use of additional City spaces that include the City Council Conference Room, Arcadia Transit Plaza, and Emergency Operations Center/Community Room. Since rental fees for these three spaces do not yet exist, fees are being proposed for City Council approval. Without an established fee and related policy, the spaces would only be available for City usage.

In FY 2026-27, the Administrative Services Department will be undertaking a comprehensive user fee study that will update the City's methodology and approach to setting fees and cost recovery. To address the immediate requests by private entities to utilize these spaces, three new fees are being proposed. When the user fee study is completed later this year, all of the current fees and charges, including the three new ones proposed in this report, will be evaluated and adjusted.

DISCUSSION

Three new facility rental fees are being proposed for inclusion in the City's User Fee Schedule. The new fees would create an established mechanism for nonprofits and Arcadia-based civic organizations to reserve the identified spaces, subject to availability and the requirements of an established rental policy.

Fees for the private use of City facilities have been developed based upon the City employees or services needed to support and oversee the private use of the space. These services consist of room setup and restoration, unlocking and securing restricted areas, waste removal, janitorial services, and the administrative processing of insurance, rental agreements, and payments. Additionally, each facility fee accounts for any available amenities (AV and technology) and normal wear and tear.

Since a comprehensive user fee study will be undertaken this fiscal year to update the City's methodology for fees and cost recovery, a temporary approach has been undertaken to establish the proposed fees for the three facilities. Under this interim approach, the average of nine different rates and rental of City facilities have been used to develop the proposed rates for each facility.

In the City's current User Fee Schedule, similar facilities range from \$48/hour for outdoor, low-amenity spaces, to \$210/hour for indoor, high-amenity spaces. Based on the nine rental types and configurations that currently exist in the User Fee Schedule, the average hourly rental rate is approximately \$99 per hour. All fees are set at a "Low" cost recovery level, which recovers 0-30% of the City's costs, and a security deposit is required for indoor spaces. Some facilities like the Community Center Ballroom and the Cay Mortenson Auditorium have a 2-hour minimum rental period, which can be attributed to the amount of preparation required to make the facility available for private use. For the full list of available facilities and corresponding rates for FY 2026-27, see Exhibit "A" in Attachment No. 2.

The three proposed fees, including the hourly rate, minimum rental times, and the amenities and offerings of each space are listed below.

Arcadia Transit Plaza - \$90 per hour (minimum of two hours)

Location: Northwest corner of E. Santa Clara Street and N. First Avenue

The Arcadia Transit Plaza offers approximately 15,600 square feet of paved outdoor space, a concrete stage, electrical power/outlets, bench seating, outdoor restroom access, and 12 light poles. Public access will always be maintained on the surrounding sidewalk, providing egress for Metro passengers, Arcadia Transit passengers, and pedestrians.

City Council Conference Room - \$55 per hour

Location: 240 W. Huntington Drive

The City Council Conference Room offers audio visual access and display, large conference table, indoor restroom access, and seating. Room capacity generally accommodates a maximum of 30 persons.

Emergency Operations Center/Community Room - \$100 per hour

Location: 250 W. Huntington Drive

The Emergency Operations Center/Community Room offers audio visual access with two (2) TV monitors, one (1) projector, indoor restroom access, and configurable tables and chairs. Room capacity generally accommodates a maximum of 75 persons.

The proposed fee amounts will be incorporated into the updated User Fee Schedule attached to the resolution as Exhibit "A." The addition of these fees is intended to address private rental of these facilities and provide a transparent, consistent process for their use.

Future Facility and Property Rental Policy

In conjunction with the new fees, a new policy will accompany the rental of these City rooms and spaces. The rental policy will address the City's rights and reservations regarding facility use, insurance requirements, indemnification and waivers, applicable deposits, and eligibility, which is recommended to be limited to nonprofits and Arcadia-based civic groups.

Limiting rentals to nonprofit organizations is consistent with the City's existing policy for rental spaces at the Arcadia Public Library and Arcadia Community Center and provides for a consistent approach across City facilities. Importantly, the policy will grant the City Manager administrative authority to waive certain criteria and will underscore the need for City facilities and spaces to be prioritized for City use. For example, if there was a rental of the Emergency Operations Center

("EOC")/Community Room and Arcadia simultaneously experienced an emergency that required activation of the EOC, the City will maintain the right to cancel the reservation without advanced notice and assume use of the space to meet the urgent and critical needs of an emergency response.

If adopted, the three fees will allow the City to begin accepting eligible rental requests following the effective date of the resolution and creation of the rental policy.

ENVIRONMENTAL ANALYSIS

The proposed action of establishing three new fees does not constitute a project under the California Environmental Quality Act ("CEQA"), as it can be seen with certainty that it will have no impact on the environment.

FISCAL IMPACT

Any revenue generated from establishing the proposed rental fees cannot be reliably estimated at this time, as revenue will depend on the number and frequency of eligible rental requests. These three spaces are not available for rent under the City's current User Fee Schedule; however, based on rental fees for similar facilities, it is expected that any rental revenue from this Fiscal Year will likely be low, totaling less than \$2,000. The proposed fees will cover a "Low" portion of the City's actual expenses projected to provide these services, meaning less than 30% of actual costs to prepare and restore the rental space.

RECOMMENDATION

It is recommended that the City Council determine that this action is not a project under the California Environmental Quality Act ("CEQA"); and adopt Resolution No. 7711 establishing new fees for the City Council Conference Room, Arcadia Transit Plaza, and Emergency Operations Center/Community Room.

Attachment No. 1: Resolution No. 7711

Attachment No. 2: Resolution No. 7684

Attachment No. 3: April 21, 2026, City Council Staff Report

RESOLUTION NO. 7711

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARCADIA,
CALIFORNIA, ESTABLISHING FEES FOR CITY FACILITY USE**

WHEREAS, California law authorizes the City of Arcadia to collect fees and charges for services, provided such fees and charges do not exceed the reasonable cost of providing the service; and

WHEREAS, the City Council of the City of Arcadia have established certain fees and charges for services provided by the City of Arcadia; and

WHEREAS, the City Council desires to establish three new fees for the use of certain City facilities; and

WHEREAS, the City Council has determined that such fees and charges shall be based on reasonable costs to the City for providing said services and updated annually by a CPI factor; and

WHEREAS, on April 21, 2026, the City Council adopted Resolution No. 7684 to establish and adjust various fees and charges for City services; and

WHEREAS, the City of Arcadia will incorporate the establishment of three new fees for private use of the Arcadia Transit Plaza, the City Council Conference Room, and the Emergency Operations Center/Community Room into the Fiscal Year 2026-27 User Fee Schedule.

NOW, THEREFORE, the City Council of the City of Arcadia does hereby resolve as follows:

SECTION 1. The establishment of fees is statutorily exempt from the California Environmental Quality Act ("CEQA"), pursuant to Section 15273 of the CEQA Guidelines (Sections 21080(b)(8) and 21082, Public Resources Code).

SECTION 2. Based on the City's User Fee Study that was adopted by the Arcadia City Council on July 21, 2020, and the established cost recovery levels for the use of City facilities, the fees set forth in this Resolution are necessary for the purposes set forth in this Resolution. Said fees do not exceed the estimated costs for providing the applicable service or programs; and the fees are not being imposed for general revenue purposes, but instead for partial recovery of the costs of providing said services. Said fees are to cover the costs of services for various City facilities set forth and attached hereto as Exhibit "A".

SECTION 3. The City Council hereby adopts Exhibit "A" for incorporation into the Fiscal Year 2026-27 Fee Schedule.

SECTION 4. This Resolution shall become effective September 15, 2026.

SECTION 5. The City Clerk shall certify the adoption of this Resolution.

[SIGNATURES ON THE NEXT PAGE]

Passed, approved and adopted this 15th of September, 2026.

Mayor of the City of Arcadia

ATTEST:

City Clerk

APPROVED AS TO FORM:

A handwritten signature in blue ink, appearing to read "M. J. Maurer", is written over a horizontal line.

Michael J. Maurer
City Attorney

Exhibit "A"

RECREATION AND COMMUNITY SERVICES - PUBLIC WORKS SERVICES - POLICE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE SEPT 15, 2026
	City Council Conference Room	NEW	hourly	Low		\$ 55.00
	Arcadia Transit Plaza	NEW	hourly	Low	2 hour minimum	\$ 90.00
	Emergency Operations Center/Community Room	NEW	hourly	Low		\$ 100.00

Attachment No. 2

RESOLUTION NO. 7684

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARCADIA,
CALIFORNIA, ESTABLISHING AND ADJUSTING VARIOUS FEES FOR CITY
SERVICES**

WHEREAS, California State law authorizes the City of Arcadia to collect fees and charges for services, provided such fees and charges do not exceed the reasonable cost of providing the service; and

WHEREAS, the City Council of the City of Arcadia has established certain fees and charges for services provided by the City of Arcadia; and

WHEREAS, the City Council desires to adjust certain fees and charges based upon review of said fees and charges; and

WHEREAS, the City Council has determined that such fees and charges shall be based on reasonable costs to the City for providing said services and updated annually by a CPI factor; and

WHEREAS, the City of Arcadia held a duly noticed Public Hearing to provide public input and review concerning adjustments in rates for said services.

NOW, THEREFORE, the City Council of the City of Arcadia does hereby resolve as follows:

SECTION 1. The establishment and adjustment of fees is statutorily exempt from the California Environmental Quality Act ("CEQA"), pursuant to Section 15273 of the CEQA Guidelines (Sections 21080(b)(8) and 21082, Public Resources Code).

SECTION 2. Based on a cost allocation study performed by each City department, the fees set forth in this Resolution are necessary for the purposes set forth in this Resolution. Said fees do not exceed the estimated costs for providing the applicable service or programs; and the fees are not being imposed for general revenue purposes, but instead for full or partial recovery of the costs of providing said services and programs. Said fees are to cover the costs of various services and programs set forth in the Fee Schedule, attached hereto as Exhibit "A".

SECTION 3. The City Council hereby adopts the Fee Schedule, attached hereto as Exhibit "A".

SECTION 4. Any fees adopted prior to the adoption of this Resolution which are inconsistent herewith are hereby repealed, effective upon the date the fees set forth in Exhibit "A" take effect.

SECTION 5. This Resolution shall become effective April 21, 2026.

SECTION 6. All User Fees, including without limitation development fees, shall be imposed and collected commencing July 1, 2026.

SECTION 7. The City Clerk shall certify the adoption of this Resolution.

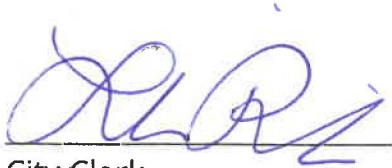
[SIGNATURES ON THE NEXT PAGE]

Passed, approved and adopted this 21st of April, 2026.

A handwritten signature in blue ink, appearing to read "Jim Wang", written over a horizontal line.

Mayor of the City of Arcadia

ATTEST:

A handwritten signature in blue ink, consisting of stylized initials, written over a horizontal line.

City Clerk

APPROVED AS TO FORM:

A handwritten signature in blue ink, appearing to read "Michael J. Maurer", written over a horizontal line.

Michael J. Maurer
City Attorney

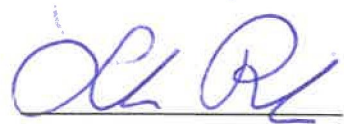
STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF ARCADIA)

I, LINDA RODRIGUEZ, City Clerk of the City of Arcadia, hereby certifies that the foregoing Resolution No. 7684 was passed and adopted by the City Council of the City of Arcadia, signed by the Mayor and attested to by the City Clerk at a regular meeting of said Council held on the 21st day of April, 2026 and that said Resolution was adopted by the following vote, to wit:

AYES: Cao, Fu, Kwan, Cheng, and Wang

NOES: None

ABSENT: None



City Clerk of the City of Arcadia

Exhibit "A"

MISCELLANEOUS FEES - CITYWIDE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	ARCADIA TRANSIT DIAL-A-RIDE (RESIDENTS ONLY)					
1	Seniors/Disabled single one-way trip	\$ 0.50		Low		\$ 0.50
2	Seniors/Disabled Reduced fare monthly pass	\$ 5.00		Low		\$ 5.00
	ARCADIA TRANSIT FIXED ROUTE (GENERAL PUBLIC)					
3	General Public single one-way trip	\$ 0.50		Low		\$ 0.50
4	Seniors/Disabled single one-way trip	\$ -		Low	Free fare for seniors and disabled persons on the fixed route.	\$ -
	PHOTOCOPYING FEES (MATERIALS REPRODUCED BY THE CITY)					
5	First 25 pages	Free	per page	Low	For any single document	Free
6	Every page after 25 page	\$ 0.11	per page	High	For any single document	\$ 0.13
	RETURNED CHECKS/INSUFFICIENT FUNDS					
7	Non-Sufficient Check - 1st check passed	\$ 25.00	per returned item	High		\$ 25.00
8	Non-Sufficient Check - subsequent check to that payee passed in insufficient funds	\$ 35.00	per returned item	High		\$ 35.00

CITY MANAGER

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	CITY CLERK DUPLICATION SERVICES					
1	Municipal Code	Available for purchase on City's website through Municipal Code Corporation		High		Available for purchase on City's website through Municipal Code Corporation
2	Copies of City Documents - First 25 pages	Free		High		Free
3	Copies of City Documents - Every page thereafter	\$ 0.12	per page	High		\$ 0.13
4	DVD Duplication of City Council Meetings	Actual cost		High		Actual cost
	CITY ATTORNEY FEES					
5	Subpoena for Records	\$ 15.00		High	Set by CA EVIDENCE CODE 1563.6	\$ 15.00
6	Employee Witness Fees (Subpoena)	\$ 275.00		High	Set by CA GOV CODE 68097.2	\$ 275.00
7	Recovery of Attorney Fees in any action, administrative proceeding or special proceeding to abate a public nuisance	Actual Cost		High		Actual Cost
8	City Attorney Pass Through Fees	City Attorney Private Law rate plus 10%		High		City Attorney Private Law rate plus 10%
9	Flashdrive	\$ 6.00		High		\$ 6.00
10	Notary Fee	\$ 15.00		High	Set by CA GOV CODE 8211	\$ 15.00
11	Temporary Use Permit	\$ 702.00		High		\$ 737.00

CODE SERVICES

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	ADMINISTRATIVE CITATIONS					
1	First Violation (AMC Violation Only)	\$ 100.00		High	Set by AMC Section 1200(b)	\$ 100.00
2	Second Violation (within 24 months)	\$ 200.00		High	Set by AMC Section 1200(b)	\$ 200.00
3	Third and subsequent Violations (within 24 months)	\$ 500.00		High	Set by AMC Section 1200(b)	\$ 500.00
4	Delinquent Fines	10% surcharge		High		10% surcharge
5	Interest on Delinquent Fines	1/2 of 1% per month, pro rata		High		1/2 of 1% per month, pro rata
6	Non-Operating Property Annual Registry Fee	\$ 1,613.00		High		\$ 1,694.00

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	APPEALS					
1	Building Code Appeal	\$ 854.00		High		\$ 895.00
	BUILDING PERMIT FEES					
2	Issuing Fee	\$ 67.00		High		\$ 70.00
3	Accessibility Review (ADA) Fees for Building Permit issuance	10% Increase to base Building Permit Cost		High		10% increase to base Building Permit Cost
4	Accessibility Review (ADA) Fees for Building Permit issuance	15% increase to base Plan Check Cost		High		15% increase to base Plan Check Cost
	Other Inspections					
5	For an extra inspection made necessary due to work not being ready at the time specified or due to work not corrected after prior written notice	\$ 153.00		High		\$ 160.00
6	For an inspection for which no fees are herein prescribed, per hour (time consumed per hour with a minimum charge of 1 hour)	\$ 153.00		High		\$ 160.00
7	For Inspections outside normal business hours, per hour (time consumed per hour with a minimum charge of 2 hours)	\$ 153.00		High		\$ 160.00
	PLAN REVIEW FEES					
8	When plans are required to be submitted by the Building Code, a plan review fee equal to 65 percent of the building permit fee shall be paid at the time of submitting plans and specifications for review.	65% of Building Permit Fee		High		65% of Building Permit Fee
9	When approved plans are revised, a supplemental plan review fee shall be paid to the City based on an hourly rate, with a minimum charge of one (1) hour. If the review is conducted by an external City plan check consultant, the fee shall be the actual cost of the review.	\$ 160.00	per hour	High		\$ 168.00
10	When plans are required to be submitted for compliance with the State Energy Conservation Regulations, an energy plan review fee equal to 20 percent of the building permit fee shall be paid at the time of submitting the plans and specifications for review.	20% of Building Permit Fee		High		20% of Building Permit Fee
11	When plans are required to be submitted for new commercial, industrial and multiple family buildings, a fire department plan review fee equal to 9.75 percent of the building permit fee shall be paid at the time of submitting the plans and specifications for review.	9.75% of Building Permit Fee		High		9.75% of Building Permit Fee

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
12	When plans are required to be submitted for compliance with the California Green Building Code Regulations, a Cal Green plan review fee equal to 10 percent of the total plan check fee shall be paid at the time of submitting the plans and specifications of review	10% of the total Plan Check Fee		High		10% of the total Plan Check Fee
13	WELO (Water Efficiency Landscape Ordinance), plan check fee by outside consultants	Actual Cost		High	Actual cost of review by outside plan check consultant.	Actual Cost
14	WELO Plan Check Fee	Actual Cost		High	Actual cost of inspection by outside plan check consultant.	Actual Cost
15	WELO Issuance fee	\$ 67.00		High		\$ 70.00
	GRADING PLAN REVIEW AND PERMIT FEES					
16	Issuing Fee	\$ 67.00		High		\$ 70.00
	PLUMBING PERMIT FEES					
17	Issuance fee, per permit	\$ 67.00		High		\$ 70.00
	Unit Fee Schedule					
18	For each plumbing fixture or trap or set of fixtures on one trap (including water, drainage piping, and backflow protection therefore)	\$ 18.00		High		\$ 19.00
19	For each building sewer connection on property, including for each dwelling unit in a multiple-family development	\$ 43.00		High		\$ 45.00
20	Rainwater systems, per drain (inside building)	\$ 18.00		High		\$ 19.00
21	For each private sewage disposal system (where permitted)	\$ 131.00		High		\$ 138.00
22	For each water heater and/or vent	\$ 21.00		High		\$ 22.00
23	For each gas piping system of one to five outlets	\$ 21.00		High		\$ 22.00
24	For each gas piping system over five outlets, per outlet	\$ 5.00		High		\$ 5.00
25	For each interceptor including its trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps	\$ 36.00		High		\$ 38.00
26	For installation, alteration, or repair of water service. Piping and or water piping to one (1) fixture	\$ 18.00		High		\$ 19.00
27	For repiping an existing domestic water supply and distribution system	By building permit value		High		By building permit value
28	For repair or alteration of drainage or vent piping, each fixture	\$ 18.00		High		\$ 19.00
29	For each lawn sprinkler system on any one meter including backflow protection devices therefore	\$ 25.00		High		\$ 26.00
30	For atmospheric-type vacuum breakers not included in items 1: 1 to 5	\$ 12.00		High		\$ 13.00

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
31	For atmospheric-type vacuum breakers not included in items 1: over 5, each	\$ 2.40		High		\$ 2.50
32	For each backflow protective device other than atmospheric-type vacuum breakers: 2 inches or smaller	\$ 21.00		High		\$ 22.00
33	For each backflow protective device other than atmospheric-type vacuum breakers: over 2 inches	\$ 43.00		High		\$ 45.00
34	For each swimming pool piping (including spas and hot tubs)	\$ 38.00		High		\$ 40.00
35	For each swimming pool "P" trap	\$ 12.00		High		\$ 13.00
36	For each swimming pool, spa and hot tub water heater (including gas piping)	\$ 54.00		High		\$ 57.00
37	For each sewer cap and/or cesspool fill	\$ 21.00		High		\$ 22.00
	Other Inspections					
38	For an extra inspection made necessary due to work not being ready at the time specified or due to work not corrected after prior written notice	\$ 153.00		High		\$ 161.00
39	For an inspection for which no fees are herein prescribed, per hour (time consumed per hour with a minimum charge of 1 hour)	\$ 153.00		High		\$ 161.00
40	For inspections outside normal business hours, per hour (time consumed per hour with a minimum charge of 2 hours)	\$ 153.00		High	2 Hour Minimum	\$ 161.00
	PLUMBING PLAN REVIEW FEES					
41	For plumbing plans which require plan review, a plan review fee equal to 65 percent of the plumbing permit fee shall be paid to the Building Official at the time plans are submitted for review.	65% of Plumbing Permit Fee		High		65% of Plumbing Permit Fee
	ELECTRICAL PERMIT FEES					
42	Issuance fee, per permit	\$ 67.00		High		\$ 70.00
	Services					
43	For residential service of 600 volts or less and not over 400 amps in rating, including on meter each for residential service of 600 volts or less and over 400 amps in rating, including one (1) meter	\$ 25.00		High		\$ 26.00
44	For residential service of 600 volts or less, and over 400 amps in rating, including one (1) meter	\$ 71.00		High		\$ 75.00
45	For one commercial service 200 amps or less, including one meter each	\$ 45.00		High		\$ 47.00
46	For each commercial service 200 amps to 1,000 amps, including one meter each	\$ 76.00		High		\$ 80.00
47	For commercial services over 600 volts or over 1,000 amps in rating, including one meter each	\$ 153.00		High		\$ 161.00

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
48	For each additional meter	\$ 21.00		High		\$ 22.00
49	For each distribution panel	\$ 27.00		High		\$ 28.00
	New Residential Construction					
50	For each new single, duplex and multiple-family dwelling for each square foot of gross floor area	\$ 0.10		High		\$ 0.11
51	For buildings accessory to new residential buildings constructed in conjunction with those residential buildings for each square foot of gross floor area.	\$ 0.08		High		\$ 0.08
	Other Construction					
52	For receptacle, switch, lighting outlets: First 20, each	\$ 2.40		High		\$ 2.50
53	For receptacle, switch, lighting outlets: Additional, each	\$ 1.50		High		\$ 1.60
54	For lighting fixtures, sockets or other lamp devices: First 20, each	\$ 2.40		High		\$ 2.50
55	For lighting fixtures, sockets or other lamp devices: Additional, each	\$ 1.50		High		\$ 1.60
56	For pole or platform mounted lighting fixtures such as tennis courts, parking lot standards and walkway lighting fixtures, including any foundation: First 6	\$ 37.00		High		\$ 39.00
57	For pole or platform mounted lighting fixtures such as tennis courts, parking lot standards and walkway lighting fixtures, including any foundation: Additional, each	\$ 10.00		High		\$ 11.00
58	For fixed residential appliances or receptacle outlets for same, not exceeding 1 hp in rating, each	\$ 10.00		High		\$ 11.00
59	For nonresidential appliances and self-contained factory wired appliances not exceeding 1 hp, kw, or kva, each	\$ 10.00		High		\$ 11.00
60	For electrical apparatus, conduits and conductor for which a permit is required, but for which no fee is specified, each	\$ 22.00		High		\$ 23.00
	POWER SCHEDULE					
	For motors, generators, transformers, rectifiers, converters, capacitors, industrial heating, air conditioning and heat pumps, cooking or baking equipment and other apparatus, as follows:					
	Rating in hp, kw, kva or kvar:				For equipment having more than one motor, transformer, heater, etc., the sum of the combined ratings may be used. These fees include all switches, circuit breakers, contractors, thermostats, relays and other directly related control equipment	

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
61	Up to and including 1, each	\$ 11.00		High		\$ 12.00
62	Over 1 and not over 10, each	\$ 21.00		High		\$ 22.00
63	Over 10 and not over 50, each	\$ 36.00		High		\$ 38.00
64	Over 50 and not over 100, each	\$ 59.00		High		\$ 62.00
65	Over 100, each	\$ 94.00		High		\$ 99.00
	BUS WAYS					
66	For trolley and plug-in bus ways, each 100 feet or fraction thereof	\$ 13.00		High		\$ 14.00
	SIGNS				The fee for filing an application for a sign permit shall be the same as required for a building of equivalent valuation and shall also include a plan check fee which shall be 50% of the permit fee.	
67	For one sign, outline lighting and marquee supplied from one branch circuit, each	\$ 89.00		High		\$ 93.00
68	For additional branch circuits, each	\$ 8.00		High		\$ 8.00
	Carnivals, Christmas Tree Lots, Sales Lots, Etc.					
69	For electric generators and electrically driven rides, each	\$ 21.00		High		\$ 22.00
70	For mechanically driven rides and walk through attractions with lighting, each	\$ 11.00		High		\$ 12.00
71	For a system supplying booth lighting, each	\$ 11.00		High		\$ 12.00
72	For Christmas tree lots, sales lots, etc., each	\$ 43.00		High		\$ 45.00
	TEMPORARY POWER					
73	For temporary service pole or pedestal installed in conjunction with temporary buildings, each	\$ 75.00		High		\$ 79.00
74	For temporary service pole and one distribution system for construction sites, each	\$ 43.00		High		\$ 45.00
75	For additional distribution panels installed in conjunction with temporary power poles, each	\$ 21.00		High		\$ 22.00

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	SWIMMING POOLS, HOT TUBS, ETC.					
76	For not more than one sub-panel, three motors, integral lighting fixtures and all wiring and lighting for operation of same	\$ 102.00		High		\$ 107.00
	ELECTRICAL PLAN REVIEW FEES					
77	For electrical plans that require plan review, a plan review fee equal to 65 percent of the electrical permit fee shall be paid to the Building Official at the time plans are submitted for plan review.	65% of Electrical Permit Fee		High		65% of Electrical Permit Fee
	MECHANICAL PERMIT FEES					
78	For the issuance of each permit	\$ 67.00		High		\$ 70.00
	Unit Fee Schedule					
79	For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h	\$ 25.00		High		\$ 26.00
80	For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, over 100,000 Btu/h	\$ 37.00		High		\$ 39.00
81	For the installation or relocation of each floor furnace, including vents	\$ 25.00		High		\$ 26.00
82	For the installation or relocation of each suspended heater, recessed wall heater or floor mounted unit heater	\$ 23.00		High		\$ 24.00
83	For the installation, relocation or replacement of each appliance vent installed and not included in any appliance permit	\$ 12.00		High		\$ 13.00
84	For the regular repair of, alteration of, or addition to each heating appliance refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by this code	\$ 25.00		High		\$ 26.00
85	For the installation or relocation of each boiler or compressor to and including 3 horsepower, or each absorption system to and including 10,000 Btu/h	\$ 25.00		High		\$ 26.00
86	For the installation or relocation of each boiler or compressor over 3 horsepower to and including 15 horsepower or each absorption system over 100,000 Btu/h and including 500,000 Btu/h	\$ 48.00		High		\$ 50.00

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
87	For the installation or relocation of each boiler or compressor over 15 horsepower to and including 30 horsepower or each absorption system over 500,000 Btu/h and including 1,000,000 Btu/h	\$ 67.00		High		\$ 70.00
88	For the installation or relocation of each boiler or compressor over 30 horsepower to and including 50 horsepower or each absorption system over 1,000,000 Btu/h and including 1,750,000 Btu/h	\$ 100.00		High		\$ 105.00
89	For the installation or relocation of each boiler or compressor over 50 horsepower or each absorption system over 1,750,000 Btu/h	\$ 165.00		High		\$ 173.00
90	For each air-handling unit to and including 10,000 cubic feet per minute, including ducts attached thereto	\$ 19.00		High	This fee shall not apply to an air-handling unit which is a portion of a factory assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in this Code	\$ 20.00
91	For each air-handling unit over 10,000 cubic feet per minute, including ducts attached thereto	\$ 33.00		High		\$ 35.00
92	For each evaporative cooler other than portable type	\$ 19.00		High		\$ 20.00
93	For each ventilation fan connected to a single duct	\$ 12.00		High		\$ 13.00
94	For each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit	\$ 19.00		High		\$ 20.00
95	For the installation of each kitchen hood, which is served by mechanical exhaust, including ducts for such hood	\$ 19.00		High		\$ 20.00
96	For the installation or relocation of each domestic-type incinerator	\$ 33.00		High		\$ 35.00
97	For the installation or relocation of each commercial or industrial-type incinerator	\$ 131.00		High		\$ 138.00
98	For each appliance or piece of equipment regulated by this code but not classed in other appliance categories, or for which no other fee is listed in this Code	\$ 19.00		High		\$ 20.00
99	For the installation of ducts to an existing comfort heating/cooling system, per system	\$ 13.00		High		\$ 14.00
100	For the installation of a factory built fireplace, including ducts attached thereto	\$ 19.00		High		\$ 20.00
	Other Inspections					
101	For an extra inspection made necessary due to work not being ready at the time specified or due to work not corrected after prior written notice	\$ 153.00		High		\$ 161.00
102	For an inspection for which no fees are herein prescribed, per hour (time consumed per hour with a minimum charge of 1 hour)	\$ 153.00		High		\$ 161.00
103	For inspections outside normal business hours, per hour (time consumed per hour with a minimum charge of 2 hours)	\$ 153.00		High		\$ 161.00

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	MECHANICAL PLAN REVIEW FEES					
104	For mechanical plans that require plan review, a plan review equal to 65 percent of the mechanical permit fee shall be paid to the Building Official at the time plans are submitted for plan review	65% of the Mechanical Permit Fee		High		65% of the Mechanical Permit Fee
	RELOCATION AND REMOVAL FEES					
105	A relocation examination fee is established in the amount of \$14.10 for each one hundred (100) square feet or fraction thereof of floor space, whether usable or not, contained within the building proposed to be relocated.	\$ 19.00	each one hundred sq ft	High		\$ 20.00
	Relocation Permit Fee					
106	Relocation permit fee shall be \$22.65 per one thousand dollars (\$1000.00) valuation, or fraction thereof of the building to be relocated. For the purpose of computing such fee, valuation shall include the reasonable cost of moving such structure and the reasonable value of all new construction, alterations, additions, repairs, replacements and foundations in connection therewith.	\$ 31.00	per one thousand dollars valuation	High		\$ 33.00
107	For the issuance of each permit	\$ 67.00		High		\$ 70.00
	Removal Permit Fee (Export)					
108	The fee for filing an application for a removal permit shall be \$296.65 (route inspection fee and owner and mover bonds shall also be collected).	\$ 422.00		High		\$ 443.00
109	For the issuance of each permit	\$ 67.00		High		\$ 70.00
	DEMOLITION PERMIT FEES					
110	500 square feet or less	\$ 36.00		High		\$ 38.00
111	501 to 1,000 cubic yards	\$ 67.00		High		\$ 70.00
112	1,001 to 3,000 cubic yards	\$ 110.00		High		\$ 116.00
113	3,001 to 10,000 cubic yards	\$ 188.00		High		\$ 197.00
114	10,001 square feet or more	\$ 373.00		High		\$ 392.00

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	SWIMMING POOL PERMIT AND PLAN REVIEW FEES					
115	The fee for filing an application for a swimming pool permit and plan review shall be the same as required for a building of equivalent valuation.	Valuation Based	per perimeter foot	High		Valuation Based
116	For the issuance of each permit	\$ 67.00		High		\$ 70.00
	SOLID WASTE MANAGEMENT FEE					
117	For the issuance of each building, demolition and reroofing permit	\$ 7.00		High		\$ 7.00
118	For the issuance of each electrical, plumbing, mechanical, sign, fire extinguishing, swimming pool and spa, fire alarm, grading and masonry wall permit	\$ 1.00		High		\$ 1.00
	OTHER INSPECTIONS					
119	For an extra inspection made necessary due to work not being ready at the time specified or due to work not corrected after prior written notice	\$ 153.00		High		\$ 161.00
120	For an inspection for which no fees are herein prescribed, per hour (time consumed per hour with a minimum charge of 1 hour)	\$ 153.00		High		\$ 161.00
121	For inspections outside normal business hours, per hour (time consumed per hour with a minimum charge of 2 hours)	\$ 153.00		High		\$ 161.00
	PARK FACILITIES IMPACT FEES (Resolution No. 6602, 01-15-08)					
122	Single Family Projects	\$ 2.85	per sq ft	High	Set Per Resolution, not subject to CPI Adjustment	\$ 2.85
123	Multi-family Projects	\$ 3.73	per sq ft	High	Set Per Resolution, not subject to CPI Adjustment	\$ 3.73
	FIRE EXTINGUISHING, ALARM PERMIT PERMIT AND PLAN REVIEW FEES					
124	For the issuance of each permit	\$ 67.00		High		\$ 70.00
125	Change of Address Fee	\$ 883.00		High		\$ 927.00
126	Replacement Job Card	\$ 30.00	each	High		\$ 32.00
127	Temporary Certificate of Occupancy	\$ 270.00	each	High		\$ 284.00
128	Residential Solar < 10 kW	\$ 38.00	each	High		\$ 40.00
129	Residential Solar >10 kW	\$ 76.00	each	High		\$ 80.00

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
130	Commercial Solar <50 kW	\$ 57.00	each	High		\$ 60.00
131	Commercial Solar 50-250 kW	\$ 153.00	each	High		\$ 161.00
132	Commercial Solar >250 kW	\$ 307.00	each	High		\$ 322.00
133	Energy Storage System	\$ 71.00	each	High		\$ 75.00
134	Plan Check for an Electric Vehicle Charging Station shall be paid to the City based on the time required, billed in half-hour increments, with a minimum charge of one (1) half-hour. If the review is conducted by an external City plan check consultant, the fee shall be the actual cost of the review.	\$ 113.00	hourly	High		\$ 119.00
135	Electric Vehicle Charging Station	\$ 67.00	each	High		\$ 70.00
136	Residential Elevator	\$ 38.00	each	High		\$ 40.00
137	Permit Extension	\$ 148.00	each	High		\$ 155.00
138	Commercial Type 1 & 2 Hood & Duct	\$ 153.00	each	High		\$ 161.00
139	Residential Solar Plan Check < 10 kW	\$ 182.00	each	High		\$ 191.00
140	Residential Solar Plan Check > 10 kW	\$ 208.00	each	High		\$ 218.00
141	Commercial Solar Plan Check < 50 kW	\$ 305.00	each	High		\$ 320.00
142	Commercial Solar Plan Check 50- 250 kW	\$ 641.00	each	High		\$ 673.00
143	Commercial Solar Plan Check > 250 kW	\$ 1,880.00	each	High		\$ 1,974.00
144	Energy Storage System Plan Review	\$ 67.00	each	High		\$ 70.00
145	Technology Fee	5.5% of Permit & Plan Check Fees	of Permit & Plan Check Fees	High	Plan Check, Building Permits, Mech/Elec/Plum Permits, Misc Permits, Fire Plan Check, Fire Permit Fees, Engineering Permit Fees, Storm Water Plan & Inspection, Offsite Plan Check, Landscape Plan Check & Inspection	5.5% of Permit & Plan Check Fees
146	Failure to Obtain Permit	Double the permit fee		High		Double the permit fee

**Building Valuation Table
Current (All New Construction)**

Minimum Value	Maximum Value	Current Base Rate	Suggested Base Rate	Current Plus \$\$	Suggested Plus \$\$	For every
0	500	47.87	47.87	0.00	0.00	0.00
501	2,000	47.87	47.87	0.00	0.00	100.00
2,001	25,000	122.05	122.05	0.00	0.00	1,000.00
25,001	50,000	574.35	574.35	0.00	0.00	1,000.00
50,001	100,000	949.69	949.69	0.00	0.00	1,000.00
100,001	and up	1,441.31	1,441.31	0.00	0.00	1,000.00

Percent Change = 0.0%

Cost Recovery Level = 80%

Please Note: Valuation fee structure is derived from the Uniform Building Code.

City of Arcadia
Building and Safety Division
Building Valuation Data for Miscellaneous Work
Updated July 1, 2026

Valuation for Tenant Improvements	\$ Per Sq. Ft.
Bakery	\$36.48
Bank	\$52.54
General Office	\$35.97
Hair Salon	\$25.24
Medical Office	\$43.74
Minor Tenant Improvement	\$17.98
Restaurant	\$43.74
Retail Store	\$25.24
Take-out Restaurant	\$35.90
Tenant Improvement at the mall	\$61.71
 Residential Room Additions and Remodeling	
Addition without plumbing	\$125.71
Addition with plumbing	\$167.63
Remodel without plumbing	\$50.28
Remodel with plumbing	\$67.06
Conversion without plumbing	\$83.80
Conversion with plumbing	\$100.58
 Patio, Carports and Garages	
Opens sides, trellis type roof	\$29.21
Open sides, roofed patio	\$29.21
Enclosed patio	\$42.67
Carport	\$29.21
Garage	\$44.79
 Window Change Out	
Smaller than 6' x 4'	\$725.63 each
6' x 4' or larger	\$870.76 each
 Door Installation	
Single	\$725.63 each
Double	\$1,306.12 each
 Masonry Garden and Retaining Walls	
Masonry garden walls	\$12.35
Retaining walls	\$29.02
 Swimming Pools	
Pool and Spa	\$281.54 perim. ft.

City of Arcadia
Building and Safety Division
Valuation for New Buildings and Structures
Updated July 1, 2026

APARTMENTS/CONDOS:

IA or IIB.....	\$201.35
IIIB.....	\$170.95
VA.....	\$170.96
VB.....	\$158.07
Basement Garage.....	\$62.68

BANKS:

IA or IIA.....	\$248.22
IIB.....	\$182.87
IIIA.....	\$201.81
IIIB.....	\$201.81
VA.....	\$182.52
VB.....	\$175.15

CHURCHES:

IA or IIA.....	\$166.26
IIB.....	\$124.86
IIIA.....	\$135.76
IIIB.....	\$129.73
VA.....	\$126.88
VB.....	\$119.34

DWELLINGS:

VA.....	\$178.67
VB.....	\$167.63
Basements:	
Semi-Finished.....	\$42.78
Unfinished.....	\$32.62
Remodel.....	\$50.28
Remodel w/plumbing.....	\$67.05
Conversion.....	\$83.80
Conversion w/plumbing..	\$100.57

FIRE STATIONS:

IA or IIA.....	\$191.76
IIB.....	\$126.21
IIIA.....	\$138.12
IIIB.....	\$132.65
VA.....	\$129.56
VB.....	\$122.86

GARAGES, PRIVATE:
(Utility, Miscellaneous)

VB.....	\$44.79
VA.....	\$50.50
Open Carport.....	\$29.21
Patio (All).....	\$29.21
Patio Enclosed.....	\$41.35

HOTELS AND MOTELS:

IA OR IIA.....	\$169.28
IIIA.....	\$146.66
IIIB.....	\$139.79
VA.....	\$127.72
VB.....	\$125.19

INDUSTRIAL PLANTS:

IA or IIA.....	\$95.37
IIB.....	\$61.01
IIIA.....	\$73.07
IIIB.....	\$68.88
Tilt-up.....	\$50.28
VA.....	\$68.88
VB.....	\$63.01

MEDICAL OFFICES:

IA or IIA.....	\$200.30
IIB.....	\$146.83
IIIA.....	\$167.63
IIIB.....	\$156.05
VA.....	\$151.20
VB.....	\$145.81

OFFICES:

IA or IIA.....	\$179.01
IIB.....	\$125.84
IIIA.....	\$135.87
IIIB.....	\$129.89
VA.....	\$128.79
VB.....	\$119.85

PARKING STRUCTURES

IA or IIA.....	\$81.95
Type I or II, Open.....	\$61.50
IIB.....	\$46.93
IIIA.....	\$62.02
IIIB.....	\$55.14

PUBLIC BUILDINGS:

IA or IIA.....	\$206.83
IIB.....	\$167.63
IIIA.....	\$178.01
IIIB.....	\$167.96
VA.....	\$159.23
VB.....	\$154.17

RESTAURANTS:

IIIA.....	\$163.24
IIIB.....	\$157.72
VA.....	\$149.50
VB.....	\$143.65

SCHOOLS:

IA or IIA.....	\$186.38
IIIA.....	\$136.10
IIIB.....	\$130.90
VA.....	\$127.55
VB.....	\$121.68

SERVICE STATIONS:

IIB.....	\$112.63
IIIA.....	\$117.50
VA.....	\$99.05
VB.....	\$112.63
Canopies.....	\$46.93

STORES:

IA or IIA.....	\$138.12
IIB.....	\$86.76
IIIA.....	\$107.89
IIIB.....	\$101.20
VA.....	\$90.82
VB.....	\$83.93

THEATERS:

IA or IIA.....	\$184.03
IIIA.....	\$134.09
IIIB.....	\$127.72
VA.....	\$126.21
VB.....	\$119.34

WAREHOUSES:

IA or IIA.....	\$86.89
IIB.....	\$48.40
IIIA.....	\$58.41
IIIB.....	\$55.61
VA.....	\$51.57
VB.....	\$48.40

EQUIPMENT:

Air Conditioning:	
Commercial.....	\$7.04
Residential.....	\$5.86
Fire Sprinkler System.....	\$4.36

Reroofing Permit Fees**Updated July 1, 2026**

The fee for filing an application for a reroofing permit shall be determined by the valuation provided. If no valuation is provided. It shall be the same as required for a building of equivalent valuation as determined by the following:

Type of Reroofing	Evaluation (cost per square)
1 Fiberglass Shingles (20 year warranty)	\$190.46
2 Laminated Fiberglass Shingles (25 to 30 year warranty)	\$219.77
3 Laminated Fiberglass Shingles (40 & 50 year warranty)	\$249.07
4 Heavy Weight Concrete Tile	\$476.15
5 Lite Weight Concrete Tile	\$549.40
6 Lite Weight Perlite Shakes	\$476.15
7 Fiber Cement Shakes	\$476.15
8 Pressure Treated Wood Shakes	\$476.15
9 Pressure Treated Wood Shingles	\$476.15
10 Steel Roofing Systems (Class "B")	\$512.77
(Class "A")	\$538.40

For plywood installation, add \$62.69 per square to the above figures.

ENGINEERING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
1	Plans and Specifications	\$ 43.00		High		\$ 45.00
	Miscellaneous Copies					
2	8 1/2" x 11" and 8 1/2" x 17"	\$ 1.17	per sheet	High		\$ 1.23
3	15" x 20"	\$ 2.40	per sheet	High		\$ 2.50
4	18" x 24"	\$ 3.10	per sheet	High		\$ 3.30
5	24" x 36"	\$ 3.60	per sheet	High		\$ 3.80
6	30" x 36"	\$ 4.20	per sheet	High		\$ 4.40
7	24" x 36" Mylar Original	\$ 6.10	per sheet	High		\$ 6.40
	Plan Review					
8	Public Improvement Plan Review Base Fee	\$ 417.00		High	The applicant shall reimburse the City for 100% of actual costs and expenditures incurred by the City relative to said project. This cost is 3 hours of the hourly rate.	\$ 438.00
9	Public Improvement Plan Review Base Fee Plus Additional Staff Review	\$ 139.00	per hour	High	The applicant shall reimburse the City for 100% of base fee plus additional staff time dedicated to project. Additional staff time is based on hourly rate of position performing review.	\$ 146.00
10	Final Map and Parcel Map Review Base Fee	\$ 201.00		High		\$ 211.00
11	Final Map and Parcel Map Review Base Fee Plus Additional Staff Review	\$ 68.00	per lot	High	The applicant shall reimburse the City for 100% of base fee plus additional staff time dedicated to additional lots. Additional staff time is based on 1/2 hour rate of position performing project.	\$ 71.00
	Encroachment Permits					
12	Encroachment Permit - Application Fee	\$ 124.00		High	Fee for initial application prior to review, to be applied to final permit costs.	\$ 146.00
13	Encroachment Permit - Inspection Base Fee	\$ 186.00		High		\$ 195.00
14	Encroachment Permit - Inspection Base Fee Plus Additional Inspection Time	\$ 186.00	per hour	High		\$ 195.00
	Transportation Permits					
15	Transportation Permit - Single Trip	\$ 16.00		High		\$ 16.00
16	Transportation Permit - Annual	\$ 90.00		High		\$ 90.00

ENGINEERING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	Surface Replacement Deposit					
17	Excavation - any street, alley, or other public place paved with concrete	\$ 42.00	per sq ft of surface	High		\$ 44.00
18	Excavation - any street, alley, or other public place paved with asphalt	\$ 16.00	per sq ft of surface	High		\$ 17.00
	Amount of Deposit					
19	Cash Deposit	\$ 2,454.00		High		\$ 2,577.00
20	Surety Bond	\$ 2,454.00		High		\$ 2,577.00
	Inspection Charges for street work					
21	Monday through Thursday and City Hall Open Fridays (Regularly Scheduled Work Hours):	\$ 186.00	per hour	High		\$ 195.00
22	Monday through Thursday and City Hall Open Fridays (Hours worked over Regularly Scheduled Work Hours):	\$ 280.00	per hour (1 1/2 times)	High		\$ 294.00
23	Saturdays, Sundays, Legal Holidays, and the City Hall Closed Fridays	\$ 280.00	per hour (1 1/2 times)	High		\$ 294.00
	Construction Trash Receptacles on City Streets					
24	Construction Trash Receptable Permit - Issuance Fee	\$ 63.00		High		\$ 66.00
25	Construction Trash Receptable Permit - Inspection Base Fee	\$ 186.00		High		\$ 195.00
26	Construction Trash Receptable Permit - Base Fee Plus Additional Inspection Time	\$ 186.00	per hour	High		\$ 195.00
	Permit Application Engineering Review					
27	Permit Application Engineering Review Base Fee	\$ 207.00		High		\$ 217.00
28	Permit Application Engineering Review Base Fee Plus Additional Staff Review	\$ 139.00	per hour	High	Cost per hour charged for staff time beyond initial review, capture by the "Application Fee" to review a permit application	\$ 146.00

ENGINEERING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	LID STORMWATER PLANNING PROGRAM					
	Construction Stormwater Pollution Prevention Plan (SWPPP) Review and Inspection					
29	Tier 1 - New project equal to one acre or greater of disturbed area and adding more than 10,000 sf of impervious area. Tier 1 includes the following: 1) New project equal to one acre or greater of disturbed area and adding more than 10,000 sf of impervious area; 2) New Industrial Park with 10,000 sf or more of surface area; 3) New Commercial mall with 10,000 sf or more of surface area; 4) Redevelopment of 5,000 sf or more of 1), 2), and 3); 5) Redevelopment of 10,000 sf or more to a single family home; 6) Special Provision projects like Green street, or hillside single family home.	\$ 1,856.00		High		\$ 1,949.00
30	Tier 2 includes the following: 1) New Retail Gasoline outlet with 5,000 sf or more of surface area; 2) New Restaurant with 5,000 sf or more surface area; 3) New parking lot with either 5,000 or more of impervious area or 25 or more parking spaces; 4) New Automotive Service facility with 5,000 sf or more of surface area; 5) Projects located in or directly adjacent to, or discharging directly into a Significant Ecological Area; 6) Redevelopment of 5,000 sf or more of all above categories	\$ 1,578.00		High		\$ 1,657.00
31	Non-LID Projects	\$ 207.00		High		\$ 217.00
32	SWPPP Review and Inspection - Less than 2 acres	\$ 1,638.00		High		\$ 1,720.00
33	SWPPP Review and Inspection - Between 2 and 5 acres	\$ 1,963.00		High		\$ 2,061.00
34	SWPPP Review and Inspection - Greater than 5 acres	\$ 2,916.00		High		\$ 3,062.00
	STREET VACATION PERMIT					
35	Summary Street Vacation Fee	\$ 2,310.00		High		\$ 2,426.00
36	Street Vacation Fee	\$ 3,603.00		High		\$ 3,783.00

ENGINEERING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	GRADING					
	Grading Plan Check					
37	0 cubic yards to 1,000 cubic yards	\$ 1,335.00		High		\$ 1,402.00
38	>1,000 cubic yards	\$ 139.00	per hour	High	0 to 1,000 cubic yards fee PLUS additional per additional hour dedicated to project.	\$ 146.00
	Grading Permit					
39	0 cubic yards to 1,000 cubic yards	\$ 906.00		High		\$ 951.00
40	>1,000 cubic yards	\$ 139.00	per hour	High	0 to 1,000 cubic yards fee PLUS additional per additional hour dedicated to project.	\$ 146.00
41	Technology Fee	5.5% of Permit & Plan Check Fees	of Permit & Plan Check Fees	High	Plan Check, Building Permits, Mech/Elec/Plum Permits, Misc Permits, Fire Plan Check, Fire Permit Fees, Engineering Permit Fees, Storm Water Plan & Inspection, Offsite Plan Check, Landscape Plan Check & Inspection	5.5% of Permit & Plan Check Fees

PLANNING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	SITE PLAN AND DESIGN REVIEWS					
	COMMERCIAL/INDUSTRIAL					
1	Preliminary Plan Review	\$ 1,883.00		High		\$ 1,977.00
2	New	\$ 5,018.00		High		\$ 5,269.00
3	Amendment	\$ 1,925.00		High		\$ 2,022.00
4	Remodel/Addition	\$ 1,718.00		High		\$ 1,804.00
5	Amendment	\$ 1,538.00		High		\$ 1,615.00
6	SB 330 Preliminary Review	\$ 1,883.00		High		\$ 1,977.00
7	SB 330 Mixed Use Development (Up to 20 Units)	\$ 5,018.00		High		\$ 5,269.00
8	SB 330 Mixed Use Development (21 or more Units)	\$ 7,943.00		High		\$ 8,340.00
	MULTIPLE-FAMILY					
9	Preliminary Plan Review	\$ 1,883.00		High		\$ 1,977.00
10	New multiple family projects (Up to 20 Dwelling Units)	\$ 3,202.00		High		\$ 3,362.00
11	Amendment multiple family projects (Up to 20 Dwelling Units)	\$ 1,875.00		High		\$ 1,969.00
12	New Multifamily Residential (21 or more Dwelling Units)	\$ 7,943.00		High		\$ 8,340.00
13	Amendment Multifamily Residential (21 or more Dwelling Units)	\$ 2,785.00		High		\$ 2,924.00
14	Remodel/Addition	\$ 1,884.00		High		\$ 1,978.00
15	SB 330 Preliminary Review	\$ 1,883.00		High		\$ 1,977.00
16	SB 330 for New Multi-Family projects (Up to 20 units)	\$ 3,202.00		High		\$ 3,362.00
17	SB 330 for New Multi-Family projects (21 or more Units)	\$ 7,943.00		High		\$ 8,340.00
18	SB 9 Two -Unit Development	\$ 1,883.00		High		\$ 1,977.00
	SINGLE-FAMILY					
19	New	\$ 2,614.00		High		\$ 2,745.00
20	Amendment	\$ 1,234.00		High		\$ 1,296.00
21	Remodel/Addition	\$ 1,317.00		High		\$ 1,383.00
22	Amendment	\$ 590.00		High	Amendment to Remodel/Addition application	\$ 620.00

PLANNING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	SIGNS					
23	Temporary Sign Permit	\$ 280.00		High		\$ 294.00
24	Signs, Awning and Canopy Signs	\$ 456.00		High		\$ 479.00
25	Comprehensive Sign Program	\$ 993.00		High		\$ 1,043.00
	ANTENNAS					
26	Antennas and Wireless Facilities	\$ 3,445.00		High		\$ 3,617.00
27	Antennae panels	\$ 668.00		High		\$ 701.00
28	Wireless fee waiver	\$ 319.00		High		\$ 335.00
29	Administrative / Over-the-Counter	\$ 51.00		High		\$ 54.00
30	Appeal – including HOA / ARB Decision	\$ 735.00		High		\$ 772.00
31	Extension	\$ 171.00		High		\$ 180.00
	BANNERS					
32	Temporary Banner on a Building	\$ 36.00		High		\$ 38.00
	HISTORIC PRESERVATION					
33	Designation of a Local Landmark	\$ 1,800.00		High		\$ 1,800.00
34	Designation of a Historic District	\$ 2,500.00		High		\$ 2,500.00
35	Mills Act Contract Application	\$ 1,500.00		High		\$ 1,500.00
36	Certificate of Appropriateness (Major)	\$ 1,600.00		High		\$ 1,600.00
37	Certificate of Appropriateness (Minor)	\$ 900.00		High		\$ 900.00

PLANNING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	CERTIFICATE OF DEMOLITION					
38	Certificate of Demolition (Director's Review)	\$ 217.00		High		\$ 228.00
39	Certificate of Demolition (Referred to Planning Commission)	\$ 1,468.00		High	plus CEQA fee	\$ 1,541.00
40	Appeal	\$ 735.00		High		\$ 772.00
	CONDITIONAL USE PERMIT					
41	New	\$ 3,414.00		High		\$ 3,585.00
42	Amendment	\$ 2,260.00		High		\$ 2,373.00
43	Extension	\$ 155.00		High		\$ 163.00
44	Appeal	\$ 735.00		High		\$ 772.00
	MINOR USE PERMIT					
45	New	\$ 1,328.00		High		\$ 1,394.00
46	Amendment	\$ 841.00		High		\$ 883.00
47	Appeal	\$ 735.00		High		\$ 772.00
	ADMINISTRATIVE MODIFICATIONS					
48	Minor Director's Review	\$ 730.00		High		\$ 767.00
49	Major Director's Review	\$ 1,294.00		High		\$ 1,359.00
50	Commission's Review	\$ 2,714.00		High		\$ 2,850.00
51	Appeal	\$ 735.00		High		\$ 772.00
52	Extension	\$ 217.00		High		\$ 228.00
	TREE PERMITS					
53	Encroachment	\$ 442.00		High		\$ 464.00
54	Removal of a Diseased or Hazardous Tree	\$ 146.00		High		\$ 153.00
55	Removal of Healthy Tree	\$ 1,116.00		High		\$ 1,172.00
56	Appeal	\$ 735.00		High		\$ 772.00

PLANNING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	HOME OCCUPATION PERMITS					
57	Administrative	\$ 49.00		High		\$ 51.00
58	Hearing	\$ 321.00		High		\$ 337.00
	CODE AMENDMENTS					
59	Determination of Use	\$ 2,244.00		High		\$ 2,356.00
60	Specific Plan	\$ 10,356.00		High		\$ 10,874.00
61	Specific Plan Amendment	\$ 5,557.00		High		\$ 5,835.00
62	General Plan Amendment	\$ 8,504.00		High		\$ 8,929.00
63	Text Amendment	\$ 5,707.00		High		\$ 5,992.00
64	Zone Change	\$ 7,899.00		High		\$ 8,294.00
65	Planned Developments	\$ 9,116.00		High		\$ 9,572.00
66	General Plan Update Fee	5% of Planning Applications		High		5% of Planning Applications
	SUBDIVISIONS					
67	Lot Line Adjustment w/Certificate of Compliance	\$ 2,062.00		High		\$ 2,165.00
68	Tentative or Vesting Tentative Parcel Map	\$ 1,485.00		High		\$ 1,559.00
69	Tentative or Vesting Tentative Tract Map for Single-Family Lots	\$ 2,749.00	Base Fee (first 5 lots)	High		\$ 2,886.00
70	Tentative or Vesting Tentative Tract Map for Single-Family Lots - each additional lot (over 5)	\$ 37.00	Base Fee (Item #78) Plus \$30 per additional lot added to base fee (over 5 lots)	High		\$ 39.00
71	Tentative or Vesting Tentative Tract Map for Condominiums	\$ 1,582.00		High		\$ 1,661.00
72	Appeal	\$ 735.00		High		\$ 772.00
73	Extension	\$ 300.00		High		\$ 315.00
74	Final Map	\$ 1,645.00		High		\$ 1,727.00
75	Parcel Map Waiver	\$ 887.00		High		\$ 931.00
76	Amendment to an Approved Tentative Map and/or Conditions	\$ 1,189.00		High		\$ 1,248.00
77	Lot Merger	\$ 1,577.00		High		\$ 1,656.00

PLANNING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
78	Certificate of Compliance	\$ 975.00		High		\$ 1,024.00
79	Temporary Use Permit	\$ 702.00		High		\$ 737.00
80	Temporary Use Permit - Council Review	\$ 1,757.00		High		\$ 1,845.00
81	Lot Consolidation Incentive for a multifamily residential project or mixed-use development - 4 or less lots	Waived		High		Waived
82	SB 9 Lot Split	\$ 2,062.00		High		\$ 2,165.00
	OUTDOOR USE PERMITS					
83	MUP - Incidental Dining (12 or more seats)	\$ 721.00		High		\$ 757.00
84	Outdoor Dining - Incidental	\$ 269.00		High		\$ 282.00
85	Outdoor Dining - Sidewalk Dining	\$ 269.00		High		\$ 282.00
86	Portable Sign	\$ 269.00		High		\$ 282.00
	DEVELOPMENT AGREEMENT					
87	Development Agreement	At Cost		High		At Cost
88	Development Agreement Amendment	At Cost		High		At Cost
89	Development Agreement Periodic Review	\$ 1,204.00		High		\$ 1,264.00
	DOCUMENTS					
90	Covenant Preparation	\$ 381.00		High		\$ 400.00
91	General Plan Document	\$ 91.00		High		\$ 96.00
	General Plan Land Use Map					
92	27 X 35 map	\$ 31.00		High		\$ 33.00
93	11 X 17 map	\$ 2.28		High		\$ 2.39
	Zoning Map					
94	27 X 35 map	\$ 31.00		High		\$ 33.00
95	11 X 17 map	\$ 2.28		High		\$ 2.39

PLANNING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	VARIANCE					
96	New	\$ 2,985.00		High		\$ 3,134.00
97	Amendment	\$ 2,036.00		High		\$ 2,138.00
98	Appeal	\$ 735.00		High		\$ 772.00
99	Adult Business Regulatory Permit	\$ 2,812.00		High		\$ 2,953.00
100	REASONABLE ACCOMMODATION	\$ -		High		\$ -
	AMENDMENT (NEW)					
101	Any Amendment to a fee that is not listed in this fee schedule shall be 50% of that application fee.	\$ -		High		\$ -
	ZONING CLEARANCES					
102	ZONING CLEARANCE	\$ 348.00		High		\$ 365.00
103	ZONING CLEARANCE - ADU	\$ 703.00		High		\$ 738.00
103	Administrative Design Review	NEW		High	New fee for minor administrative design review	\$ 112.00

BUSINESS LICENSE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	BUSINESS LICENSE FEES					
1	Advertising Distribution	\$ 222.90		High		\$ 234.00
2	Advertising Solicitation (In the City)	\$ 93.30		High	\$18.80 Per Employee	\$ 98.00
3	Advertising Solicitation (Out of City)	\$ 185.50		High		\$ 195.00
4	Apartments	\$ 72.80	First 4 Units	High	\$18.80 Each Additional Unit Over 4	\$ 76.00
5	Auctions or Temporary Retail Sale	\$ 93.30		High		\$ 98.00
6	Bowling Alleys or Billiards	\$ 185.50	\$18.80 Per Employee	High		\$ 195.00
7	Carnival	\$ 222.90	First day	High	\$37.20 Each Additional Day After the First Day	\$ 234.00
8	Christmas Trees or Pumpkin Patches	\$ 111.20	Per Month	High		\$ 117.00
9	Circus	\$ 185.50	Per Exhibition	High		\$ 195.00
10	Contractor General	\$ 278.40		High	\$11.30 Per Vehicle	\$ 292.00
11	Contractor Specialty	\$ 222.90		High	\$11.30 Per Vehicle	\$ 234.00
12	Dance Hall - Public	\$ 185.50		High		\$ 195.00
13	Family Care/Day Care/Assisted Living Care Facility	\$ 93.30		High	\$18.80 Per Employee	\$ 98.00
14	Farmer's Market Sponsor	\$ 328.80	Per Season	High		\$ 345.00
15	Farmer's Market Vendor	\$ 24.10	Per Season	High		\$ 25.00
16	Filming	\$ 328.80	One Day and One Location	High		\$ 345.00
17	Filming additional day or location	\$ 98.70	Each Day and Each Location	High		\$ 104.00
18	Fortunetelling	\$ 927.80		High		\$ 974.00
19	Home Occupation	\$ 93.30		High	\$11.30 Per Vehicle	\$ 98.00
20	Laundromat	\$ 37.80		High		\$ 40.00
21	Laundromat per washer	\$ 2.30		High		\$ 2.00
22	Laundry Collections	\$ 124.60	Per Vehicle	High		\$ 131.00
23	Lodging, Hotel or Motel	\$ 72.80	First 4 Rooms	High		\$ 76.00
24	Lodging, Hotel or Motel (per room)	\$ 11.10	Per Room after 4 Rooms	High		\$ 12.00
25	Mobile Food Vendor - Private Property	\$ 198.60		High		\$ 209.00
26	Mobile Food Vendor - Public Right of Way	\$ 470.50		High		\$ 494.00
27	Moving Services	\$ 222.90		High		\$ 234.00
28	Private Patrols	\$ 371.20		High		\$ 390.00
29	Pawnbroker	\$ 185.50		High		\$ 195.00

BUSINESS LICENSE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
30	Peddlers and Solicitors	\$ 143.80	6 Months	High		\$ 151.00
31	Photographer/Videographer	\$ 222.90	One Day and One Location	High		\$ 234.00
32	Photographer additional day or location	\$ 98.70	Each Day and Each Location	High		\$ 104.00
33	Private Clubs	\$ 222.90		High		\$ 234.00
34	Processing Fee	\$ 11.30		High		\$ 12.00
35	Professional Services - per state licensed owner/partner/associate	\$ 93.30		High		\$ 98.00
36	Professional Services - per state licensed employee	\$ 37.20		High		\$ 39.00
37	Professional Services - per each additional employee	\$ 18.80		High		\$ 20.00
38	Real Estate Broker	\$ 93.30		High	\$18.80 Per Employee	\$ 98.00
39	Rental of Non-Residential Property	\$ 93.30	First 2 units	High	\$18.80 Each Additional Unit Over 2	\$ 98.00
40	Salvaged Goods Dealer	\$ 185.50		High		\$ 195.00
41	Services	\$ 93.30		High	\$18.80 Per Employee	\$ 98.00
42	Sidewalk Vendor	\$ 166.30		High		\$ 175.00
43	Theaters and Shows	\$ 371.20		High		\$ 390.00
44	Vending Machines	\$ 18.80	Per machine	High		\$ 20.00
45	Wheeled vehicles	\$ 106.40	Per vehicle	High		\$ 112.00
46	Entertainment Permit	\$ 154.00		High		\$ 162.00
47	Employee Fee	\$ 18.80		High		\$ 20.00
48	Vehicle Fee	\$ 11.30		High		\$ 12.00
49	Apartment and Rental of Non-Residential Property (additional units)	\$ 18.80	Unit Fee	High		\$ 20.00
50	Carnival (each additional day after the first day)	\$ 37.20	Each Additional Day	High		\$ 39.00

PUBLIC WORKS

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	Inspection Charges					
1	Backflow test and inspection (new construction) (Resolution 7239, adopted 12-18-18)	\$ 273.00		High		\$ 287.00
2	Annual administration of backflow device (Resolution 7239, adopted 12-18-18)	\$ 43.00		High		\$ 45.00
	Street Maintenance Charges					
3	Curb number painting	\$ 108.00		High		\$ 113.00
4	Private street sweeping (per curb mile)	\$ 70.00		High		\$ 74.00
	Maintenance Charges for Water Service					
5	Bacteriological test for new development's water lines	\$ 122.00		High	Plus Lab Cost	\$ 128.00
6	Field Monitor water meter (Flo-Search) - 1st time within 1 year	No charge		High	No Charge for 1st time within 1 year	No charge
7	Field Monitor water meter (Flo-Search) - 2nd and subsequent service within 1 year	\$ 110.00		High		\$ 116.00
8	Flow test hydrant (perform test)	\$ 471.00		High		\$ 495.00
9	Request to check water quality	\$ 287.00		High	Plus Lab Cost	\$ 301.00
10	Sewer Dye Test	\$ 141.00		High		\$ 148.00
11	Stand-pipe inspection (for developer access to water during const)	\$ 275.00		High		\$ 289.00
12	Re-inspection of Stand-pipe	NEW		High		\$ 50.00
13	Water meter re-read - (1st within 1 year)	No charge		High	No Charge for 1st time within 1 year	No charge
14	Water meter re-read - (2nd and subsequent within 1 year)	\$ 61.00		High		\$ 64.00
15	Water meter turn-on after service shut-off (for change of ownership)	\$ 122.00	each	High		\$ 128.00
16	Water meter turn-on after service shut-off (for change of ownership)	\$ 305.00		High	after hours	\$ 320.00
17	Water turn-off notice for failure to test backflow prevention device	\$ 141.00		High		\$ 148.00
18	Unauthorized use of fire hydrant	\$ 147.00		High	Plus water cost	\$ 154.00
19	Flow test meter	\$ 219.00		High		\$ 230.00
20	Water turn-off/turn-on for non payment (during business hours)	\$ 159.00		High		\$ 167.00
21	Water turn-off/turn-on for non payment (after business hours)	\$ 305.00		High		\$ 320.00
22	Turn-on water per request during after-hours	\$ 318.00		High		\$ 334.00
23	Off-site Improvement plan check	\$ 246.00		High	\$135 for each hour after	\$ 258.00
24	Hydrant flow test performed with water model	\$ 285.00		High		\$ 299.00
25	Abandon Existing Service - water inspection fee	\$ 165.00		High		\$ 173.00
26	Water Permit Inspection Fees: Pre-Construction Inspection- for Private Development Projects for water permits.	\$ 246.00		High		\$ 258.00
27	Water Permit Inspection Fees: Water Service Inspection of Installation- Meter Reading documentation - setting up service for new development	\$ 214.00		High		\$ 225.00
28	GIASP No Exposure Certification (NEC) or non-filers - Stormwater Inspection fee	\$ 198.00		High		\$ 208.00
29	Infrastructure Restoration Deposit Fee - (Pavement Restoration for ADU/Remodeling)	\$ 1,590.00		High	Deposit fee will be refunded if homeowner obtains contractor to restore the street	\$ 1,670.00
30	Water meter turn-on for property repairs (1st time)	FREE		High	1st within one year	FREE
31	Water meter turn-on for property repairs (2nd time)	\$ 61.00		High	2nd and subsequent within one year	\$ 64.00

PUBLIC WORKS

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	Fire Hydrant Service for Construction, outside City, and Private Use					
32	Meter Installation	\$ 159.00		High		\$ 159.00
33	Meter Relocation	\$ 79.65		High		\$ 79.65
34	Meter Reread	\$ 142.41		High		\$ 142.41
35	Meter Rental	\$ 91.91		High	Monthly	\$ 91.91
36	Eddy Valve Rental	\$ 25.00		High	Monthly	\$ 25.00
37	Hydrant Rental	\$ 32.45		High	Monthly	\$ 32.45
38	Hydrant Permit	\$ 46.06		High		\$ 46.06
39	Water Usage - per full one hundred cubic feet registered on the consumers meter. Unmetered water use will be charged at a flat rate determined by the Water Section of the PWSD based upon type of use.	\$ 3.18		High	per 100 cubic feet	\$ 3.18
40	Deposit (refundable)	\$ 1,681.26		High		\$ 1,681.26
	Stormwater and Urban Runoff Service Fees					
	Urban Storm Water Mitigation Plan Check					
41	Non-SUSMP projects (minimum NPDES requirements)	\$ 113.00		High		\$ 119.00
	Storm Water Inspection Fees					
42	Restaurants	\$ 227.00		High		\$ 238.00
43	Auto Service Businesses	\$ 262.00		High		\$ 275.00
44	Industrial Commercial	\$ 296.00		High		\$ 311.00
45	GIASP sites (large complex industrial projects)	\$ 512.00		High		\$ 538.00
46	Low Impact Development (LID annual inspection)	\$ 331.00		High		\$ 348.00
	Industrial Waste and Related Services					
	Industrial Waste Disposal Permits					
47	New Sewer Disposal	\$ 326.00		High		\$ 342.00
48	Sewer Disposal Permit Revision	\$ 255.00		High		\$ 268.00
49	New on-site Disposal	\$ 470.00		High		\$ 494.00
50	On-site Disposal Permit Revision	\$ 258.00		High		\$ 271.00
51	New - Off Site Disposal	\$ 470.00		High		\$ 494.00
52	Off-Site Disposal Permit Revision	\$ 255.00		High		\$ 268.00
	Industrial Waste Plan Review					
	Disposal to Sewer - New					
53	1	\$ 470.00		High		\$ 494.00
54	2	\$ 576.00		High		\$ 605.00
55	3	\$ 709.00		High		\$ 744.00
56	4	\$ 875.00		High		\$ 919.00
57	5	\$ 1,082.00		High		\$ 1,136.00
58	6	\$ 1,345.00		High		\$ 1,412.00
	Disposal to Sewer - Revision					
59	1	\$ 384.00		High		\$ 403.00
60	2	\$ 469.00		High		\$ 492.00
61	3	\$ 576.00		High		\$ 605.00
62	4	\$ 708.00		High		\$ 743.00
63	5	\$ 873.00		High		\$ 917.00
64	6	\$ 1,081.00		High		\$ 1,135.00

PUBLIC WORKS

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	On-site Disposal - New					
65	1	\$ 612.00		High		\$ 643.00
66	2	\$ 755.00		High		\$ 793.00
67	3	\$ 932.00		High		\$ 979.00
68	4	\$ 1,154.00		High		\$ 1,212.00
69	5	\$ 1,433.00		High		\$ 1,505.00
70	6	\$ 1,780.00		High		\$ 1,869.00
	On-site Disposal - Revision					
71	1	\$ 498.00		High		\$ 523.00
72	2	\$ 612.00		High		\$ 643.00
73	3	\$ 754.00		High		\$ 792.00
74	4	\$ 931.00		High		\$ 978.00
75	5	\$ 1,154.00		High		\$ 1,212.00
76	6	\$ 1,433.00		High		\$ 1,505.00
	Off-site Disposal - New					
77	1	\$ 470.00		High		\$ 494.00
78	2	\$ 576.00		High		\$ 605.00
79	3	\$ 709.00		High		\$ 744.00
80	4	\$ 875.00		High		\$ 919.00
81	5	\$ 1,082.00		High		\$ 1,136.00
82	6	\$ 1,343.00		High		\$ 1,410.00
	Off-site Disposal - Revision					
83	1	\$ 384.00		High		\$ 403.00
84	2	\$ 469.00		High		\$ 492.00
85	3	\$ 576.00		High		\$ 605.00
86	4	\$ 708.00		High		\$ 743.00
87	5	\$ 873.00		High		\$ 917.00
88	6	\$ 1,081.00		High		\$ 1,135.00
	Industrial Waste Annual Inspections					
	Inspection Fee Class					
79	A	\$ 143.00		High		\$ 150.00
80	B	\$ 285.00		High		\$ 299.00
81	C	\$ 427.00		High		\$ 448.00
82	D	\$ 570.00		High		\$ 599.00
83	E	\$ 855.00		High		\$ 898.00
84	M	\$ 1,710.00		High		\$ 1,796.00
85	RDS	\$ 213.00		High		\$ 224.00

PUBLIC WORKS

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	* Immediately upon issuance of a new permit, the permitted shall be billed a percentage of the above inspection fee, determined by the days remaining in the billing period, as scheduled below. The annual inspection fee shall also be increased by an additional \$138.00 for each approved rainwater diversion system.					
86	Days remaining in billing: 1-60'	\$ -		High		\$ -
87	Days remaining in billing: 61-120	\$ 0.30		High		\$ 0.30
88	Days remaining in billing: 121-210	\$ 0.60		High		\$ 0.60
89	Days remaining in billing: 211-300	\$ 1.00		High		\$ 1.10
90	Days remaining in billing: 301-365	\$ 1.30		High		\$ 1.40
91	Wastewater sampling and analysis fee - per analysis	\$ 213.00		High		\$ 224.00
	Miscellaneous Fees					
92	Inspection of pretreatment facility for permit cancellation	\$ 143.00		High		\$ 150.00
93	Review of site remedial investigation and cleanup plan to correct unauthorized release of industrial waste, initial deposit	\$ 176.00		High		\$ 185.00
94	Additional site remedial investigation and cleanup plan review and approval, per hour	\$ 176.00		High		\$ 185.00
95	Inspection s outside of normal business hours, per hour	\$ 143.00		High		\$ 150.00
96	Inspection for which no fee is specifically indicated	\$ 143.00		High		\$ 150.00
97	Additional plan review or revisions of previously approved plans, per hour	\$ 176.00		High		\$ 185.00
98	Delinquent fees (for fees not paid within 30 calendar days from the billing date):	10% penalty fee for each 30 day period beyond the billing date.		High		10% penalty fee for each 30 day period beyond the billing date.
	Annual Inspection Fee Refunds					
99	1 - 60 (days from previous billing date)	\$ 0.80		High		\$ 0.80
100	61 - 150 (days from previous billing date)	\$ 0.60		High		\$ 0.60
101	151 - 240 (days from previous billing date)	\$ 0.30		High		\$ 0.30
102	241 or more (days from previous billing date)	\$ -		High		\$ -

PUBLIC WORKS

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	Classes of Businesses, Processes and Industries for Plan Review and Inspection	Plan Review Class	Inspection Class			
	Agricultural Production, Food Processing and Handling					
103	Animal Slaughtering (except fowl)	\$ 3.40	D	High		\$ 3.60
104	Bakery plants	\$ 2.20	C	High		\$ 2.30
105	Beverages, canning and bottling	\$ 2.20	C	High		\$ 2.30
106	Breweries, wineries	\$ 3.40	D	High		\$ 3.60
107	Canned and preserved fruits and vegetables	\$ 3.40	B	High		\$ 3.60
108	Cold storage and refrigeration plants	\$ 1.20	A	High		\$ 1.30
109	Dairies and dairy products	\$ 2.20	D	High		\$ 2.30
110	Food markets	\$ 1.20	A	High		\$ 1.30
111	Frozen foods	\$ 2.20	B	High		\$ 2.30
112	Hydroponic farms	\$ 2.20	B	High		\$ 2.30
113	Poultry	\$ 3.40	E	High		\$ 3.60
114	Prepared meat, poultry, and fish products	\$ 2.20	C	High		\$ 2.30
115	Restaurants, public eating places and plant cafeterias	\$ 1.20	A	High		\$ 1.30
116	Rendering	\$ 3.40	C	High		\$ 3.60
117	Sugar and confectionery products	\$ 1.20	A	High		\$ 1.30
118	Vegetable fats and oils	\$ 2.20	B	High		\$ 2.30
119	Vegetable packing	\$ 3.40	D	High		\$ 3.60

PUBLIC WORKS

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	Mining, Manufacturing and Processing					
120	Aircraft	\$ 3.40	C	High		\$ 3.60
121	Aircraft Engines, parts and accessories	\$ 3.40	C	High		\$ 3.60
122	Ammunition and explosives	\$ 2.20	D	High		\$ 2.30
123	asphalt and asphalt products	\$ 4.60	E	High		\$ 4.80
124	Battery manufacturing, servicing and reclaiming	\$ 3.40	E	High		\$ 3.60
125	Blast furnaces, steel works, rolling and finishing mills	\$ 4.60	E	High		\$ 4.80
126	Carpet mills with dyeing	\$ 4.60	D	High		\$ 4.80
127	Carpet mills without dyeing	\$ 1.20	A	High		\$ 1.30
128	Cement manufacturing	\$ 3.40	B	High		\$ 3.60
129	Ceramics	\$ 2.20	D	High		\$ 2.30
130	Chemical milling	\$ 5.70	E	High		\$ 6.00
131	Chemical plants	\$ 5.70	E	High		\$ 6.00
132	Coating, electroplating, engraving, and related services	\$ 4.60	E	High		\$ 4.80
133	Concrete batch plants	\$ 2.20	D	High		\$ 2.30
134	Cut stone and stone products	\$ 2.20	A	High		\$ 2.30
135	Electric power generation plants except waste-to-energy facilities	\$ 3.40	B	High		\$ 3.60
136	Enameled products	\$ 2.20	B	High		\$ 2.30
137	Guided missiles, space vehicles, space vehicle propulsion units and propulsion unit parts	\$ 4.60	D	High		\$ 4.80
138	Iron and steel foundries and heat treating	\$ 4.60	D	High		\$ 4.80
139	Linoleum, asphalt-felt-base and other hard-surface floor covering	\$ 2.20	B	High		\$ 2.30
140	Metal fabrication (no chemical waste)	\$ 1.20	B	High		\$ 1.30
141	Metals - with chemical waste (not otherwise classified)	\$ 1.20	A	High		\$ 1.30
142	Metals - with no chemical wastes (not otherwise classified)	\$ 1.20	B	High		\$ 1.30
143	Motor vehicles parts and accessories	\$ 2.20	B	High		\$ 2.30
144	Motor vehicles, vehicle bodies, and trailers	\$ 3.40	B	High		\$ 3.60
145	Musical instruments (metal)	\$ 2.20	C	High		\$ 2.30
146	Non-metals - with chemical wastes (not otherwise classified)	\$ 3.40	D	High		\$ 3.60
147	Non-metals - with no chemical wastes (not otherwise classified)	\$ 1.20	A	High		\$ 1.30
148	Oil field production	\$ 2.20	C	High		\$ 2.30
149	Paint manufacturing	\$ 3.40	D	High		\$ 3.60
150	Paper manufacturing	\$ 3.40	C	High		\$ 3.60
151	Paper products	\$ 2.20	B	High		\$ 2.30
152	Pesticides	\$ 4.60	D	High		\$ 4.80
153	Petroleum refining and processing	\$ 5.70	E	High		\$ 6.00
154	Pharmaceuticals	\$ 4.60	D	High		\$ 4.80
155	Photographic equipment and supplies	\$ 2.20	C	High		\$ 2.30
156	Pottery, china, earthenware, porcelain and related products	\$ 2.20	C	High		\$ 2.30
157	Primary smelting and refining of nonferrous metals	\$ 3.40	B	High		\$ 3.60
158	Printed circuit boards	\$ 4.60	E	High		\$ 4.80
159	Quarrying and rock crushing	\$ 4.60	D	High		\$ 4.80
160	Railroad equipment	\$ 2.20	B	High		\$ 2.30
161	Rolling, drawing and extruding nonferrous metals	\$ 2.20	C	High		\$ 2.30
162	Rubber and plastics products	\$ 3.40	C	High		\$ 3.60
163	Sand and gravel washing and screening	\$ 3.40	D	High		\$ 3.60
164	Secondary smelting and refining of nonferrous metals	\$ 2.20	C	High		\$ 2.30
165	Semiconductor and related devices	\$ 3.40	D	High		\$ 3.60

PUBLIC WORKS

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
166	Silverware, plated ware and stainless steel ware	\$ 4.60	E	High		\$ 4.80
167	Spray-painting shops	\$ 1.20	A	High		\$ 1.30
168	Steel springs manufacturing	\$ 3.40	E	High		\$ 3.60
169	Tanning and wool pulling	\$ 3.40	D	High		\$ 3.60
170	Textile mills, treating and dyeing	\$ 4.60	D	High		\$ 4.80
171	Wood fabrication (no chemical wastes)	\$ 1.20	A	High		\$ 1.30
	Retail Trade and Services					
172	Airports, flying fields and airport terminal services	\$ 1.20	B	High		\$ 1.30
173	Automotive repair	\$ 1.20	C	High		\$ 1.30
174	Bottle and can washing	\$ 2.20	B	High		\$ 2.30
175	Car wash	\$ 1.20	C	High		\$ 1.30
176	Chemical Laboratories	\$ 1.20	B	High		\$ 1.30
177	Cleaners, retail	\$ 1.20	B	High		\$ 1.30
178	Commercial laundries (not coin-operated)	\$ 2.20	B	High		\$ 2.30
179	Cooperages	\$ 3.40	D	High		\$ 3.60
180	Dry cleaning plants	\$ 2.20	D	High		\$ 2.30
181	Film processing plants	\$ 2.20	C	High		\$ 2.30
182	Film processing, retail	\$ 1.20	A	High		\$ 1.30
183	kennels, dog and cat hospitals	\$ 1.20	A	High		\$ 1.30
184	Marine service	\$ 2.20	C	High		\$ 2.30
185	Schools, churches and Institutions	\$ 1.20	A	High		\$ 1.30
186	Service stations - incidental car washing, repairs, and maintenance	\$ 1.20	A	High		\$ 1.30
187	Tank truck interior washing	\$ 2.20	D	High		\$ 2.30
188	Truck repair and exterior washing	\$ 1.20	C	High		\$ 1.30
	Waste Disposal Facilities					
189	Cogeneration facilities (not otherwise classified)	\$ 2.20	C	High		\$ 2.30
190	Hazardous waste treatment, recycling, storage and transfer facilities	\$ 6.80	M	High		\$ 7.10
191	Injection wells, non-oilfield wastes (liquids)	\$ 3.40	M	High		\$ 3.60
192	Landfill gas recovery facilities	\$ 6.80	M	High		\$ 7.10
193	Liquid waste storage and transfer facilities, non-hazardous	\$ 4.60	E	High		\$ 4.80
194	Open facilities, not used	\$ 1.20	A	High		\$ 1.30
195	Solid-waste transfer, recycling and composting facilities	\$ 3.40	D	High		\$ 3.60
196	Solid-waste incinerators	\$ 6.80	M	High		\$ 7.10
197	Waste-to-energy facilities	\$ 6.80	M	High		\$ 7.10

FIRE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	FIRE CODE PERMITS					
1	Additive Manufacturing	\$ 445.00		High		\$ 467.00
2	Aerosol Product	\$ 670.00		High		\$ 704.00
3	Amusement Building	\$ 475.00		High		\$ 499.00
4	Assembly Facility	\$ 445.00		High		\$ 467.00
5	Candles/Open Flame in Assembly	\$ 140.00		High		\$ 147.00
6	Carnivals & Fairs	\$ 670.00		High		\$ 704.00
7	Combustible Dust Prod Ops	\$ 475.00		High		\$ 499.00
8	Combustible Fiber Storage	\$ 475.00		High		\$ 499.00
9	Compressed Gases	\$ 545.00		High		\$ 572.00
10	Carbon Dioxide Beverage Dispensing Systems permit	\$ 105.00		High		\$ 110.00
11	Cryogenics	\$ 475.00		High		\$ 499.00
12	Dry Cleaning Plants	\$ 475.00		High		\$ 499.00
13	Energy Storage System	\$ 445.00		High		\$ 467.00
14	Exhibits/Trade Shows	\$ 375.00		High		\$ 394.00
15	Explosives or Blasting Agents	\$ 375.00		High		\$ 394.00
16	Fireworks/Aerial Displays	\$ 1,060.00		High		\$ 1,113.00
17	Flammable/Combustible Liquid	\$ 555.00		High		\$ 583.00
18	Hazardous Materials 1 to 3 chemical(s)	\$ 465.00		High		\$ 488.00
19	Hazardous Materials 4 to 6 chemicals	\$ 555.00		High		\$ 583.00
20	Hazardous Materials 7 or more chemicals	\$ 670.00		High		\$ 704.00
21	Hazardous Production Materials Facility	\$ 475.00		High		\$ 499.00

FIRE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
22	High Piled Combustible Materials	\$ 690.00		High		\$ 725.00
23	Hot-Work Operations	\$ 445.00		High		\$ 467.00
24	Industrial Baking/Drying Oven	\$ 475.00		High		\$ 499.00
25	Liquid Gas Fueled Vehicles in Assembly Buildings	\$ 375.00		High		\$ 394.00
26	Liquefied Petroleum Gases > 5 gallons	\$ 375.00		High		\$ 394.00
27	Lithium Batteries	\$ 445.00		High		\$ 467.00
28	Lumber Yard	\$ 475.00		High		\$ 499.00
29	Magnesium Working	\$ 475.00		High		\$ 499.00
30	Miscellaneous Comb Material Storage	\$ 475.00		High		\$ 499.00
31	Motor Vehicle Fuel Dispensing Stations	\$ 445.00		High		\$ 467.00
32	Open Burning	\$ 195.00		High		\$ 205.00
33	Organic Coatings	\$ 475.00		High		\$ 499.00
34	Outdoor Assembly	\$ 780.00		High		\$ 819.00
35	Plant Extraction System	\$ 580.00		High		\$ 609.00
36	Pyrotechnical Special Effects Material	\$ 670.00		High		\$ 704.00
37	Refrigeration Equipment	\$ 475.00		High		\$ 499.00
38	Spraying/Dipping	\$ 475.00		High		\$ 499.00
39	Tent/Canopy/Temporary Air Supported Structure	\$ 475.00		High		\$ 499.00
40	Tire Storage	\$ 475.00		High		\$ 499.00
41	Wood Products	\$ 475.00		High		\$ 499.00

FIRE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	FIRE INSPECTION RATES					
42	Apartments	\$ 140.00		High		\$ 145.00
43	Business Occupancy	\$ 165.00		High		\$ 165.00
44	Business Restaurant Occupancy	\$ 195.00		High		\$ 205.00
45	CA Code of Reg.Title 19-Sprinkler System Certifications	\$ 85.00		High		\$ 89.00
46	Commercial Rental Occupancy	\$ 195.00		High		\$ 205.00
47	Covered Mall	\$ 985.00		High		\$ 1,034.00
48	Expedite/After hours Inspection (Fire Prevention Bureau)	\$ 555.00	per hour	High		\$ 583.00
49	Failure to obtain fire construction permit	Double Permit Fee		High		Double Permit Fee
50	Fire Code Compliance Inspection	\$ 215.00		High		\$ 226.00
51	High Rise Occupancy	\$ 985.00		High		\$ 1,034.00
52	Hospital Occupancy	\$ 3,030.00		High		\$ 3,182.00
53	Hotel or Motel Occupancy	\$ 405.00		High		\$ 425.00
54	Key Box	\$ 85.00		High		\$ 89.00
55	Manufacturing/Industrial Storage Occupancy	\$ 165.00		High		\$ 173.00
56	Mercantile Occupancy	\$ 165.00		High		\$ 173.00
57	Missed appointment	\$ 220.00		High		\$ 231.00
58	Occupancy Final Permit Inspection	\$ 155.00	per hour	High		\$ 163.00
59	Private School Occupancy	\$ 345.00		High		\$ 362.00
60	Public School Occupancy	\$ 555.00	per inspection	High		\$ 583.00
61	Re-inspections (Engine or Truck Company)	\$ 315.00	per hour	High		\$ 331.00
62	Re-inspections (Fire Prevention Bureau)	\$ 290.00		High		\$ 305.00
63	Weed Abatement	\$ 230.00		High		\$ 242.00

FIRE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	FIRE STANDBY & SERVICE RATES					
64	Building Evacuation	\$ 2,975.00		High		\$ 3,124.00
65	Chief Officer Standby	\$ 380.00	per hour	High		\$ 399.00
66	Commercial False Alarm Response	\$ 690.00		High	Fees applicable only during 3rd occurrence and subsequent response at the same address location	\$ 725.00
67	Elevator Rescue Service	\$ 595.00		High	Fees applicable only during 3rd occurrence and subsequent response at the same address location	\$ 625.00
68	Engine/Truck Company Standby	\$ 700.00	per hour	High		\$ 735.00
69	Fire Code Appeal	\$ 840.00		High		\$ 882.00
70	Fire Extinguisher Demonstration	\$ 305.00		High		\$ 320.00
71	Fire Standby (Fire Marshal)	\$ 260.00	per hour	High		\$ 273.00
72	Fire Standby (Fire Prevention Specialist)	\$ 180.00	per hour	High		\$ 189.00
73	Movie Detail/Special Event Fire Safety Officer Standby	\$ 215.00	per hour	High		\$ 226.00
74	ALS Ambulance Standby	\$ 535.00	per hour	High		\$ 562.00
75	BLS Ambulance Standby	\$ 165.00	per hour	High		\$ 173.00
76	Residential False Alarm	\$ 175.00		High		\$ 184.00
77	Roof Covering (1st response in a calendar year)	Free		High		Free
78	Roof Covering (2nd and subsequent responses within a calendar year)	\$ 1,305.00		High		\$ 1,370.00
79	Water Evac (1st response in calendar year)	Free		High		Free
80	Water Evac (2nd & subsequent responses within calendar yr)	\$ 645.00		High		\$ 677.00

FIRE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	PARAMEDIC SERVICES					
81	Dispatch fee	\$ 88.35	Each	High	Based on Verdugo per call Dispatch Fee	\$ 93.00
82	Electronic Patient Care Report (ePCR) processing fee	\$ 4.95	Each	High	Based on per call charged fee by Digital EMS to AFD	\$ 5.00
83	EMS Assessment Fee	\$ 485.00		High	Updated annually but not implemented	\$ 509.00
84	Paramedic Ambulance Service	LA County Rates + Pass Through Fees		High		LA County Rates + Pass Through Fees
	PLAN REVIEW					
85	Architectural Design Review	\$ 230.00		High		\$ 242.00
86	Expedite/OTC Plan Check	\$ 230.00		High		\$ 242.00
87	Flammable/Combustible Tank (Installation & Removal)	\$ 375.00		High		\$ 394.00
88	In-House Fire Department Plan Check	\$ 365.00	hour	High		\$ 383.00
89	New Construction (Commercial, Multi-Family or Industrial)	0.1% of the Project Valuation		High		0.1% of the Project Valuation
90	Tract Application	\$ 260.00		High		\$ 273.00
	ADMINISTRATIVE CITATIONS & FINES FOR VIOLATION OF THE FIRE CODE					
91	First Violation	\$ 125.00	Each	High	Per Uniform Fire Code, Not subject to CPI Adjustment	\$ 125.00
92	Second violation within 12 month period	\$ 250.00	Each	High	Per Uniform Fire Code, Not subject to CPI Adjustment	\$ 250.00
93	Third and subsequent violation within 12 month period	\$ 500.00	Each	High	Per Uniform Fire Code, Not subject to CPI Adjustment	\$ 500.00
94	Use, possession, storage, sale, or manufacturing of fireworks	\$ 2,500.00	Each	High	Per Uniform Fire Code, Not subject to CPI Adjustment	\$ 2,500.00
95	Delinquent fines	10% of amount due to City, or 10% of the amount of the fine remaining unpaid to the City If a portion of the fine amount was timely paid		High		10% of amount due to City, or 10% of the amount of the fine remaining unpaid to the City if a portion of the fine amount was timely paid
96	Interest	1/2 of 1% per month, pro rata		High		1/2 of 1% per month, pro rata

POLICE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
1	Vicious and Dangerous Dog Designation	\$ 152.00		High		\$ 160.00
2	Transfer Permit Fee	\$ 5.00		High		\$ 5.00
	Police Records					
3	ATM Safety Law	\$ 31.00	per request	Medium		\$ 33.00
4	Citation Verification (Equipment Violation) - Residents	\$ 13.00	per request	Medium		\$ 14.00
5	Citation Verification (Equipment Violation) - Non-residents	\$ 31.00	per request	High		\$ 33.00
6	Copies of Crime Reports	\$ 0.30	per page	Low	First 25 pages free	\$ 0.30
7	Fingerprinting - first card	\$ 13.00	per person	High		\$ 14.00
8	Fingerprinting - each additional card	\$ 13.00	per person	High		\$ 14.00
8	Livescan Fingerprinting (DOJ State Level)	\$ 32.00	per person	High	Per State of California DOJ	\$ 32.00
9	Livescan Fingerprinting (both DOJ State Level and FBI Federal Level)	\$ 52.00	per person	High		\$ 55.00
10	Microfilm Reproduction	\$ 37.00	first five pages	High	\$1.00 for each additional page thereafter.	\$ 39.00
11	Photograph Reproduction	\$ 1.20	per CD per person	Low	no limit to quantity of pictures as long as they fit on one CD, if storage capacity is exceeded then a second CD must be purchased	\$ 1.30
12	Repossession Administrative Fee	\$ 18.00		High		\$ 19.00
13	Special Reports or Research Fee (for video/audio reproduction; blank tapes provided by requester)	\$ 263.00	per hour	High	with one hour minimum, additional time charged at 15-minute increments	\$ 276.00
14	Local C.O.R.I. Letter	\$ 40.00	per request	High		\$ 42.00
15	Sex and Drug Registrants	\$ -		Low		\$ -
16	Police Shooting Range	Law Enforcement use only		Low		Law Enforcement use only
17	Civil Subpoena Duces Tecum	\$ 15.00		Low	Set by State Evidence Code Section 1563	\$ 15.00
18	Traffic Accident Report	\$ 40.00		High		\$ 42.00
19	Adult Business Performer License Annual Fee	\$ 263.00		High		\$ 276.00
20	Misdemeanor/Infraction Violation	Any person convicted of a misdemeanor under any provision of this Code shall be punishable by a fine of not more than \$1,000.00 or by imprisonment in the City				

POLICE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	Penalty for Infraction					
21	1st Violation	Not more than \$100		High		Not more than \$100
23	2nd Violation (of same provision within 1 year)	Not more than \$200		High		Not more than \$200
24	3rd and any Additional Violation (of same provision within 1 year)	Not more than \$500		High		Not more than \$500
25	Infraction regarding minors	Set by the court		High		Set by the court
	Police Towing Services (according to third-party contract with Jan's Towing)					
26	Regular Tow - Class A	\$ 293.62		High	*All rates are according to latest CHP rates	\$ 325.00
27	Medium Duty Tow - Class B	\$ 354.76		High		\$ 383.00
28	Heavy Duty Tow - Class C	\$ 519.73		High		\$ 541.00
29	Super Heavy Duty Tow - Class D	\$ 536.64		High		\$ 589.00
30	Motorcycle Tow	\$ 293.62		High		\$ 325.00
31	Regular Storage - Class A (inside)	\$ 73.45	day	High		\$ 81.00
32	Medium Storage - Class B (inside)	\$ 73.26	day	High		\$ 81.00
33	Heavy Storage - Class C (inside)	\$ 76.61	day	High		\$ 86.00
34	Heavy Duty Storage - Class D (inside)	\$ 78.00	day	High		\$ 87.00
35	Motorcycle Storage (inside)	\$ 81.61	day	High		\$ 81.00
36	Regular Storage - Class A (outside)	\$ 71.70	day	High		\$ 77.00
37	Medium Storage - Class B (outside)	\$ 75.15	day	High		\$ 80.00
38	Heavy Storage - Class C (outside)	\$ 81.43	day	High		\$ 87.00
39	Heavy Storage - Class D (outside)	\$ 81.61	day	High		\$ 87.00
40	Motorcycle Storage (outside)	\$ 71.70	day	High		\$ 77.00
41	Handicap Tow	\$ 293.62	day	High		\$ 325.00
42	Handicap Storage (Indoor)	\$ 73.45	day	High		\$ 81.00
43	Handicap Storage (outdoor)	\$ 71.70	day	High		\$ 77.00
	Disorderly Party Fee					
44	First Response	No fee		High		No fee
45	2nd or subsequent response	Special Assignment Fee (personnel and equipment costs, damage to City property, injuries to City personnel)		High		Special Assignment Fee (personnel and equipment costs, damage to City property, injuries to City personnel)

POLICE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	Parking Violations					
	Arcadia Municipal Code Violations					
46	10.1 No Stopping or Standing in Parkway	\$ 80.00		High		\$ 84.00
47	10.3 No Stopping or Parking	\$ 80.00		High		\$ 84.00
48	10.3(G) No Stopping or Parking (Street Sweeping)	\$ 80.00		High		\$ 84.00
49	10.4 Using Street Storage of Vehicle	\$ 122.00		High		\$ 128.00
50	10.6 Repairing or Greasing Vehicle on Street	\$ 80.00		High		\$ 84.00
51	10.7 Washing or Polishing Vehicle on Street	\$ 80.00		High		\$ 84.00
52	10.11 Unlawful Parking - Peddlers/Vendors	\$ 102.00		High		\$ 107.00
53	10.12 No Parking (Emergency Signs)	\$ 80.00		High		\$ 84.00
54	11.0 Green Curb (24 Minutes Only)	\$ 80.00		High		\$ 84.00
55	11.2 & 11.3 Overtime Parking (1 Hr. Zone and 2 Hr. Zone)	\$ 80.00		High		\$ 84.00
56	11.6 Park in Space Parking	\$ 80.00		High		\$ 84.00
57	11.9 Overnight Parking (2:30 a.m. to 5:30 a.m.)	\$ 80.00		High		\$ 84.00
58	11.9.1 Overnight Parking (Vehicle over 6,000 lbs.)	\$ 117.00		High		\$ 123.00
59	Temporary All Night Parking	\$ 5.00	per night	High		\$ 5.00
60	12.1 Park in Violation of Curb Markings (R Y W)	\$ 80.00		High		\$ 84.00
61	12.2 Load or Unload in Excess of 20 Minutes	\$ 80.00		High		\$ 84.00
62	12.3 Park in Loading Zone	\$ 80.00		High		\$ 84.00
63	12.4 Park in Passenger Loading Zone	\$ 80.00		High		\$ 84.00
64	12.5 Park in Alley	\$ 80.00		High		\$ 84.00
65	3240 Parking on Private Property	\$ 80.00		High		\$ 84.00
66	13.15 Parking Commercial Vehicle in Residential	\$ 246.00		High		\$ 258.00
67	13.16 Commercial Vehicle (truck route)	\$ 294.00		High		\$ 309.00
68	9402.6(o) Park on Lawn/Unpaved Surface	\$ 74.00		High		\$ 78.00

POLICE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	California Vehicle Code Violations					
69	21113a Parking on Public Grounds	\$ 80.00		High		\$ 84.00
70	22500a Parking Within an Intersection	\$ 80.00		High		\$ 84.00
71	22500b On a Crosswalk	\$ 80.00		High		\$ 84.00
72	22500e In Front of Public or Private Drive	\$ 80.00		High		\$ 84.00
73	22500f On a Sidewalk	\$ 80.00		High		\$ 84.00
74	22500h Double Parking	\$ 80.00		High		\$ 84.00
75	22500i Bus Zone	\$ 367.00		High		\$ 385.00
76	22500.1 Park in Fire Lane/Accessway	\$ 367.00		High		\$ 385.00
77	22502 Park over 18" from R/Curb (or Wrong Side)	\$ 80.00		High		\$ 84.00
78	22507.8 Handicapped Parking (First Offense Only)	\$ 489.00		High		\$ 513.00
79	22514 Fire Hydrant (Within 15 feet)	\$ 80.00		High		\$ 84.00
80	22522 Park Near Curb Access Ramp	\$ 367.00		High		\$ 385.00
81	22526 Blocking Intersection	\$ 128.00		High		\$ 134.00
82	5200(a) Improper Display of License Plates	\$ 80.00		High		\$ 84.00
83	5204(a) Improper Display of Tabs	\$ 80.00		High		\$ 84.00
	Public Safety Alarm Fees					
	False Security Alarm Fees					
84	First and second false security alarm in any consecutive 365 day period (MC Section - 3907)	No Cost Assessment		High		No Cost Assessment
85	Third false security alarm in any consecutive 365 day period (MC Section 3907b)	\$ 246.00	Assessment	High		\$ 258.00
86	Fourth false security alarm in any consecutive 365 day period (MC 3907c)	\$ 367.00	Assessment	High		\$ 385.00
87	Fifth and all subsequent false security alarms in any consecutive 365 day period (MC 3907d) (Resolution 7047, adopted 10-21-14)	\$ 489.00	Assessment	High		\$ 513.00
88	Each false security alarm which specifically signals a robbery or panic alarm regardless of any other crime in any 365 day period	\$ 246.00	Cost Assessment	High	Commencing with the 2nd false security alarm in any consecutive 365 period 3907e	\$ 258.00
89	Reactivation Fee	\$ 246.00		High		\$ 258.00

POLICE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	False Fire Alarm					
90	First and Second false Fire Alarm during the calendar year	No Cost Assessment		High		No Cost Assessment
91	Third and all subsequent false fire alarms during calendar year	Cost Assessment of \$320		High		Cost Assessment of \$320
92	Fifth and all subsequent false fire alarms during calendar year	Subject to Administrative Citations		High		Subject to Administrative Citations
	Vehicle Impound/Storage Fees					
93	Vehicle Impound/Storage Release Fee	\$ 208.00		High		\$ 218.00
94	Vehicle Impound/Storage Release Fee - Incident to Arrest Other than DUI	\$ 856.00		Medium		\$ 899.00
95	Vehicle Impound/Storage Release Fee with DUI	\$ 856.00		Medium		\$ 899.00
96	Massage Therapist Permit Application Fee	\$ 305.00		High		\$ 320.00
97	Massage Therapist Permit Renewal Fee	\$ 263.00		High		\$ 276.00
98	Movie Detail	Cost Varies		High		Cost Varies
	Miscellaneous Police Services					
99	Safekeeping of Firearms	\$150 for the first weapon \$50 for each additional weapon, and a \$2 per day per weapon storage free beyond the 30-day limit		High		\$150 for the first weapon \$50 for each additional weapon, and a \$2 per day per weapon storage free beyond the 30-day limit
100	Annual Overnight Parking Permit	\$ 152.00		High	Effective January 1, 2027	\$ 160.00
101	Annual Overnight Parking Permit Transfer Fee	\$ 5.00		High	Effective January 1, 2027	\$ 5.00
102	Altered Dogs	\$ 36.00		High		\$ 36.00
103	Unaltered Dogs	\$ 78.00		High		\$ 78.00
104	Altered Dogs - Senior rate	\$ 23.00		High		\$ 23.00
105	Unaltered Dogs - Senior rate	\$ 46.00		High		\$ 46.00
106	Pet Store/Groomer	\$ 125.00		High		\$ 125.00
107	Replacement Tags	\$ 25.00		High		\$ 25.00
108	Penalty Fee for late payments	\$ 30.00		High		\$ 30.00
109	Taxi Driver Permit Application	\$ 263.00		High		\$ 276.00
110	Solicitation Permit Application	\$ 165.00		High		\$ 173.00
111	Audio/Video Recording (on CD)	\$ 1.00		High		\$ 1.00
112	Concealed Carry Weapon License Application	\$ 389.00		High		\$ 389.00

POLICE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
113	Concealed Carry Weapon License Amendment	\$ 11.00		High		\$ 12.00
114	Concealed Carry Weapon License Renewal	\$ 28.00		High		\$ 29.00
115	Concealed Carry Weapon License Psychological Test	\$ 162.00		High		\$ 170.00

RECREATION AND COMMUNITY SERVICES

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	Classes and Activities					
1	Class Registration Administration Fee	\$ 6.00	each	Low		\$ 6.00
2	Refund Processing Fee for Cancellation of Activity	\$ 22.00	each	Low		\$ 22.00
	Youth Programs					
3	Kids Night Out	\$ 24.00	each	Low		\$ 24.00
4	Afterschool Sports Leagues	\$ 119.00	each	Low	*previously Intramural Basketball, Volleyball, and Football	\$ 119.00
5	Seasonal Camps	\$ 34.00	daily	Low	*previously Winter, Spring, Thanksgiving, and Teen Camps	\$ 34.00
6	Day Camp	\$ 174.00	weekly	Low		\$ 174.00
7	Sports Camp	\$ 174.00	weekly	Low		\$ 174.00
8	Fun N Play	\$ 59.00	weekly	Low		\$ 59.00
	Adult Programs					
9	Adult Basketball League	\$ 894.00	team	Low		\$ 894.00
10	Open Play Sports	\$ 44.00	quarterly	Low	*previously Badminton, Volleyball, Pickleball [no instructor]	\$ 44.00
	Wilderness Park Fees					
11	Overnight Youth Campouts (up to 50 people)	\$ 320.00	daily	Low		\$ 320.00
12	Overnight Youth Campouts (up to 100 people)	\$ 640.00	daily	Low		\$ 640.00
13	Security deposit	\$ 120.00	daily	Low		\$ 120.00
14	School Picnics	\$ 120.00	daily	Low		\$ 120.00
15	Groups (1-5)	\$ -	daily	Low		\$ -
16	Groups (6+)	\$ 32.00	daily	Low		\$ 32.00
	Various Parks					
17	Hourly Fee for Use of Synthetic Turf Fields	\$ 45.00	hourly	Low		\$ 50.00
18	Bonita Park Light Use	\$ 13.00	hourly	Low		\$ 25.00
19	City Hall Lawn	NEW		Low	(Depending on amenities used)	\$25 - \$150
20	Annual Security Deposit For Use of Concession Stands	\$ 300.00	annually	Low		\$ 300.00
21	Annual Security Deposit For Use of Athletic Fields	\$ 300.00	annually	Low		\$ 300.00
	Community Center Ballroom					
22	Priority 2: Full Ballroom (Under 150 people); City Retirement Events	\$ 300.00	flat	Low	6 hours maximum, including set up/breakdown	\$ 315.00
23	Priority 3: Full Ballroom (Capacity 300)	\$ 200.00	hourly	Low	2 hour minimum	\$ 210.00
24	Priority 3: 1/2 Ballroom (Capacity 150)	\$ 100.00	hourly	Low	2 hour minimum	\$ 105.00
25	Ballroom Security Deposit	\$ 350.00	daily	Low		\$ 350.00
	Small Meeting Rooms					
26	Community Center Dance Room, Craft Room, Billiards Room	\$ 70.00	hourly	Low	2 hour minimum	\$ 70.00
27	Museum Education Center Rentals	\$ 70.00	hourly	Low	2 hour minimum	\$ 70.00
28	Council Chambers Room Facility Rental	\$ 70.00	hourly	Low	2 hour minimum	\$ 70.00
29	Small Meeting Room Security Deposit	\$ 120.00	daily	Low		\$ 120.00
	Custodial Care of Children - Late Fees					
30	5 minutes	\$ -	each	Low		\$ -
31	6 - 15 minutes	\$ 20.00	each	Low		\$ 20.00
32	16 - 30 minutes	\$ 30.00	each	Low		\$ 30.00
33	31-45 minutes	\$ 40.00	each	Low		\$ 40.00
34	46-60 minutes	\$ 50.00	each	Low	\$10 additional charge for each 5 minutes after	\$ 50.00

2026 Labor Cost Increase

5.02%

RECREATION AND COMMUNITY SERVICES

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
35	Extended Care AM	\$ 25.00	daily	Low		\$ 25.00
36	Extended Care PM	\$ 25.00	daily	Low		\$ 25.00
37	Extended Care AM&PM	\$ 50.00	daily	Low		\$ 50.00

LIBRARY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	Library Fees					
	Overdue Library Materials					
1	Per day, per item	\$ 0.25		Low		\$ 0.25
2	Maximum fine, per item	\$ 10.50		Low		\$ 11.00
3	Referral fee to collection agency per item	\$ 15.00		Low		\$ 16.00
	Items Lost or Damaged Beyond Repair					
4	Replacement	Cost of Items		Low		Cost of Items
5	Processing Charge (paperback)	\$ 5.00		Low		\$ 5.00
6	Processing Charge (all other materials)	\$ 5.00		Low		\$ 5.00
	Chargers					
7	Chromebook	\$ 40.00		Low		\$ 42.00
8	Launchpad/Playaway View	\$ 10.00		Low		\$ 11.00
	New: Missing Labels					
9	Barcodes, per item	\$ 1.00		Low		\$ 1.00
10	RFID Tags, per item	\$ 1.00		Low		\$ 1.00
	Book Reserve					
11	Adult materials	Free		Low		Free
12	Children's materials	Free		Low		Free
13	Interlibrary Loan Requests: Each request (plus postage and other fees added by)	\$ 5.00		Low		\$ 5.00
	Photocopies					
14	Photocopies (first 25 pages)	Free		Low		Free
15	Photocopies (26th and subsequent pages)	\$ 0.15	per page	Low		\$ 0.15
16	Historical Materials for Private or Not for Profit Use	\$ 20.00		Low		\$ 21.00
17	Historical Materials, commercial use, public display, publication	\$ 50.00		Low		\$ 53.00
	Library Card					
18	Replacement fee for lost card	\$ 2.00		Low		\$ 2.00
	Library Meeting Room Reservations					
	Cay Mortenson Auditorium					
19	Per Hour Rental Fee (2 hour minimum)	\$ 133.00		Low		\$ 140.00
20	Auditorium Security Deposit (refundable)	\$ 159.00		Low		\$ 167.00
21	Cleaning Fee per use when food is served	\$ 53.00		Low		\$ 56.00
22	Auditorium Piano Rental Use Fee	\$ 53.00		Low		\$ 56.00
23	Internet Computer Use Guest Pass	Free		Low		Free
	Museum Patio					
24	Per Hour (2 hour minimum)	\$ 45.50		Low		\$ 48.00
	Passport Services					
25	Passport Fee	\$ 35.00		Low		\$ 37.00
26	Photo Fee	\$ 15.00		Low		\$ 16.00
27	Express Mail	\$ 32.00		Low		\$ 34.00
	Class Fees					
28	English Conversation Fee	\$ -	yr/student	Low		\$ -
29	Per Hour Rental Fee Imagination Theater (1 hour min.)	\$ 58.00	per hour	Low		\$ 61.00
30	Security Deposit (refundable)	\$ 58.00		Low		\$ 61.00



CITY OF ARCADIA

STAFF REPORT

ADMINISTRATIVE SERVICES DEPARTMENT

DATE: April 21, 2026

TO: Honorable Mayor and City Council

FROM: Henry Chen, Administrative Services Director

SUBJECT: RESOLUTION NO. 7684 ESTABLISHING AND ADJUSTING VARIOUS FEES FOR CITY SERVICES
CEQA: Not a Project
Recommendation: Adopt

SUMMARY

On July 21, 2020, the City Council approved a User Fee Cost Recovery Level Policy (User Fee Policy), establishing recommended guidance for cost recovery levels and the frequency of updates. The policy states that the User Fee Schedule will be adjusted annually by the greater of general increases to total labor costs or the Consumer Price Index for the Los Angeles Urban Wage Earners and Clerical Workers ("CPI-W"), in order to ensure that fee rates and cost recovery levels are maintained over time.

Staff calculated the proposed adjustments based on the overall increase in total labor costs and subsequently reviewed the updated fees with each department. Departments made select modifications to reflect operational concerns, market conditions, and other policy considerations. In addition, certain City fees are tied to rates established by external agencies, and updates from those agencies have been incorporated into the proposed fee schedule.

The proposed resolution would add one new fee, increase 585 fees, reduce two fees, and leave 166 fees unchanged. Upon implementation, the fees would increase revenues Citywide by approximately \$225,000 annually. It is recommended that the City Council conduct a public hearing and adopt Resolution No. 7684 to adjust user fees for the City of Arcadia.

BACKGROUND

The City's Citizens Financial Advisory Committee ("CFAC") recommended that Arcadia retain consultant services to assist in preparing a detailed cost analysis of the City's productive hourly rates and user fees; and to adopt a User Fee Policy to provide guidance on the appropriate levels of cost recovery for fee-based activities. The objective was to ensure that the City is fully accounting for the costs and recovering adequate fees for providing those services. The City hired Willdan Financial Services ("Willdan") to prepare an updated user fee schedule. Willdan's focus was to ensure that the City is utilizing comprehensive overhead rates and accurately accounting for the true cost of providing various programs and services. Their report identified the recommended charges for City services and the recommended level of cost recovery, as determined through discussion with City staff and the City's User Fee Policy, adopted on July 21, 2020.

The User Fee Policy provides guidance on the appropriate levels of cost recovery for fee-based activities. This policy served as a general framework for developing specific user fee recommendations. The philosophy behind the policy and recommended cost recovery level policies are provided below:

1. **Communitywide vs. Private Benefit:** The use of taxpayer dollars is appropriate for services that benefit the community such as Police Patrol services. When the service or program provides a benefit to specific individuals or groups such as the issuance of building permits, it is common for the individual(s) receiving that benefit to pay for the full cost of that service.
2. **Service Recipient vs. Service Driver:** The concept of the service recipient vs. service driver is particularly important for regulated activities such as development review and public issued permits. Although the community primarily benefits, 100% cost recovery from the "driver" of the need for service is appropriate such as a building permit or Fire Code occupancy permit.
3. **Consistency with City Goals and Policies:** City policies and City Council goals related to the community's quality of life may also be factors in setting cost recovery levels. For example, fee levels can be set to promote healthy habits, facilitate environmental stewardship (e.g., encouraging solar panel installations), or discourage certain actions (e.g., false alarms).

4. **Elasticity of Demand for Services:** The level of cost recovery can affect the demand for services. A higher level of cost recovery could ensure the City provides services such as recreational classes or summer camps for children and youth, without over-stimulating the market with artificially low prices. Such low prices, which reflect a high General Fund subsidy, may attract participants from other cities or crowd out private options for the same service. However, high-cost recovery levels could negatively impact the demand for such services to low-income individuals, children, or seniors.

5. **Availability of Services from the Private Sector:** High-cost recovery levels are generally sought in situations where the service is available from other sources to preserve taxpayer funds for core City services. Conversely, services that are not available from other sources and are typically unavoidable and primary governmental services typically have low or zero cost recovery levels.

The table below categorizes cost recovery levels into three general ranges: High (70.1% to 100%), Medium (30.1% to 70%), and Low (0% to 30%). These groupings are intended to serve as policy guidance rather than strict thresholds. Overall, the proposed fees in this study are generally consistent with these ranges.

COST RECOVERY LEVELS	COST RECOVERY PERCENTAGE RANGE	POLICY CONSIDERATIONS	FEE EXAMPLES
HIGH	70.1% - 100%	- Individual users or participants receive most or all the benefit of the service. - Other private or public sector alternatives provide the service. - The use of the service is specifically discouraged. - The service is regulatory in nature	Business Licenses & Permits Building & Planning Fees Attorney Fees Fire Code Fees Street Fees

COST RECOVERY LEVELS	COST RECOVERY PERCENTAGE RANGE	POLICY CONSIDERATIONS	FEE EXAMPLES
MEDIUM	30.1% - 70%	Services having factors associated with the Low and High-cost recovery levels	Parking Fees Paramedic Membership Weed Abatement
LOW	0% - 30%	- No intended relationship between the amount paid and the benefit received. - Fee collection would not be cost effective and/or would discourage compliance with regulatory requirements. - No intent to limit the use of the service. - Public at large benefits even if they are not the direct users of the service. - Affordability of service to low-income residents/seniors	Recreation Fees (Classes) Library Fees (Programs) Facility Rentals

DISCUSSION

For Fiscal Year 2026–27, staff used the prior year’s fee schedule as a baseline and, consistent with the City’s User Fee Policy, applied an adjustment reflecting the overall increase in labor costs. Based on current labor agreements, labor costs are projected to rise by 5% in the upcoming fiscal year, and this factor was used to calculate the proposed fee adjustments. The resulting fees were then distributed to each department for review. Following departmental evaluation, certain fees were further refined to account for market conditions, service demand, and other policy considerations.

The proposed resolution would add one new fee, increase 585 fees, reduce two fees, and leave 166 fees unchanged.

A new fee being proposed is for the Public Works Services Department for the reinspection of a standpipe installation, which is used by developers to access water during construction. The new fee would more accurately reflect the costs of providing this service than other fees that were on the schedule already.

The proposed fee schedule also includes nine fees related to fire hydrant service for construction, outside city service, and private usage for the Public Works Services Department. These fees were previously approved by the City Council but not formally incorporated into the City's fee schedule. Including these previously adopted fees into the fee schedule will ensure periodic review and reduce confusion for staff and the public in the future.

It is recommended that the City Council conduct a public hearing and adopt Resolution No. 7684, establishing and adjusting various fees for the City of Arcadia. Following implementation, the new fee schedule would increase revenues by approximately \$225,000 annually.

PUBLIC COMMENTS/NOTICE

Consideration of Resolution No. 7684 requires a public hearing, which, per Resolution No. 7684, was noticed to the public by posting at the City Council Chambers, City Clerk's Office, the Public Library, and the City's website, beginning on April 10, 2026. As of the time this report was prepared, no comments have been received.

ENVIRONMENTAL ANALYSIS

The proposed action does not constitute a project under the California Environmental Quality Act ("CEQA"), and it can be seen with certainty that it will have no impact on the environment.

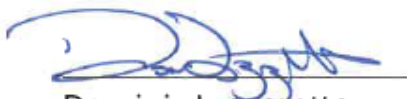
FISCAL IMPACT

Projecting the fiscal impact of revised fees is inherently challenging due to the demand-driven nature of many services, which can vary significantly from year to year. However, staff have prepared an estimate based on the proposed percentage adjustments across key fee categories. Based on this analysis, the fee changes are anticipated to generate approximately \$225,000 in additional annual revenue. The updated fees will be incorporated into the proposed Fiscal Year 2026–27 budget, and are scheduled to take effect on July 1, 2026

RECOMMENDATION

It is recommended that the City Council find that the proposed action does not constitute a project under the California Environmental Quality Act ("CEQA"); and adopt Resolution No. 7684 establishing and adjusting various fees for City services.

Approved:



Dominic Lazzaretto
City Manager

Attachment: Resolution 7684 (includes updated User Fee Schedule as Exhibit "A" to the Resolution)