

**CITY COUNCIL OF MONTEREY PARK
THE CITY COUNCIL ACTING ON BEHALF OF THE SUCCESSOR AGENCY OF THE FORMER
REDEVELOPMENT AGENCY, THE HOUSING AUTHORITY, THE MONTEREY PARK FINANCING
AUTHORITY AND THE MONTEREY PARK GEOLOGIC HAZARD ABATEMENT DISTRICT
AGENDA**

**REGULAR CITY COUNCIL MEETING
MONTEREY PARK CITY HALL COUNCIL CHAMBERS
320 W. NEWMARK AVENUE, MONTEREY PARK, CA 91754**

**Wednesday
August 2, 2023
6:30 p.m.**

MISSION STATEMENT

The mission of the City of Monterey Park is to provide excellent services
to enhance the quality of life for our entire community.

LAND ACKNOWLEDGMENT

We would like to acknowledge that the land we inhabit today was once known as
Tovangaar, the home of the Gabrieleño-Tongva people. We show our respect to the
Gabrieleño-Tongva people, as well as all Indigenous people, past, present, and future,
and honor their labor as original caretakers of this land. We commit to uplifting the
Gabrieleño-Tongva people, invite you to acknowledge the history, and join us in caring
for this land.

GENERAL INFORMATION

Documents related to an Agenda item are available to the public in the City Clerk's Office located at 320 West Newmark Avenue, Monterey Park, CA 91754, during normal business hours and the City's website at <http://www.montereypark.ca.gov/AgendaCenter/City-Council-17>.

The public may watch the meeting live on the city's cable channel MPKTV (AT&T U-verse, channel 99 or Charter Communications, channel 182) or by visiting the city's website at <http://www.montereypark.ca.gov/133/City-Council-Meeting-Videos>.

PUBLIC PARTICIPATION

You may speak up to 5 minutes on Agenda item. You may combine up to 2 minutes of time with another person's speaking. No person may speak more than a total of 10 minutes. The Mayor and City Council may change the amount of time allowed for speakers. Written Communication will be accepted up to 24 hours before the meeting via email to mpclerk@montereypark.ca.gov.

Per the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call City Hall at (626) 307-1359 for reasonable accommodation at least 24 hours before a meeting. Council Chambers are wheelchair accessible.

CALL TO ORDER	Mayor
FLAG SALUTE	The Monterey Park Fire Explorers
ROLL CALL	Henry Lo, Vinh Ngo, Jose Sanchez, Thomas Wong, Yvonne Yiu

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

PUBLIC COMMUNICATIONS:

While all comments are welcome, the Brown Act does not allow the City Council to take action on any item not on the agenda. The Council may briefly respond to comments after Public Communications is closed. Persons may, in addition to any other matter within the City Council's subject-matter jurisdiction, comment on Agenda Items at this time. If you provide public comment on a specific Agenda item at this time, however, you cannot later provide comments at the time the Agenda Item is considered.

STAFF COMMUNICATIONS:

- Library
- Public Works
- Recreation and Community Services

[1.] PRESENTATION

1-A. MONTEREY PARK COMMUNITY HEALING FUND UPDATE

[2.] OLD BUSINESS – None.

[3.] CONSENT CALENDAR ITEM NOS. 3A-3F

All items under the Consent Calendar are considered by the City Council to be routine and will be enacted by one motion. Specific items may be removed from the Consent Calendar at the request of any member of the City Council for separate consideration.

3-A. WAIVE FURTHER READING AND ADOPT AN ORDINANCE ADDING CHAPTER 21.55 ENTITLED “FIREARM PROTECTION ZONE” TO THE MONTEREY PARK MUNICIPAL CODE

It is recommended that the City Council consider:

- (1) Waiving the second reading and adopting the proposed ordinance; and
- (2) Taking such additional, related, action that may be desirable.

3-B. CONSIDERATION AND POSSIBLE ACTION TO ADOPT TWO SEPARATE RESOLUTIONS APPROVING MEMORANDUMS OF UNDERSTANDING BETWEEN (1) THE CITY AND THE MONTEREY POLICE OFFICERS’ MID-MANAGEMENT ASSOCIATION AND (2) THE CITY AND THE MONTEREY PARK POLICE CAPTAINS’ ASSOCIATION, BOTH FOR THE TERM OF JULY 1, 2023 TO JUNE 30, 2025

It is recommended that the City Council consider:

- (1) Adopt a Resolution approving a Memorandum of Understanding (“MOU”) between the City of Monterey Park and the Monterey Park Police Officers’ Mid-Management Association (“MPPOMMA”); and
- (2) Adopt a Resolution approving a Memorandum of Understanding (MOU) between the City of Monterey Park and the Monterey Park Police Captains’ Association (“PCA”);
- (3) Taking such additional, related, action that may be desirable.

3-C. CALIFORNIA LIBRARY LITERACY SERVICES (CLLS) ENGLISH AS A SECOND LANGUAGE (ESL) GRANT FISCAL YEAR 2023/2024

It is recommended that the City Council consider:

- (1) Accepting \$34,976 in California Library Literacy Services grant funding for Library English as a Second Language Programming;
- (2) Appropriating the \$34,976 funding into the 2023-24 Fiscal Year budget; and
- (3) Taking such additional, related, action that may be desirable.

3-D. IDENTIFYING A TAX RATE FOR COLLECTING VOTER AUTHORIZED PROPERTY TAXES FOR EMPLOYEE RETIREMENT BENEFITS BASED ON THE ASSESSED VALUATION ESTABLISHED BY THE COUNTY ASSESSOR'S OFFICE

It is recommended that the City Council consider:

- (1) Adopting a Resolution identifying the amount of tax revenue required to fulfill the voters' intent in funding the City's retirement system; and
- (2) Taking such additional, related, action that may be desirable.

3-E. THIRD AMENDMENT TO AGREEMENT 2260-A WITH THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS FOR PARTICIPATION IN ITS REGIONAL FOOD RECOVERY PROGRAM

It is recommended that the City Council consider:

- (1) Authorizing the Interim City Manager to execute a Third Amendment to Agreement No. 2260-A with the San Gabriel Valley Council of Governments, in a form approved by the City Attorney, for the Regional Food Recovery Program for a not-to-exceed amount of \$159,911;
- (2) Appropriating \$51,332.62 from the SB1383 grant fund to the FY 23-24 budget; and
- (3) Taking such additional, related, action that may be desirable.

3-F. AWARD OF PROFESSIONAL SERVICES AGREEMENT TO ADVANTEC CONSULTING ENGINEERS, INC. FOR THE PREPARATION OF PHASE 1 OF THE CITY OF MONTEREY PARK'S ADAPTIVE TRAFFIC/TRAFFIC RESPONSIVE CONTROL SYSTEMS PROJECT

It is recommended that the City Council consider:

- (1) Authorizing the Interim City Manager to execute a Professional Services agreement with Advantec Consulting Engineers, Inc., in a form approved by the City Attorney, to prepare Phase 1 of the City of Monterey Park's Adaptive Traffic/Traffic Responsive Control Systems project in an amount not to exceed \$182,778; and
- (2) Taking such additional, related, action that may be desirable.

[4.] PUBLIC HEARING

4-A. CONSIDERATION OF COSTS RESULTING FROM ABATING WEED NUISANCES AND AUTHORIZING COLLECTION VIA SPECIAL ASSESSMENT

It is recommended that the City Council consider:

- (1) Opening the public hearing, receiving public comment, closing the public hearing;
- (2) Adopting the attached Resolution approving the Weed Abatement Clearance Charge List and authorizing collection of such costs through special assessment; and/or
- (3) Taking such additional, related, action that may be desirable.

[5.] NEW BUSINESS – None.

[6.] CITY COMMUNICATIONS (CITY COUNCIL)

[7.] FUTURE AGENDA ITEMS

[8.] CLOSED SESSION (IF REQUIRED; CITY ATTORNEY TO ANNOUNCE)

ADJOURN



City Council Staff Report

DATE: August 2, 2023

AGENDA ITEM NO: Consent Calendar - 3A

TO: The Honorable Mayor and City Council
FROM: Justin A. Tamayo, Deputy City Attorney
SUBJECT: Waive further reading and adopt an Ordinance adding Chapter 21.55 entitled "Firearm Protection Zone" to the Monterey Park Municipal Code.

RECOMMENDATION:

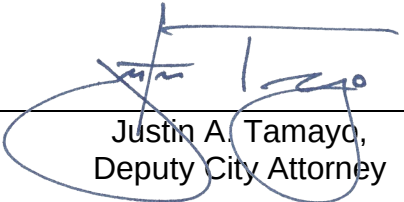
It is recommended that the City Council consider:

1. Waiving the second reading and adopting the proposed ordinance; and
2. Taking such additional, related, action that may be desirable.

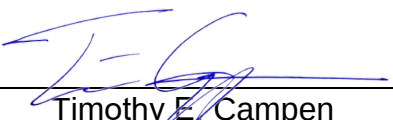
EXECUTIVE SUMMARY:

The Ordinance was introduced and received first reading at the July 19, 2023, City Council meeting. The staff report is attached for reference. Second reading and adoption of the Ordinance is recommended. If adopted, the ordinance will take effect in 30 days.

Respectfully prepared and submitted
by:


Justin A. Tamayo,
Deputy City Attorney

Reviewed and Approved by:


Timothy E. Campen
Assistant City Attorney

ATTACHMENTS:

1. Draft Ordinance
2. July 19, 2023, City Council staff report (without attachments)

ATTACHMENT 1

Ordinance

ORDINANCE NO.

AN ORDINANCE ADDING CHAPTER 21.55 ENTITLED “FIREARM PROTECTION ZONE” TO THE MONTEREY PARK MUNICIPAL CODE

The City Council for the City of Monterey Park does ordain as follows:

SECTION 1: *Findings.* The City Council finds as follows:

- A. On January 21, 2023, 11 people were murdered and nine were severely injured as the result of a shooting spree by an individual using a modified firearm that may be classified as an assault weapon.
- B. For this Ordinance, the City Council identifies a mass casualty incident (“MCI”) as one occurring in a relatively public place, involving four or more deaths – not including the shooter(s) – and shooters who select victims somewhat indiscriminately. The violence in these cases is not a means to an end – the shooters do not pursue criminal profit or kill in the name of terrorist ideologies (see “Public Mass Shootings in the United States: Selected Implications for Federal Public Health and Safety Policy,” Congressional Research Service, April 16, 2013, pp.2-3).
- C. The City Council recognizes that the regulation of firearms is controversial. It cannot ignore, however, that the United States has less than 5% of the world’s population but 46% of the world’s civilian-owned guns (see, e.g., “U.S. Gun Policy: Global Comparisons,” Masters, Jonathan, Council on Foreign Relations, June 10, 2022). It ranks number one in firearms per capita (*Id.*) The United States also has the highest homicide-by-firearm rate of the world’s most-developed nations (*Id.*). Consequently, this matter is a national and regional health concern that requires immediate, realistic, and practical responses.
- D. Since the beginning of 2023, there have been more than 100 MCIs in the United States including the one in our community on January 21, 2023.
- E. According to the Centers for Disease Control and Prevention (“CDC”), there were 45,222 firearm-related deaths in the United States in 2020. That equates to approximately 124 people dying from a firearm-related injury each day. More than half of firearm-related deaths were suicides and more than 4 out of every 10 were firearm homicides (see “Fast Facts: Firearm Violence Prevention,” Centers for Disease Control and Prevention, May 4, 2022).
- F. Studies demonstrate that child-access prevention (“CAP”) laws reduce

unintentional firearm injuries and deaths among children (see, e.g., www.rand.org/research/gun-policy/analysis/child-access-prevention/unintentional-injuries.html; updated January 10, 2023). Additionally, studies that examined effects on young adults or adults provide limited evidence that these laws may reduce unintentional firearm injuries and deaths among adults as well.

- G. It is vital that the City Council act to the greatest extent possible to protect this community from violence resulting from firearms. While the City of Monterey Park's ability to regulate firearms may be limited, it is empowered by the California Constitution to enact laws to protect public health and safety. Accordingly, this Ordinance is adopted in accordance with the City's police powers as enshrined in Article XI, § 7 of the California Constitution.
- H. In verifying the City's ability to enact the regulations adopted by this Ordinance, the City Council takes note of *Suter v. City of Lafayette* (1997) 57 Cal.App.4th 1109 (zoning ordinance confining firearms dealership to commercially zoned areas upheld).
- I. On May 17, 2023, the Planning Commission considered a proposed Ordinance that was drafted in accordance with Resolution No. 2023-R15, adopted March 1, 2023 by the City Council.
- J. Section 3(A) of that Resolution directed the City Manager and City Attorney to draft an ordinance substantially similar to that proposed to the Los Angeles County Board of Supervisors on February 7, 2023.
- K. If adopted, the Ordinance would add a new Chapter to the Monterey Park Municipal Code ("MPMC") regulating firearms dealers within the City's jurisdiction. Most importantly, the Ordinance would create a Firearm Health Protection Zone to separate firearms dealers from certain sensitive receptors, e.g., residences and schools.
- L. The City reviewed the Ordinance pursuant to the California Environmental Quality Act (Public Resources Code §§ 21000, et seq., "CEQA") and the regulations promulgated thereunder (14 Cal. Code of Regulations §§15000, et seq., the "CEQA Guidelines"). CEQA and the CEQA Guidelines are collectively referred to as "CEQA Regulations."
- M. Notice of Public a Hearing before the City Council was duly given and published in the time, form, and manner as required by law; and

- N. On July 19, 2023, the City Council considered this Ordinance. Its findings are made based on the entire administrative record including testimony and evidence presented to the Planning Commission on June 27, 2023, and to the City Council at its July 19, 2023 public hearing, including, without limitation, the staff report submitted by the Community Development Director.

SECTION 2: *Factual Findings and Conclusions.* The City Council finds as follows:

- A. The proposed amendments to the Monterey Park Municipal Code (“MPMC”) are consistent with the goals, policies and objectives of the General Plan including, without limitation, Land Use Policy 3.1: “Maintain the quality ad character of residential neighborhoods”; Land Use Policy 5.2: “Facilitate safe, convenient, and affordable access to basic services and community-based amenities”; and Land Use Policy 7.3: “Protect neighborhoods from the encroachment of incompatible activities or land uses that may have a negative impact on the residential living environment.”
- B. Among other things, the proposed regulations would prohibit firearm sales within 1000 feet of sensitive receptors which facilitates a safe community, thereby preserving the City’s character. The regulations continue to permit firearm dealers, but confines the use to zones where it will not encroachment upon sensitive receptors or otherwise pose a danger to public health, safety, and general welfare.
- C. These regulations will not adversely affect surrounding properties. Such regulations will operate citywide and will not affect a change in the use or the intensity of use of property in any zone.
- D. These regulations promote public health, safety, and general welfare and serve the goals and purposes of the MPMC’s zoning regulations. The proposed regulations ensure that firearm dealership uses do not encroach into sensitive areas and make the community more secure while continuing to allow for a range of commercial services to meet the needs of the community. A review of the City’s records shows that there are two existing firearms dealers located within its jurisdiction.
- E. Both firearms dealers are located outside the health protection zone established by this ordinance.
- F. The City’s records do not show there are any pending applications for establishing a new firearms dealer within the City’s jurisdiction.

SECTION 3: *Environmental Assessment.* The City reviewed the environmental impacts of this Ordinance under the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.* “CEQA”) and the regulations promulgated thereunder (14 Cal. Code of Regs. §§ 15000, *et seq.*, the “CEQA Guidelines”). An Initial Study of Environmental Impacts and Negative Declaration (“ND”) were prepared pursuant to CEQA Guidelines § 15063. The public comment period on the ND was from May 1, 2023 to May 21, 2023.

SECTION 4: *Notice of Determination.* The City Manager, or designee, is directed to file a notice of determination in accordance with CEQA §§ 21152, 21167(f); CEQA Guidelines § 15094; and any other applicable law.

SECTION 5: *Health Protection Zone.* A new Chapter 21.55 is added to the MPMC to read as follows:

“Chapter 21.55

Firearm Health Protection Zone

21.55 010. PURPOSE.

This chapter is adopted in accordance with Article XI, § 7 of the California Constitution for the purpose of protecting the most vulnerable members of the public from death or serious bodily injury resulting from use of a firearm.

21.55 020. DEFINITIONS.

Unless the contrary is stated or clearly appears from the context, the following definitions will govern the construction of the words and phrases used in this chapter:

- A. “Area” means surface area, and all measurement of distances is on the surface of the land.
- B. “Health protection zone” means the area within 1,000 feet of a sensitive receptor. The measurement must be made from the property line of the receptor unless the receptor building is more than 50 feet set back from the property line, in which case the measurement is made from the outline of the building footprint to 1,000 feet in all directions.
- C. “Firearms Dealer” means “gunsmith” or “armorer,” as defined by this

code, and has the same meaning as Penal Code § 26700.

D. “Sensitive receptor” means any of the following:

1. A residence, including a private home, condominium, apartment, and living quarter.
2. An education resource, including a preschool, school maintaining transitional kindergarten, kindergarten, or any of grades 1 to 12, inclusive, daycare center, park, playground, university, and college. A park is an education resource if it is an area that is open to the public for outdoor recreation that is at least partially within one-quarter mile of a residence or another education resource. Only the portion of a park that is within one-quarter mile of a residence or another education resource is considered a sensitive receptor.
3. A community resource center, including a youth center.
4. A health care facility, including a hospital, retirement home, and nursing home.
5. Live-in housing, including a long-term care hospital, hospice, prison, detention center, and dormitory.

21.55 030. Measuring Distances.

- A. For the purposes of this Chapter, distances are measured in feet as horizontal distance.
- B. When distance from a sensitive receptor is measured from the property line, the measurement is from the property line directly between the sensitive receptor and the firearms dealer and from the point on the property line that is nearest to the firearms dealer.

21.55 040. Health Protection Zone Established.

Health protection zones are established between sensitive receptors and firearms dealers. It is unlawful for any firearms dealers to be located within a health protection zone. The City Attorney is authorized to take any enforcement actions needed to enforce this prohibition in accordance with Title 4 of this code including, without limitation, seeking judicial intervention without additional city council authorization.

21.55 050. Conditional Use Permit Required.

A firearms dealer use may be approved within the Shopping Center Zone (S-C) upon being issued a conditional use permit by the Planning Agency in accordance with this Title.”

SECTION 6: *Construction.* This Ordinance must be broadly construed to achieve the purposes stated in this Ordinance. It is the City Council's intent that the provisions of this Ordinance be interpreted or implemented by the City and others in a manner that facilitates the purposes set forth in this Ordinance.

SECTION 7: *Enforceability.* Repeal of any provision of the Monterey Park Municipal Code does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before this Ordinance's effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 8: *Limitations.* The City Council's analysis and evaluation of the project is based on the best information currently available. It is inevitable that in evaluating a project that absolute and perfect knowledge of all possible aspects of the project will not exist. One of the major limitations on analysis of the project is the City Council's lack of knowledge of future events. In all instances, best efforts have been made to form accurate assumptions. Somewhat related to this are the limitations on the City's ability to solve what are in effect regional, state, and national problems and issues. The City must work within the political framework within which it exists and with the limitations inherent in that framework.

SECTION 9: *Severability.* If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.

SECTION 10: *Electronic Signatures.* This Resolution may be executed with electronic signatures in accordance with Government Code §16.5. Such electronic signatures will be treated in all respects as having the same effect as an original signature.

SECTION 11: *Publications.* The City Clerk is directed to certify the passage and adoption of this Ordinance; make a note of the passage and adoption in the records of this meeting; and, within 15 days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 12: *Recording.* The City Clerk is directed to certify the passage and adoption of this Ordinance, cause it to be entered into the City of Monterey Park's book of original ordinances, make a note of the passage and adoption in the records of this meeting, and, within fifteen days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 13: *Effective Date.* This Ordinance becomes effective on the 30th day following its passage and adoption.

ORDINANCE NO. ____ HAD ITS FIRST READING ON JULY 19, 2023, ITS SECOND READING ON AUGUST 2, 2023, AND WAS DULY PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF MONTEREY PARK AT ITS REGULAR MEETING OF _____.

Jose Sanchez, Mayor

ATTEST:

Maychelle Yee, City Clerk

APPROVED AS TO FORM:
KARL H. BERGER, CITY ATTORNEY

Tim E. Campen, Assistant City Attorney

ATTACHMENT 2
July 19, 2023 City Council Staff Report (without
attachments)



City Council Staff Report

DATE: July 19, 2023

AGENDA ITEM NO: Public Hearing - 4A

TO: The Honorable Mayor and City Council
FROM: Justin A. Tamayo, Deputy City Attorney
SUBJECT: Consideration and possible action to introduce an Ordinance adding Chapter 21.55 entitled "Firearm Health Protection Zone" to the Monterey Park Municipal Code

RECOMMENDATION:

It is recommended that the City Council consider:

1. Opening a public hearing and taking testimonial and documentary evidence;
2. After receiving verbal and written testimony, close the public hearing;
3. After closing the public hearing and considering the evidence, adopt an urgency ordinance implementing the "Firearm Health Protection Zone" immediately upon a 4/5s vote;
4. After closing the public hearing and considering the evidence submitted during that public hearing, introduce and waive first reading of Ordinance No. _____ adding Chapter 21.55 entitled "Firearm Health Protection Zone" to the Monterey Park Municipal Code;
5. Taking such additional, related action that may be desirable.

EXECUTIVE SUMMARY:

This Ordinance was drafted in accordance with Section 3(A) of City Council Resolution No. 2023-R15, adopted March 1, 2023. That Section directed the City Manager and City Attorney to draft an ordinance substantially similar to that proposed to the Los Angeles County Board of Supervisors on February 7, 2023. If adopted, this Ordinance would add a new Chapter to the Monterey Park Municipal Code ("MPMC") regulating firearms dealers within the City's jurisdiction. Specifically, the Ordinance will create a Firearm Health Protection Zone separating firearms dealers from sensitive receptors, such as residences and schools.

TYPE OF ACTION (LEGISLATIVE; QUASI-JUDICIAL; OR ADVISORY)

Legislative: The recommended action involves a zoning code text amendment creating a Health Protection Zone. In considering such actions, the City Council acts in its discretionary legislative capacity (formulating rules that apply to all future uses). For a zoning code text amendment, the City Council must make these findings (MPMC 21.38.050):

- That the proposed amendment is consistent with the goals, policies, and objectives of the General Plan;
- That the proposed amendment will not adversely affect surrounding properties; and
- That the proposed amendment promotes public health, safety, and general welfare and serves the goals and purposes of the Zoning Code.

ENVIRONMENTAL ASSESSMENT:

The City reviewed the environmental impacts of this Ordinance under the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.* “CEQA”) and the regulations promulgated thereunder (14 Cal. Code of Regs. §§ 15000, *et seq.*, the “CEQA Guidelines”). An Initial Study of Environmental Impacts and Negative Declaration (“ND”) was prepared pursuant to CEQA Guidelines § 15063. The public comment period on the ND was from May 1, 2023 to May 21, 2023.

BOARD/COMMISSION REVIEW:

At its June 27, 2023, regular meeting, the Planning Commission reviewed this Ordinance and recommended City Council adopt the Ordinance.

BACKGROUND:

The City Council reacted to the Mass Casualty Incident (“MCI”) on January 21, 2023 by taking a number of actions intended to both mitigate the impact of the MCI in the community and reduce the likelihood of future incidents. Among other things, the City Council adopted Resolution No. 2023-R15 (Attachment C) directing the City Manager and City Attorney to make recommendations regarding a number of gun-related matters.

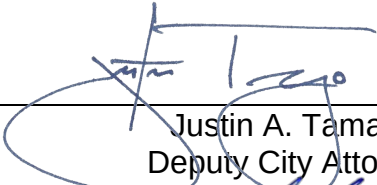
The proposed Ordinance is one of several of these items. If adopted, the Ordinance would add Chapter 21.55 to the MPMC creating a 1,000-foot buffer zone between firearms dealers and sensitive receptors. Under the Ordinance, sensitive receptors include residences, schools, and other community resource centers. New firearms dealers would need to obtain a Conditional Use Permit (“CUP”) to operate within the Shopping Center (S-C) Zone.

As illustrated in the attached map of existing firearm dealer locations (Attachment B), there are currently two firearms dealers within the City’s jurisdiction. These already meet the buffer zone requirements. While they do not possess CUPs, they would be legal nonconforming uses and could continue to operate even if the Ordinance were adopted.

FISCAL IMPACT:

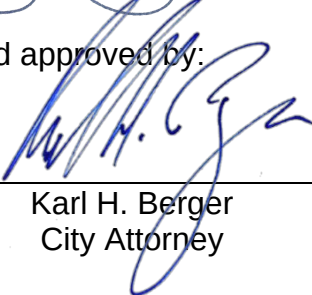
None.

Respectfully submitted by:



Justin A. Tamayo
Deputy City Attorney

Reviewed and approved by:



Karl H. Berger
City Attorney

ATTACHMENTS:

1. Ordinance No. _____ adding Chapter 21.55 entitled "Firearm Health Protection Zone" to the Monterey Park Municipal Code;
2. Urgency Ordinance No. _____ adding Chapter 21.55 entitled "Firearm Health Protection Zone" to the Monterey Park Municipal Code;
3. Maps showing location of current firearms dealers; and
4. City Council Resolution No. 2023-R15
5. Initial Study and Negative Declaration



City Council Staff Report

DATE: August 2, 2023

AGENDA ITEM NO: Consent Calendar - 3B

TO: The Honorable Mayor and City Council
FROM: Christine Tomikawa, Director of Human Resources and Risk Management
SUBJECT: Consideration and possible action to adopt two separate Resolutions approving Memorandums of Understanding between (1) the City and the Monterey Police Officers' Mid-Management Association and (2) the City and the Monterey Park Police Captains' Association, both for the term of July 1, 2023 to June 30, 2025

RECOMMENDATION:

It is recommended that the City Council consider:

1. Adopt a Resolution approving a Memorandum of Understanding ("MOU") between the City of Monterey Park and the Monterey Park Police Officers' Mid-Management Association ("MPPOMMA"); and
2. Adopt a Resolution approving a Memorandum of Understanding (MOU) between the City of Monterey Park and the Monterey Park Police Captains' Association ("PCA");
3. Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

Representatives of the City of Monterey Park ("City"), MPPOMMA, and PCA met and conferred to negotiate the terms and conditions of a new Memorandum of Understanding ("MOU") regarding employment. The parties reached an agreement on an MOU effective July 1, 2023 to June 30, 2025.

BACKGROUND:

MPPOMMA's current MOU term is valid from July 1, 2022 to June 30, 2023. On June 21, 2023, MPPOMMA's representatives agreed to the following terms and conditions:

- Two year agreement – July 1, 2023 to June 30, 2025
- Equity adjustment in base salary – 3.3% effective retroactively to July 8, 2023.
- Base salary increase – 7% cost of living adjustment to base salary effective retroactively to July 8, 2023 and moving to salary ranges with members eligible for merit increase up to 5% with an annual evaluation.
- Article 20 Uniform Allowance – increase to \$1,000 per year.
- Article 22 Retiree Health Savings Plan ("RHSP") – members will contribute 48 hours of sick leave annually and members will utilize leave banks to provide starter fund in the RHSP up to 300 hours.
- Article 25 Education Incentive Pay – increase Advance POST certificate pay to \$325 per month, increase Bachelor's degree pay to 5% of the employee's base monthly

salary, and increase Master's degree pay to 6% of the employee's base monthly salary.

- Article 28 Special Assignment Pay – increase to \$300 per month.
- Article 29 Salary and Wages –
 - MOU language related to compensation for employees promoting into the unit.
 - Add longevity level at 15 years of continuous service at \$100 per month, increase 20 years to \$300 per month, and increase 25 years to \$450 per month.
- Article 33 Deferred Compensation Plan – add matching City contribution of 1% monthly base salary per month to 401(a) plan.
- MOU language modification

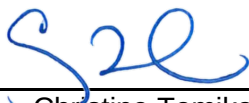
PCA's MOU current term is valid from July 1, 2022 to June 30, 2023. On June 26, 2023 with a follow up on July 17, 2023, the PCA members agreed to the following terms and conditions:

- Two-year agreement – July 1, 2023 to June 30, 2025
- Equity adjustment in base salary – 3.3% effective retroactively to July 8, 2023.
- Base salary increase – 7% cost of living adjustment to base salary effective retroactively to July 8, 2023 and moving to salary ranges with members eligible for merit increase up to 5% with an annual evaluation.
- Article 10 Holiday Schedule – automatically cash out any remaining accrued holiday hours in the fiscal year on the second pay period in June each year.
- Article 11 Accrual Cash-Out – increase cash out of vacation accruals up to 130 hours.
- Article 20 Uniform Allowance – increase to \$1,000 per year.
- Article 25 Education Incentive Pay – eliminate POST certificate pay incentives, increase Bachelor's degree pay to 6% of the employee's base monthly salary, and increase Master's degree pay to 7% of the employee's base monthly salary.
- Article 27 Salary and Wages –
 - MOU language related to compensation for employees promoting into the unit.
 - Add longevity level at 15 years of continuous service at \$100 per month, increase 20 years to \$300 per month, and increase 25 years to \$450 per month.
- Article 30 Deferred Compensation Plan – add matching City contribution of 1.5% monthly base salary per month to 401(a) plan.
- MOU language modification

FISCAL IMPACT:

The total cost of the increase to the MPPOMMA MOU is estimated at \$274,486. The total cost of the increase to the PCA MOU is estimated at \$52,130. Funds have been budgeted in the FY2023-24 budget.

Respectfully submitted by:



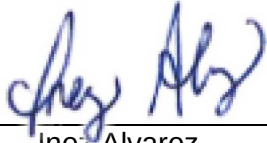
Christine Tomikawa
Director of Human Resources and
Risk Management

Review by:



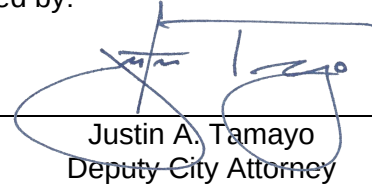
Martha Garcia
Director of Finance

Approved by:



Inez Alvarez
Interim City Manager

Reviewed by:



Justin A. Tamayo
Deputy City Attorney

ATTACHMENTS:

1. Resolution and Monterey Park Police Officers' Mid-Management Association MOU – redline version
2. Resolution and Monterey Park Police Captains' Association – redline version

ATTACHMENT 1
**Monterey Park Police Officers' Mid-
Management Association (POMMA) –
Resolution and Redline Version Memorandum
of Understanding July 1, 2023 to June 30, 2025**

RESOLUTION NO. ____

A RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING FOR CONTRACT YEAR 2023-2025 BETWEEN THE CITY OF MONTEREY PARK AND THE MONTEREY PARK POLICE OFFICERS' MID-MANAGEMENT ASSOCIATION.

THE CITY COUNCIL RESOLVES AS FOLLOWS:

SECTION 1: City representatives, approved by the City Council, and representatives from the Monterey Park Police Officers' Mid-Management Association ("POMMA") met and conferred regarding wages, retirement funding, hours and the terms and conditions of employment for contract year 2023-2025.

SECTION 2: Following such negotiations, the representatives drafted a Memorandum of Understanding ("MOU") for fiscal years 2023-2025. A copy of that MOU is attached as Exhibit "A," and is incorporated by reference.

SECTION 3: Following a vote of its membership, the POMMA informed the City that it accepted the MOU.

SECTION 4: After reviewing the MOU, the City Council finds that it is in the public interest to approve it retroactively effective July 1, 2023. Accordingly, the Interim City Manager is authorized to execute the MOU in a form approved by the City Attorney.

SECTION 5: *Electronic Signatures.* This Resolution may be executed with electronic signatures in accordance with Government Code §16.5. Such electronic signatures will be treated in all respects as having the same effect as an original signature.

SECTION 6: *Construction.* This Resolution must be broadly construed to achieve the purposes stated in this Resolution. It is the City Council's intent that the provisions of this Resolution be interpreted or implemented by the City and others in a manner that facilitates the purposes set forth in this Resolution.

SECTION 7: *Effective Date.* This Resolution will become effective immediately upon adoption.

PASSED AND ADOPTED this ____ day of _____, 20__.

Jose Sanchez, Mayor

ATTEST:

Maychelle Yee, City Clerk

APPROVED AS TO FORM:

Karl H. Berger, City Attorney



MEMORANDUM OF UNDERSTANDING

between

THE CITY OF MONTEREY PARK, CALIFORNIA

and

**THE MONTEREY PARK POLICE OFFICERS' MID-MANAGEMENT
ASSOCIATION**

TWO~~ONE~~-YEAR AGREEMENT: 07/01/202~~3~~² – 06/30/202~~5~~³

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and

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MEMORANDUM OF UNDERSTANDING
Between
THE CITY OF MONTEREY PARK
and
THE MONTEREY PARK POLICE OFFICERS' MID-
~~MANAGEMENT ASSOCIATION~~ MANAGEMENT ASSOCIATION TWO ONE
YEAR -AGREEMENT 07/01/2023~~2~~ - 06/30/2025~~3~~

PREAMBLE

This Memorandum of Understanding (MOU) has been prepared in accordance with the California Government Code (Section 3500 et seq.). The City of Monterey Park, California, hereinafter referred to as the "City", and the Monterey Park Police Officers Mid-Management Association, hereinafter referred to as "MPPOMMA," have reached this Memorandum of Understanding pursuant to meeting and conferring in good faith. Unless specifically provided herein, changes in wages, hours and terms and conditions of employment shall be prospectively effective on and after City Council adoption of this MOU.

ARTICLE 1 - SCOPE OF MEMORANDUM OF UNDERSTANDING

It is the intent and purpose of this MOU to assure sound and mutually beneficial working and economic relations between the parties, to provide an orderly and peaceful means of resolving any misunderstandings or differences which may arise, and to set forth the basic and full agreement between the parties concerning wages, hours of employment, and other conditions of employment.

ARTICLE 2 - RECOGNITION

- A. The City acknowledges MPPOMMA as the representative for certain employees in the Police Department of the City of Monterey Park, California, for the purpose of meeting and conferring in good faith regarding wages, hours, and other terms and conditions of employment.
- B. This MOU shall cover all employees working in the classification of Police Lieutenant and Police Sergeant.
- C. This MOU does not preclude employees in such employment classifications from representing themselves individually in their employment relations with the City.

ARTICLE 3 - CITY RESPONSIBILITIES AND RIGHTS

- A. To insure that the City is able to carry out its statutory functions and responsibilities, the following matters will not be subject to the terms of this MOU, but shall be within the exclusive discretion of the City: to select and determine the number and types of employees required; to assign work to employees in accordance with the City; to establish and change work schedules and assignments; to hire, transfer and to promote or to lay off employees for lack of work and for all other legitimate reasons; to suspend, discipline or discharge for just cause; to expand or diminish services; to subcontract any work or operations; to

determine and change at its sole discretion, the number of locations, relocations and types of operations and the processes and materials to be employed.

- B. Notwithstanding the above, the City hereby agrees to Meet and Confer with MPPOMMA on any changes regarding hours, work schedules, salaries, or working conditions. The City agrees to adhere to the job specifications established for each classification.

ARTICLE 4 - EMPLOYEE AND/OR EMPLOYEE REPRESENTATIVES

- A. All employees represented by MPPOMMA shall have the right to join MPPOMMA, or to refuse or refrain from joining MPPOMMA.
- B. Members of MPPOMMA may, by any reasonable methods, select three (3) representatives who may or may not be City employees to meet and confer with the City Representative Committee or other management officials on subjects within the scope of representation during regular duty or working hours, provided:
 - 1. That no employee representative shall leave his/her duty or workstation or assignment without specific approval by any authorized departmental management official.
 - 2. That any such meeting is subject to scheduling by an authorized departmental management official so as to avoid interference with or interruption of assigned work schedules or work performance.
- C. The City will deduct dues and initiation fees from those employees who voluntarily sign and have submitted to the City the necessary authorization card.
- D. Deductions as are authorized in writing by the employee shall be deducted from earned wages or salaries on each payday. The City shall forward to MPPOMMA all dues and/or initiation fees deducted from the employees for any month, the first of the succeeding month.
- E. MPPOMMA shall indemnify, defend and hold the City harmless against claims and any suit instituted by an employee against the City which shall arise out of any action which shall be taken by the City in accordance with the sections regarding dues deduction.
- F. MPPOMMA representatives, while on City property, shall abide by the City's safety rules and regulations.
- G. The Employee Representatives will include at least one employee member. Employee Representatives shall be provided reasonable release time, without loss of salary or benefits, for purposes of collective bargaining and/or processing of employee grievances. In addition, Association representatives may be granted reasonable release time to attend Association sponsored training programs, seminars, and conferences, subject to prior City approval.

- H. A written list of the Officers of MPPOMMA and the Employee Representatives shall be furnished to the City immediately after their designation, and MPPOMMA shall notify the City promptly in writing of any changes of such Officers or Representatives.

ARTICLE 5 - COMMUNICATIONS

Space shall be provided on City bulletin boards for the posting of the following notices of immediate concern to the employee group members:

1. MPPOMMA recreational and social activities.
2. MPPOMMA election notices and results.
3. MPPOMMA meetings and events.
4. Such other notices as may be mutually agreed upon by MPPOMMA and the Department Director or representative.
5. All notices and materials regarding the business of the MPPOMMA.

ARTICLE 6 - CONTINUED PERFORMANCE OF CITY SERVICES AND OPERATIONS

- A. MPPOMMA hereby agrees MPPOMMA represented employees and officers and/or agents of MPPOMMA shall not engage in, encourage, sanction, support, authorize or suggest any work stoppages, strikes, boycotts, slowdowns, mass resignation, mass absenteeism, or any other intentional interference of work of the City. However, information pickets, following an impasse in the labor negotiation process, are excluded from this Article and are therefore allowed as long as the picketing is not violent, does not block ingress or egress and/or does not interfere with the public health, safety or order.
- B. In the event any employee, or employees, participates in any of the prohibited activities stated above, MPPOMMA shall notify such employee or employees, so engaged to cease and desist from such activities and shall instruct said person, or persons, to return to their normal work assignment and duties.
- C. The employee, or employees, participating in the activities prohibited above shall be subject to disciplinary action by the City, including suspension or discharge in accordance with the City's Personnel Rules and Regulations.

ARTICLE 7 - GRIEVANCE PROCEDURE

A. **DEFINITIONS**

1. A "grievance" is a formal written or oral allegation by a member of MPPOMMA

on behalf of specified unit members have been adversely affected by an alleged violation of the specific provisions of this Memorandum of Understanding, the City's Personnel Rules, written Department Rules, Regulations, policies and procedures or an appeal of a disciplinary action decision by the City Manager.

2. A "disciplinary grievance" is a formal written objection or challenge to any disciplinary action as defined by the Personnel Rules and Regulations. A "disciplinary grievance" shall be filed after the written receipt of the City Manager's decision, and shall constitute the sole and exclusive process of appeal. Such appeals shall be processed at Level IV, Administrative Hearing.
3. A "grievant" is any unit member or the MPPOMMA on behalf of specified unit members adversely affected by an alleged violation within the scope of the grievance procedure as defined above.
4. A "day" is any day in which the administrative offices of the City of Monterey Park are open for regularly scheduled business.

B. GENERAL PROVISIONS

1. If an employee is receiving direction from his/her supervisor but believes the direction forms the basis for a viable grievance, the employee must still comply with the direction. If that grievance is ultimately sustained only then may the employee not comply with that directive.
2. Grievance documents shall not be placed in the personnel file, unless they relate to discipline. If they relate to discipline, they will not be placed in an employee's personnel file until after the discipline appeal process (if applicable) is completed.
3. Time limits for appeal provided at any level of this procedure shall begin the first day following receipt of the written decision by the grievant and/or MPPOMMA. Failure of the grievant to adhere to the time deadlines shall mean that the grievant is satisfied with the previous decision and waives the right to further appeal. The grievant and the City may extend any time deadline by mutual agreement. If the City fails to respond to the grievant by the deadline to respond at any step in the grievance process, that shall constitute a denial of the grievance at that step and the grievant's time to file an appeal to the next step shall start the following day.
4. Every effort will be made to schedule meetings for the processing of grievances during the regular work schedule of the participants. If any grievance meeting or hearing must be scheduled during duty hours, any employee required by either party to participate as a witness or grievant in such meeting or hearing shall be released from regular duties without loss of pay for a reasonable amount of time.
5. Any unit member may, at any time, present grievances to the City and have such grievances resolved without the intervention of MPPOMMA, as long as the

resolution is reached prior to the hearing and the resolution is not inconsistent with the terms of this MOU; provided that the City shall not agree to a resolution of the grievance until MPPOMMA has received a copy of the grievance and the proposed resolution, and has been given the opportunity to file a response within twenty (20) days. Upon request of the grievant, the grievant may be represented at any stage of the grievance procedure by a representative of MPPOMMA, which may include the attorney of MPPOMMA. MPPOMMA may also be represented at any grievance meetings and will be notified of any such meetings.

6. This grievance procedure shall be the sole and exclusive procedure for processing objections or challenges to disciplinary actions as defined in the Personnel Rules and Regulations and shall satisfy all administrative appeal rights and protection.
7. There shall be no reprisals, interference, coercion or discrimination against any employee for processing a grievance at any level, or for assisting a grievant in the processing of a grievance.

C. PROCEDURE - Grievances will be processed in accordance with the following procedures:

1. Level I - Informal Resolution: Any unit member or MPPOMMA who believes he/she has a grievance shall present the grievance orally to the immediate supervisor within fifteen (15) workdays after the grievant knew, or reasonably should have known, of the circumstances which form the basis for the grievance. Failure to do so will mean the grievance is untimely and shall not be processed. The immediate supervisor shall hold discussions and attempt to resolve the matter within fifteen (15) days after the presentation of the grievance. It is the intent of this informal procedure that at least one personal conference be held between the aggrieved employee, their representative and the immediate supervisor.
2. Level II - Formal Written Grievance
 - a. If the grievance is not resolved during the informal conference and the grievant wishes to continue the grievance process, the grievant shall present the grievance in writing on the appropriate form to the Police Chief within ten (10) days after the oral decision by the immediate supervisor.

The written information shall include: (a) a description of the specific grounds of the grievance; (b) a listing of the provisions of this agreement, personnel rules, regulations or procedures alleged to have been violated; and (c) a listing of specific actions requested of the City which will remedy the grievance.
 - b. The Police Chief or his/her designee shall communicate the decision, in writing, to the grievant within ten (10) days after receiving the grievance.

- c. Within the above time limits the parties may request a personal conference.
- d. Grievances which do not allege grievable subjects as defined under Section A.1 above are not subject to review above this level.

3. Level III - Appeal to the City Manager

- a. If the grievant is not satisfied with the decision at Level II, the grievant may, within ten (10) days of the receipt of the decision at Level II, appeal the decision to the City Manager. This statement shall include a copy of the original grievance and appeal, and a clear, concise statement of the reasons for the appeal.
- b. The City Manager shall communicate the decision, in writing, to the grievant within ten (10) days. If the City Manager does not respond within the time limits provided, the grievant may appeal to the next level.

4. Level IV - Administrative Hearing

- a. If the grievant is not satisfied with the decision at Level III, or if an employee or MPPOMMA wishes to appeal the disciplinary decision of the City Manager, the grievant/employee may, within ten (10) days of the receipt of the decision, for an administrative hearing of the dispute. Within twenty (20) days of the grievant's receipt of the decision at Level III, MPPOMMA shall inform the City, in writing, of its request to have an administrative hearing. MPPOMMA and the City shall attempt to agree upon a hearing officer.

If no agreement can be reached, they shall request that the City supply a list of seven (7) names of persons experienced in hearing grievances in cities from a panel mutually selected by MPPOMMA and the City. Each party shall alternately strike a name until only one remains. The remaining panel member shall be the Hearing Officer. The order of the striking names shall be determined by coin toss.

- b. If the City requests, the Hearing Officer shall be requested to hear the merits of any issues raised regarding grievability. No hearing on the merits of the grievance will be conducted until the issue of grievability has been decided. The same Hearing Officer shall decide the issue of grievability, and if grievable, then the merits of the dispute.
- c. The Hearing Officer shall, within thirty (30) days unless both parties agree otherwise, hear evidence and render a decision on the issue or issues submitted to him/her. If the parties cannot agree upon a submission agreement, the Hearing Officer shall determine the issues by referring to the written grievance and the answers thereto at each step.

- d. The Hearing Officer shall hold a hearing on the issue submitted or as determined by the Hearing Officer if the parties have not mutually agreed upon the issue, and render a written decision. The conduct of the hearing proceedings shall be governed by California Code of Civil Procedure section 1280 et. seq. The Hearing Officer's decision shall be the final and binding. The Hearing Officer's decision is reviewable under California Code of Civil Procedure 1094.5.
- e. The City and MPPOMMA agree that the jurisdiction and authority of the Hearing Officer so selected and the opinions the Hearing Officer expresses will be confined exclusively to the interpretation of the express provision or provisions of this MOU at issue between the parties. The Hearing Officer shall have no authority to add to, subtract from, alter, amend, or modify any provisions of this MOU or the written ordinances, resolutions, rules, regulations and procedures of the City or the Department, nor shall he/she impose any limitations or obligations not specifically provided for under the terms of this MOU. The Hearing Officer shall be without powers or authority to make any decision that requires the City or management to do an act prohibited by law.
- f. In the event that this grievance procedure is used to challenge disciplinary actions, the Hearing Officer shall prepare a written decision containing findings of fact, determination of issues, and statement of the precise disciplinary penalty, if any.
- g. After a hearing and after both parties have had an opportunity to make an oral closing or submit written arguments, the Hearing Officer shall submit in writing to all parties his/her findings and award. If either party requests the closing to be in writing, then both parties will submit a written argument.
- h. The fees and expenses of the Hearing Officer shall be shared equally by the City and MPPOMMA. All other expenses shall be borne by the party incurring them, and neither party shall be responsible for the expense of witnesses called by the other. Either party may request a certified court reporter to record the entire hearing. The cost of the services of such court reporter shall be shared equally by the parties.
- i. By filing a grievance and processing it beyond Level III, the grievant expressly waives any right to statutory remedies or to the exercise of any legal process other than as provided by this grievance/administrative hearing procedure. The processing of a grievance beyond level III shall constitute an express election on the part of the grievant that the grievance/administrative hearing procedure is the chosen forum for resolving the issues contained in the grievance, and that the grievant will not resort to any other forum or procedure for resolution or review of the

issues. The parties do not intend by the provisions of this paragraph to preclude the hearing award in any court of competent jurisdiction.

- j. With regard to discipline-related hearings governed by this Section (C)(4), where the discipline subject to appeal consists of a minimum of 8.1 hours and a maximum of 24 hours, the following limitation shall apply to the amount of time available to each party to the hearing for a presentation of any individual party's case. For purposes of time-limit computation only, the Association and any one (1) employee, as well as any other entity that may properly be appearing on behalf of or with an interest similar to the Association or employee, shall be jointly deemed to be the same one party for computing the time limitation on presentations. Accordingly, the time limitation shall not be multiplied by the number of individuals or entities appearing, on behalf of, or with an interest similar to, the individual employee who has been disciplined.

Each party to the Article 7 administrative appeal shall be limited to a maximum of twelve (12) hours of presentation time during conduct of an administrative appeal pursuant to MOU Article 7(C)(4) Level IV Administrative Hearing.

"Presentation Time" against which shall be charged the twelve (12) hour presentation time limitation, shall include oral opening statement and oral closing argument, direct/redirect examination of witnesses, rebuttal and sur-rebuttal witness testimony, demonstrations, and site inspections (excluding travel time to and from the site). Cross examination shall not be counted as part of the "Presentation Time."

The hearing officer shall record and maintain account of all such hours by means of a timekeeping device suitable to the task. Absent stipulation by the parties to extend the twelve (12) hour limitation, the hearing officer shall have no authority to extend said limitation.

- 5. Disciplinary Proceedings (one day suspension): For purposes of this section alone, a one (1) day suspension shall be equivalent to eight (8) hours of salary, regardless of the actual hours worked in a shift. Suspensions of one (1) day shall be excluded from the arbitration appeal process. Upon receipt from the Chief of Police or his designee of a notice of intended penalty of one (1) day or less, the employee shall have ten (10) business days (Monday - Friday) to submit a written request to the City Manager requiring mediation. The matter shall then be submitted to a mediator provided by the State Mediation and Conciliation Service. Absent agreement as to identity of the mediator, the parties shall alternately strike names from a list supplied by the Los Angeles Office of SMCS. A mediation session shall then be calendared. The mediation shall not be an evidentiary hearing. Neither party shall be represented by an attorney although non-attorney representatives shall be permitted. There shall be no subpoena power, no submission of briefs, and

the mediation shall conclude within the same business day that it commenced. If the manner in which the mediation is resolved is unsatisfactory to either party, then the proceeding before the City Manager shall provide the due process mandated by Skelly v. State Personnel Board and shall not be an evidentiary hearing. The decision of the City Manager shall be the final administrative action not subject to further administrative review. The City Manager's decision is reviewable under California Code of Civil Procedure 1094.5.

ARTICLE 8 - OVERTIME

- A. 7K EXEMPTION: The City of Monterey Park has exercised its ability to declare the "7K" exemption under the Fair Labor Standards Act (FLSA) for sworn police personnel. The work period for such employees shall be twenty-eight (28) days in length commencing on Saturday, April 20, 1985 at 2:00 a.m.
- B. WORK HOUR PLANS: The City and the Association agree that the Department will utilize the three-twelve and a half (3/12.5) and four-ten (4/10) work hour plans during the term of this MOU. The three-twelve and a half (3/12.5) work hour plan shall cover patrol Sergeants and Lieutenants. The four-ten (4/10) work hour plan shall cover Administrative Lieutenant, Detective Lieutenant, Traffic Sergeant and Detective Sergeant. The 5/8 work hour plan may be permitted at the discretion of the Police Chief.
 - 1. If the City Council determines in its sole discretion to cause a funded Captain's position to remain vacant (or in the alternative, to eliminate funding for a Captain's position), the consequence of such action will be a requirement that Lieutenants, including those assigned to the Patrol Division, be available at the sole discretion of the Chief of Police to perform specified tasks and duties. In such cases, it will likely be necessary to modify the work schedule of the affected Lieutenants with the result being their removal from a 3/12.5 or other schedule while assigned to perform specified tasks and duties. However, in no case shall the Lieutenant be reassigned to a 5/8 schedule. If such a decision is made by the City Council, the Chief of Police will have limited time to redeploy one or more Lieutenants in order to perform specified tasks and duties. Accordingly, it is the agreement of the parties that in his sole discretion, the Chief of Police shall have authority to reschedule and redeploy Lieutenants as necessary to meet the needs of the Department as generated by Council exercise of the above discretion. However, the Chief shall also seek out input from the Association as to its recommendations for addressing the Department's service needs should the City Council exercise its discretion as indicated above. However, this shall not be a meet and confer process, shall not be subject to the impasse procedures set forth in the Municipal Code or otherwise, and the redeployment of one or more Lieutenants may, at the Chief's sole discretion, occur prior to initiation or completion of said meeting process.

In the event of an emergency, as determined by the Chief of Police in his/her sole discretion, the City may cancel, alter or amend the work schedule as necessary, and only for the duration of the emergency, immediately and without the requirement of engaging

in the meet and confer process.

Unit members shall be provided twelve (12) days notice prior to any shift change, reassignment or modification. The twelve (12) day notice requirement shall not apply in the case of emergency situations. For the purpose of this rule, emergencies shall mean any unforeseen or unplanned event that impacts Department staffing needs.

- C. OVERTIME: For employees assigned to the three-twelve and a half (3/12.5) work hour plan, overtime shall be defined as that time authorized and actually worked by an employee in excess of one hundred sixty (160) hours within the twenty-eight (28) day work period. All employees required to work in excess of the standard work period of one hundred and sixty (160) hours shall receive compensation at the rate of time and one-half (1 1/2) of his/her rate of pay. For employees assigned to the four-ten (4/10) and eight to five (8-5) work hour plan, overtime shall be defined as that time authorized and actually worked by an employee in excess of eighty (80) hours within the fourteen (14) day pay period. All employees required to work in excess of the standard pay period of eighty hours within the fourteen day pay period shall receive compensation at the rate of time and one-half (1 1/2) of his/her rate of pay.

All employees assigned to work the three-twelve and a half (3/12.5) work hour plan and who work in excess of one hundred and sixty (160) hours within the twenty-eight (28) day work period shall be compensated at the completion of the twenty-eight (28) day work period. Regardless of the amount of overtime hours accrued during the first half (80 hours) of the work period, employees shall be compensated eighty (80) hours for that pay period, and the balance of the hours worked shall be compensated at the completion of the twenty-eight (28) day work period. All overtime requests must have the authorization of a supervisor prior to the commencement of such overtime work. Dispatched calls beyond the end of duty time are considered as authorized. An employee's failure to obtain prior approval will result in the denial of overtime request.

All eligible employees assigned to work the four-ten (4/10) work hour plans and who work in excess of eighty (80) hours within the fourteen (14) day pay period shall be compensated for overtime at the completion of the fourteen (14) day pay period.

Determination as to whether or not overtime shall be assigned and/or worked remains in the sole discretion of a responsible supervisor. However, where in the sole discretion of the responsible supervisor, overtime can be efficiently worked by any member of the shift without regard to particular skills or abilities of any eligible employee, then said overtime shall be assigned based on seniority, except in those cases where the overtime duty arises from a case or incident involving another shift Officer. In such case, the involved Officer shall be assigned the overtime, regardless of seniority.

In those instances where overtime is made available on a Department-wide basis (such as for a movie detail), then said overtime shall be assigned on a seniority basis, unless in the sole discretion of the responsible supervisor(s), particular skills and abilities of Officers are relevant to the assignment of any individual(s) to the overtime duty.

The assignment of overtime, as designated by the Police Chief's 6/12/12 memorandum (attached as an Addendum B), will be the agreed departmental method for overtime call out procedure for replacement of Patrol Sergeants/Lieutenants assigned to Patrol as Watch Commanders or Field Supervisors when a vacancy occurs due to a non-planned event. The intent of the memorandum is to call in overtime rank-for-rank as described in said reference memorandum without limiting the Chief from exercising his management authority and rights in meeting the staffing needs of the department. The Police Chief, as departmental needs arise and pursuant his management rights, may make changes to said method of assignment of overtime. The chief will meet and confer with the POA representatives prior to implementing said changes.

In cases where seniority is utilized to make overtime assignments, the responsible supervisor shall make a reasonable attempt to advise the eligible Officer(s) of the overtime opportunity. Upon said overtime offer either being rejected or the eligible Officer not being responsive to reasonable contact, the responsible supervisor shall repeat said notification steps until the overtime opportunity is selected. Disputes as to whether or not a "reasonable attempt" was made to contact an Officer eligible for seniority-based overtime selection, shall not be subject to the grievance procedure or to any other administrative or civil method of appeal, and the determination of the responsible supervisor in this regard, shall be final, conclusive and not appealable through any means.

Regardless of the above, any responsible supervisor retains the right in his or her sole discretion to disregard seniority in rendering an overtime assignment when, in the sole discretion of the responsible supervisor, the needs of the Department and/or community so dictate. Said decision shall not be subject to any administrative or civil challenge and shall be final and conclusive.

For the purpose of determining overtime, vacation, sick leave, compensatory time off and/or other paid leave time shall be considered compensable hours of work.

- D. COMPENSATORY TIME OFF: In lieu of receiving cash payment at time and a half for overtime hours worked, an employee may elect the option of earning compensatory time off. Compensatory time shall be earned at the rate of time and one-half (1 1/2) for each hour worked. The maximum amount of comp time that may be accrued is 480 hours (320 hours worked). All compensatory time on the books will be paid down to forty (40) hours as of December 1 of each year. The remaining balance will remain on the books until such time as employee utilizes the compensatory time.
- E. PAID LEAVE ACCRUAL RATES: Employees assigned to the three-twelve and a half (3/12.5) and four-ten (4/10) work hour plans shall accrue vacation, holiday and sick leave in accordance with the accrual rates as outlined herein. When vacation, holidays or sick leave is used, the employee shall be charged based on actual time taken off in relation to his/her regularly assigned shift.
- F. REGULAR RATE OF PAY: For the purpose of computing overtime, the employee's regular rate of pay shall include the following components, if applicable, in addition to

base salary:

1. Educational Incentive
2. Bilingual Pay
3. Special Assignment Pay
4. Longevity Pay
5. Medical Opt-Out Pay

G. COMPENSABLE HOURS OF WORK:

1. Firearms Qualification: Employees who choose to shoot at the range at times other than as required for qualification and training by the Department, will be considered to be on personal time. Such time is not counted as working time and is not compensable in any manner whatsoever.
2. Voluntary Training Time: Voluntary attendance at training schools/facilities (including the academy) which improves the performance of regular tasks and/or prepares for job advancement are not compensable for hours in excess of the employees' normal work shift. Any such time spent in excess of the normal work shift will not be counted as working time and is not compensable in any manner whatsoever. Time spent in studying and other personal pursuits is not compensable hours of work, even though the employee may be confined to campus or to barracks twenty-four (24) hours a day.

Travel time to and from the training facility outside of an employee's normal work shift is not compensable hours of work.

Mandatory training as required by the Department and/or POST is compensable for actual time spent in training. Travel time outside of regularly scheduled work hours for mandatory training is not compensable as work time unless approved by a supervisor. If the use of a personal vehicle is authorized for attendance at mandatory training, mileage shall be reimbursed at current IRS rates, as they exist from time to time during the term of the MOU, for actual miles traveled.

3. City Vehicle Use: Employees who are provided with a City vehicle to travel to and from work shall not be compensated in any manner whatsoever for such travel time in the City vehicle.

This provision also applies in those situations where the radio must be left on and monitored.

This provision does not preclude compensation in those instances where an employee is required to perform emergency law enforcement duties as required by law. In such cases, appropriate compensation shall be provided.

4. Gym Facility: The City provides a room to be used as a gym facility for the

voluntary use of employees during their off duty hours. Time spent by employees in working out at the gym facility is not considered hours worked and will not be compensated in any manner.

5. Emergency Call Back Pay: Call-back duty occurs when an employee is ordered to return to duty on a non-regularly scheduled work shift. Call-back does not occur when an employee is held over from his/her shift or is working prior to his/her regular scheduled shift. An employee called back to duty shall be credited with a minimum of three (3) hours work time commencing when he/she receives the call. An employee shall report to duty within a reasonable period of time not to exceed one (1) hour. Any hours worked in excess of three (3) hours shall be credited on a hour-for-hour basis for actual time worked. Travel time from the station to residence shall not be considered hours worked and shall not be compensated in any manner whatsoever. This provision is to be distinguished from "Court Standby" pay in Section 7 which is to be used when an employee is called back to court.
6. Court Pay: When an officer is physically called to court, he/she shall be credited on a hour-for-hour basis for the time actually spent in court, commencing one-half (1/2) hour prior to the scheduled court appearance. An employee shall be credited with a minimum of three (3) hours for each scheduled court appearance. Only one (1) minimum shall apply per payday. These three (3) hours will ultimately be paid in the pay period at time and one-half (1 1/2).

Travel time shall not be considered hours worked and shall not be compensated in any manner whatsoever unless the employee first responds to the station.

7. Court Standby: A member of MPPOMMA who, while off duty, is on court standby status, may leave a telephone number where he/she may be reached while on court standby. Such time is not considered hours worked. However, the employee will receive credit for three (3) hours (these three (3) hours will ultimately be paid in the pay period at time and one-half (1 1/2)), provided that the employee is not actually required to be present in the court building. If any employee is required to go to court, this three (3) hour period is applied to court pay under Section 6.

Alternatively, an employee on court standby may, with the permission of the Chief of Police or his designee, report to the police facility, in uniform, for assignment while awaiting court. An employee shall be credited on a hour-for-hour basis for time actually worked while on standby. Travel time to the police facility shall not be considered hours worked and shall not be compensated in any manner whatsoever.

8. Administrative Leave: The following members of MPPOMMA will received administrative leave hours in the following amounts the first payroll cycle after City Council contract approval and the first payroll following July 1st every fiscal year.

Employees hired mid-year or employee assignments changing mid-year will require a pro-rated amount of administrative leave either increases or decreasing an employee's administrative leave bank. Human Resources will make these calculations and adjustments. No other adjustment will be made to accrual banks besides this pro-rated calculation with mid-year assignment changes.

Detective Lieutenant (1) – 60 hours annually

Detective Sergeant (~~12~~) – 60 hours annually

Community Engagement Bureau Sergeant (1) – 60 hours annually

Traffic Sergeant (1) – 60 hours annually

All remaining members of the MPPOMMA - 20 hours annually

Unused Administrative Leave shall not be carried over into the next fiscal year and cannot be cashed out.

- E. The times during the fiscal year at which an employee may take his/her administrative leave shall be determined by the Police Chief or his/her designee with due regard for the wishes of the employee and the needs of the service. Eligibility for this leave shall not be predicated upon first having all vacation and sick leave exhausted. Administrative leave may be utilized at any time during the fiscal year.

H. SHIFT TRADES:

Employees in the unit have the right to trade shifts with their colleagues subject to the following conditions:

1. Both employees agree to the shift trade voluntarily.
2. A supervisor approves the shift trade. Supervisors will not unreasonably deny a trade. However, denials are not subject to being grieved.
3. The employee whose shift is worked gets credit for the shift. Thus, the employee whose shift was worked will record the time as time worked on his or her time sheet.
4. Payback of the traded shift will be the responsibility of the two employees who trade shifts and will not be monitored by the City. Traded shifts should fall in the same 28 day work period. If an employee leaves the City having not paid back a shift, it shall be the responsibility of the two employees to work out any pay back.
5. If an employee agrees to trade shifts with another employee and then calls in sick and/or does not work the shift, the employee who agreed to work the shift shall have his/her Sick Leave deducted. For example, if Police Sergeant A agrees to work the shift for Police Sergeant B and prior to the shift, Police Sergeant A calls in sick and does not work the shift, Police Sergeant A's Sick Leave is deducted and Police Sergeant B gets credit for the shift.

ARTICLE 9 - VACATION

A. Policy: It is the intent and purpose of this vacation leave policy that all employees avail themselves of accrued vacation time in order to promote a safe and productive working environment. However, the parties do recognize that personal circumstances and/or the staffing requirements of the Police Department may periodically impact the ability of an employee to utilize any or all of his/her annual vacation accrual.

B. Vacation Accrual:

1. Accrual Rate: Employees shall accrue paid vacation time on the basis of years of paid service. The accrual rate shall be as follows:

0 - 6 years eighty-eight (88) hours per year
7 + years Eight additional hours per year to a maximum of two-hundred sixty (260) hours per year.

2. Accrual Caps: Except as provided herein, no employee may accrue greater than four hundred (400) vacation hours.

The total number of vacation hours accrued on or before January 14, 1995 shall not be subject to the above accrual limitation and shall be placed in a separate accrual bank (vacation hours Bank No. 1). The number of vacation hours contained within Bank No. 1 on January 14, 1995 shall not increase except as provided below.

Concurrent with the creation of Bank No. 1, there shall be created a second vacation bank (Bank No.2) that shall have a balance of zero at its inception. Vacation hours accumulated after January 14, 1995 shall be deposited in Bank No. 2. Effective July 1, 2014, vacation hours in Bank No. 2 accrued in excess of 400 hours shall be automatically cashed out as part of the regular payroll process. Said hours shall be cashed out during the pay period in which they are earned. In no case shall an employee be allowed cash out above the cap balance if the employee has not, within the fiscal year, taken advantage of the cash-out provisions of Article 11 of this MOU or has not taken 40 hours of vacation for the year. If an employee has not cashed out as provided in Article 11 or taken forty (40) of vacation, accrual of vacation will cease once the cap is met except for the following provisions.

Only in exceptional circumstances within the City's discretion shall an employee be allowed to exceed the maximum vacation accrual. In no case shall an employee's request to accrue vacation in excess of the accrual cap be granted if the employee has not, within the fiscal year, taken advantage of the cash-out provisions of Article 11 of this MOU. Any approval to accrue in excess of the accrual cap requires a written request from the Police Chief to the City Manager stating that the employee will not be authorized to utilize vacation prior to reaching the accrual cap because of Department staffing requirements. The City Manager's approval is

required. The number of hours allowed above the cap shall be in an amount sufficient to allow the employee 60 days to utilize vacation time prior to again reaching the cap. The approved number of hours shall be placed in bank number 1.

- C. Use of Vacation Time: Probationary employees shall be authorized to utilize accrued vacation time prior to conclusion of the probationary test period.

Use of vacation time during the calendar year shall be approved by the Chief of Police or his designee, with due regard for the wishes of the employee, the employee's accumulated vacation credits, and particular regard for the needs of the Department.

ARTICLE 10 - HOLIDAY

Policy: It is the intent and purpose of this holiday leave policy that all employees avail themselves of accrued holiday time in order to promote a safe and productive working environment. However, the parties do recognize that personal circumstances and/or the staffing requirements of the Police Department may periodically impact the ability of an employee to utilize any or all of his/her annual holiday accrual.

Employees of the Police Department who are assigned to work around-the-clock shifts receive thirteen 10-hour (130 hours total) floating "holidays-in-lieu" of specific holidays off.

These holidays shall accrue on the following days:

CITY HALL CLOSED

<u>Regular:</u>	New Year's Day	Thanksgiving Day
	Washington's Birthday	Day After Thanksgiving Day
	Memorial Day	Christmas Eve
	Independence Day	Christmas Day
	Labor Day	New Years Eve Day
	Veteran's Day	

CITY HALL OPEN

Floating: Admission's Day Columbus Day
All other unit employees shall receive eleven (10-hour) paid holidays (see "Regular" holidays listed above), two (10-hour) floating holidays to replace Admission's Day and Columbus Day.

Effective January 1, 2020, all employees shall receive thirteen 10-hour (130 hours total) "holidays-in-lieu" of specific holidays off. Employees shall accrue 10.84 hours each calendar month of employment in lieu of the above-listed holidays. Except as provided herein, no employee may accrue greater than two-hundred sixty (260) holiday hours.

The total number of holiday hours accrued on or before January 14, 1995 shall not be subject to

the above accrual limitation and shall be placed in a separate accrual bank (Bank No. 1). The number of holiday hours contained within Bank No. 1 shall not increase after January 14, 1995 except as provided below.

Concurrent with the creation of Bank No. 1, there shall be created a second holiday bank (Bank No.2) that shall have a balance of zero at its inception. Holiday hours accumulated after January 14, 1995 shall be deposited in Bank No. 2. Except as provided below, if Bank No. 2 should equal 260 hours, then no holiday hours or cash equivalency shall be earned by the employee until the balance in Bank No. 2 is less than 260 hours.

Only in exceptional circumstances in the City's discretion shall an employee be allowed to exceed the maximum holiday accrual. In no case shall an employee's request to accrue holiday in excess of the accrual cap be granted if the employee has not, within the fiscal year, taken advantage of the cash-out provisions of Article 11 of this MOU. Any approval to accrue in excess of the accrual cap requires a written request from the Police Chief to the City Manager stating that the employee will not be authorized to utilize holiday prior to reaching the accrual cap because of Department staffing requirements. The City Manager's approval is required. The number of hours allowed above the cap shall be in an amount sufficient to allow the employee an opportunity to utilize holiday time prior to again reaching the cap. The approved number of hours shall be placed in bank number 1.

ARTICLE 11 - ACCRUAL CASH-OUT

Unit members may elect to, annually, during any fiscal year, cash-out up to a total of eighty (80) hours of accumulated and earned vacation time or holiday time (or a combination thereof). Requests for cash-out are to be submitted in a manner prescribed by the City.

Beginning in December 2022, and each December thereafter, employees may irrevocably choose in writing, on a form available from the Human Resources Department, to cash out up to 80 hours of vacation time and holiday time (combined) that are to be accrued and remaining unused in the following calendar year. Vacation balances and/or holiday balances rolled over from prior calendar years are not eligible for cash out. Regardless of the number of hours irrevocably elected for cash out, the cash out will only be made from hours accrued during the calendar and not otherwise used for time off or otherwise by the employee at the time of the cash out. Cash outs shall be paid in December of each year.

The payment shall be made via payroll with the last paycheck in the following December after receipt of the irrevocable election form.

Employees who do not submit an irrevocable election form by December 15th will be deemed as foregoing participation in the optional annual leave cash-out program for that following calendar year.

In the event an employee has less hours in their leave bank at the time the cash-out is to be paid than they had previously elected to cash-out, the employee shall only be paid for up to the amount that was accrued that calendar year that is remaining in their designated leave bank at the time of

the actual cash-out.

If an employee makes an irrevocable election to cash-out leave in the following calendar year and uses leave during that subsequent calendar year, the leave used may come from leave the employee had earned (if any) prior to January 1st of the calendar year the employee had elected to cash-out and/or in the same calendar year. The employee's use of earned, but unused leave accumulated from previous calendar years shall not result in a reduction in the amount of leave hours the employee is eligible to cash-out.

An employee who experiences an unforeseeable emergency may be permitted to make a new irrevocable election and/or to increase the amount of a previous election, subject to the same value that was permitted at the time the annual irrevocable election forms were due.

For these purposes, an "unforeseeable emergency" means a financial hardship to the employee resulting from any of the following:

- Accident, illness, injury or death of the employee or an immediate family member. For this purpose, an "immediate family member" is restricted to a spouse, registered domestic partner, child/legal dependent, or parent; or
- Loss of extensive damage to the employee's property due to casualty; or
- Other similar extraordinary and unforeseeable circumstances arising as a result of events beyond the control of the participant.

Whether an occurrence is an unforeseeable emergency shall be solely determined by the City Manager or designee.

The City shall make a form available for employees to make their irrevocable election.

ARTICLE 12 - SICK LEAVE

- A. Sick leave with pay shall be granted to every full time employee who has been continuously employed for a period of time in excess of 30 days. Such sick leave shall be granted by the City, at the rate of 8.00 hours per month (96 hours per year) for each full calendar month of continuous employment with the City, including time served in probationary status.
- B. Sick leave is paid leave from work that can be used for the following:
 - (a) diagnosis, care, or treatment of an existing health condition of, or preventative care for, an employee or any of the following of the employee's family members: child of any age or dependency status; parent; parent-in-law; spouse; registered domestic partner; grandparent; grandchildren; or sibling; or

- (b) for an employee who is a victim of domestic violence, sexual assault, or stalking to: i) obtain or attempt to obtain a temporary restraining order or other court assistance to help ensure the health safety or welfare of the employee or his or her child; or ii) obtain medical attention or psychological counseling; services from a shelter; program or crisis center; or participate in safety planning or other actions to increase safety.

For full time employees, one-half of the employee's accrued and available annual sick leave is protected and may be used for any of the purposes stated above. However, the City permits that a total of eighty (80) hours of sick leave may be used per calendar year for family sick leave purposes.

C. Sick leave accrual and maximum:

1. On July 1, 2012, any existing sick leave balance was placed in a separate leave bank and the amount of that bank shall not be increased nor added to. The hours in the bank shall be subject to the reimbursement provisions described below in Section 12H. The employee shall be allowed to utilize this sick leave bank balance to fund future illnesses/sick leave. However, the employee shall not be required to utilize this sick leave account unless or until the employee elects to do so. Employees with sick leave hours in bank #1 who service retire from the City, may receive 50% of the hours in bank #1 paid at his/her base hourly rate of pay at the time of retirement. For example if an employee had 1,000 hours of sick leave in this account and retired for service, the employee would be provided 50% cash out upon service retirement. Accordingly, the employee has the option of utilizing the following newly created 800 hour sick leave account before utilizing this frozen account. Employees hired on or after July 1, 2012 do not have a sick leave (bank #1) as described in this paragraph.
2. Commencing on July 1, 2012, sick leave earned by bargaining unit members shall be deposited into a second sick leave account which shall be capped at a maximum of 800 hours. Upon accruing 800 hours in this sick leave account there shall be no further accrual of sick leave unless or until use results in a balance of less than 800 hours. Employees who retire from the city with more than 10 total years of city service, beginning from the date of employment, shall be eligible to cash out sick leave in the "second" sick leave account at the rate of eighteen (18) hours for each one full year (12 months) of city service at regular rate of pay.
3. Upon death of an employee prior to retirement, the City will pay to the employee's designated beneficiary the employee's accumulated sick leave accrual in an amount consistent with the above retirement-related pay-out schedules as separately set forth in C(1) and C(2) above.

- D. In order to receive compensation while absent on sick leave, the employee shall notify his/her immediate supervisor, prior to the beginning of his/her daily duties or as specified by the Police Chief. A supervisor may require an employee to submit a health care provider's statement of illness or other satisfactory verification of illness regardless of the

length of an employee's period of absence. Following any period of absence, a supervisor may require of the employee that they submit a health care provider's certificate indicating that they are capable of returning to duty.

- E. The City Manager may, at any time in order to receive further information with respect to the ability of the employee to perform his job duties, request such employee to submit to a medical examination, either physical or mental, at the expense of the City.
- F. Refusal of any employee to submit to such a medical examination shall constitute insubordination and grounds for disciplinary action.
- G. Government Code Section 21163 provides in pertinent part that the retirement of a PERS member who has been granted or is entitled to leave, shall not become effective until the expiration of sick leave with compensation, unless the member applies for, or consents to, his or her retirement as of an earlier date, *or unless, with respect to sick leave, the provisions of a local ordinance or resolution or the rules or regulations of the employer provide to the contrary.* In this regard, it is acknowledged that with regard to non-industrial disability retirements, it is the rules and regulation of the City that no employee shall be entitled to use or receive cash distribution of sick leave on or after the effective date of said retirements and that any such retirement shall be effective regardless of the employee having sick leave remaining in the employee's account. Additionally, it is acknowledged that with regard to individuals suffering from an industrial disability and/or being granted an industrial disability retirement, that the following sick leave rules and regulations shall apply:
 - 1. In any instance where the local safety member has exhausted eligibility for benefits pursuant to Labor Code Section 4850, but is not eligible for disability retirement at said time yet remains incapacitated from performance of the essential duties of the employee's position, then the employee shall have the option of electing to receive their sick leave balance existing at the time of exhaustion of the Labor Code Section 4850 benefits in accordance with the sick leave cash-out schedule contained in Section H of this Article 12 (as eligible based on hire date), with said amounts to be distributed during each payroll period until said 50 percent amount has been exhausted. In no case shall any such distribution during one pay period exceed the gross salary to which the employee would otherwise be entitled during said pay period.
 - 2. However, if said employee is eligible for an industrial disability retirement prior to exhaustion of benefits under Labor Code Section 4850 or simultaneous with the same, and still has sick leave remaining on account, then the retirement shall still become effective and the safety employee shall be provided a one-time cash distribution of the employee's sick leave balance as it existed on the effective date of the industrial disability retirement in accordance with the sick leave cash-out schedule contained in Section H of this Article 12 (as eligible based on hire date). Further, said employee shall then be paid the cash value of accumulated vacation, holiday, and compensatory time off in one lump sum.

- H. Starting in December of 2019 and the first payroll date following December 1st of each year, each member may elect to cash out sick time annually at 75% value (e.g., 96 hours cash-out = 72 hours pay) Upon accumulation of sick leave hours above the identified levels below, an employee may elect to cash-out accumulated sick leave hours, as long as the employee's account contains the indicated amount after the cash out. Requests for cash-out will be processed and shall be submitted in a manner prescribed by the City.

2019-2020 Fiscal Year

Cash Out Hours: 110

Minimum Sick Hours Maintained: 470

2020-2021 Fiscal Year

Cash Out Hours: 125

Minimum Sick Hours Maintained: 440

2021-2022 Fiscal Year

Cash Out Hours: 140

Minimum Sick Hours Maintained: 410

- a) Members may elect to cash out less hours then the maximum allowed.
- b) The number of minimum sick hours to be maintained can be the number of hours in either Bank #1, Bank #2 or a combination of the hours in both Bank #1 and Bank #2.
- c) Members may elect which Sick Bank they wish to cash out hours from.
- d) When a member calls in sick for duty, he/she will complete the city's employee absent form and may elect which bank (Bank 1 or Bank 2) he wishes to have his/her sick time come from. If no sick bank is elected his/her sick time will automatically come from Bank 2.

- I. Catastrophic Leave Bank. Membership in the Catastrophic Leave Bank will be voluntary and require an annual sick leave contribution of 8 hours pursuant to the provisions of Administrative Policy No. 30-10.

ARTICLE 13 - BEREAVEMENT LEAVE

Each regular employee may be granted bereavement leave at the discretion of the Chief of Police whenever death occurs to a member of the employee's immediate family. Bereavement leave may not exceed three shifts, however, if travel outside the State of California, or within the State of California but extending beyond a distance of 300 miles from Monterey Park is necessary, bereavement leave may be extended to a total of five shifts. Shifts of Bereavement Leave are to be charged to an account separate from the employee's sick leave account.

Immediate family, for the purpose of bereavement leave, shall include: spouse, registered domestic partner, father, father-in-law, mother, mother-in-law, child, stepchild, grandparents, grandchildren, brother, brother-in-law, sister or sister-in-law of the employee.

ARTICLE 14 - MILITARY LEAVE

Military Leave of Absence shall be granted in accordance with provisions of the City of Monterey Park's Personnel System Rules and Regulations, Administrative Policy 30-14 and under State and Federal law.

ARTICLE 15 - JURY DUTY LEAVE

An employee who is required to serve as a trial juror, or is required to appear in court as a witness except as the litigant in the case, shall be allowed to be absent with pay, from assigned duties within the City, during the period of such service or while necessarily being present in court.

Under such circumstances, the employee shall receive regular salary while on such leave, provided that the employee remits to the City any payments or fees received as a witness, or as a juror, with the exception of travel pay, which may be retained by the employee.

The employee shall immediately advise the Department of receiving a court subpoena or governmental hearing order to serve as a witness. The employee shall be allowed leave with pay during the period of such service.

The employee shall advise the Department upon receiving a court order to appear for the initial examination as a prospective juror, or subsequently to serve as a juror. The granting of such leave with pay shall be subject to the approval of the City Manager.

ARTICLE 16 - LEAVE OF ABSENCE WITHOUT PAY

Except as modified herein, Leave of Absence shall be governed by Personnel Rule XI. Attendance and Leaves, Sec. 4 Leave of Absence, of the Personnel System Rules and Regulations of the City of Monterey Park.

- A. Leave of Absence Without Pay - The City Manager may grant a regular employee a leave of absence without pay for a period not to exceed ninety (90) calendar days. However, no such leave shall be granted unless the employee's Department Director recommends and the City Manager has approved said leave prior to its commencement date. Upon a showing of good and reasonable cause, the City Manager has authority to retroactively define an unauthorized non-paid leave of absence as being approved and sanctioned.

No such leave shall be effective except upon written request of the employee following exhaustion by the employee of all accrued paid leaves of absence (except sick leave - see below), including but not limited to vacation, holiday and compensatory time off. If the non-paid leave of absence is solely attributable to a medical condition which would allow the employee to utilize accumulated sick leave, then said sick leave shall be exhausted prior to the granting of any leave without pay status. However, those employees taking a non-paid leave of absence pursuant to the FMLA/CFRA are not required to use accrued compensatory time earned in lieu of overtime. Additionally, any such employee on a non-paid leave of absence pursuant to FMLA/CFRA, shall be required to use sick leave concurrently with said leave only if the leave is for the employee's own serious condition.

The City Council may authorize a regular employee to utilize leave of absence without pay for a period not to exceed the accumulated total of one hundred and eighty (180) calendar days during the entire term of the employee's service on behalf of the City. For example,

if during an employee's length of service with the City, said employee has been granted an accumulated total of one hundred and eighty (180) calendar days of leave without pay, then said employee shall not be eligible for any additional leave without pay status for any duration of time.

The granting of a leave of absence without pay consistent with this policy shall be documented in writing by the City Manager and a copy of said documentation shall be filed with the Director of Human Resources and Risk Management.

In any instance where an employee is utilizing an approved leave of absence without pay for a period of time greater than fifty percent (50%) of a pay period, said employee shall accrue no leave benefits or seniority for the duration of time while in said status.

All requests for approval of leave without pay shall be initiated by the subject employee making said request on a City provided personnel action request form and said form shall become a permanent part of the employee's personnel file.

- B. Maintenance of Insurance Benefits while on Leave of Absence Without Pay - It shall be the policy of the City that when an employee maintains employment status but is in a non-paid leave of absence, then the City shall make no premium or other contributions necessary to maintain in force and effect, any or all insurance coverage for which an employee would be otherwise eligible except as required by law. If such an employee desires to maintain during an authorized non-paid leave of absence, any or all insurance benefits otherwise available to an employee, then said employee shall be required to deposit any and all insurance premium payments with the City Director of Management Services on the date that the City is otherwise required to remit insurance premium payments to the carrier. Each employee shall be advised in writing of this City policy at the commencement of the authorized leave of absence without pay. There shall be no additional notices of said obligation provided to the employee.

ARTICLE 17 - FMLA/CFRA COMPLIANCE

It is the stated intent and policy of the City that should any provision within a Memorandum of Understanding, these rules and regulations, or any other policies or procedures adopted by the City or any of its subdivisions be in violation of the California Family Rights Act and/or the Federal Family and Medical Leave Act, then such provision is null and void.

ARTICLE 18 - INDUSTRIAL INJURY AND ILLNESS LEAVE

- A. Except as modified herein, Industrial Injury and Illness Leave shall be governed by Personnel Rule XI, Section 4a, Industrial Injury and Illness Leave of the Personnel System Rules and Regulations of the City of Monterey Park and state law.
- B. Subject to the requirement of Article 12, Section A of this Memorandum of Understanding, the City may make application for an employee's industrial disability retirement and said retirement shall not be effective without the member's consent earlier than the date upon

which leave of absence without loss of salary under Section 4850 of the Labor Code because of the disability terminates, or the earlier date during the leave as of which the disability is permanent and stationary as found by the Worker's Compensation Appeals Board. (Government Code Section 21164).

- C. An employee who is absent due to an Industrial Injury for an extended period of time will be considered to be on a Monday through Friday 0800 hours - 1700 hours schedule. The employee shall not be required to be at any specific location during this time period, however, must be available by cell phone.

ARTICLE 19- MODIFIED DUTY

- A. It is the policy of the City to return work related injured or ill employees to work as quickly as is medically feasible. Every effort will be made to make "modified work" available to industrially injured employees who are not medically ready to return to full duties, but are able to perform light or modified duties without the likelihood of aggravating the injury. "Modified work" is defined as the performance of limited job tasks which do not encompass all of the essential duties for that particular job class or assignment to job tasks not typically performed by the employee but that provide productive work opportunities. "Modified duty" shall only be made available until the employee's condition becomes "permanent and stationary" or reaches maximum medical improvement under the prevailing workers' compensation statute and in no case shall extend beyond the statutory benefit period afforded under Labor Code Section 4850 for safety personnel. "Modified duty" shall not be considered a reasonable accommodation since the essential duties for the job are not taken into consideration.
- B. Modified duty may be allowed only if all of the following conditions are met:
1. The Chief of Police determines that he/she has productive work available, which is within the work restrictions imposed by the qualified medical specialist. Any such decision by the Chief of Police shall not be subject to administrative or court challenge.
 2. The Risk Manager concurs that such work will not impose an unacceptable level of risk to the City or the employee; and
 3. The City Manager concurs that the modified work assignment of the named employee is in the best interests of the City.
 4. The determination of availability of a modified work assignment shall be made on a case-by-case basis and at the sole discretion of the City.
 5. No modified duty assignment shall be made prior to conditions 1-3 being met;
 6. There shall be no appeal of any decision which results in no assignment of modified duty being made.

C. Non-Industrial Modified Duty

1. In addition to the above, non-industrial modified duty may be assigned when the following additional criteria are met (pregnancy disability not subject to the restrictions described below):
 - a. Employee meets all the criteria as stated in Section C of this article.
 - b. Employee receives a medical release from the designated City doctor that modified duties may be performed.
 - c. The prognosis is for the injury/illness to exceed 2 weeks (14 days).
 - d. The employee is released to work a full shift (either 5/8, 4/10, or 3/12.5 schedule to be assigned based on modified duty considerations and at the sole discretion of the Police Chief).
 - e. The employee's schedule is to be determined at the sole discretion of the Chief of Police. The Chief's determination shall not be subject to any administrative or court challenge.
 - f. Modified duty for non-industrial injury/illness shall not exceed 30 calendar days in a rolling twelve-month period. The Police Chief, at his/her sole discretion, may grant a one-time extension of up to an additional thirty (30) calendar days based on receipt of an updated doctor's note.
 - g. An individual on non-industrial modified duty may be assigned to any Division of the Police Department or any Department of the City.
 - h. No more than one individual may be assigned non-industrial modified duty at any one time unless it is determined at the sole discretion of the Chief of Police that sufficient work exists to accommodate more than one individual. The Chief's determination shall not be subject to any administrative or court challenge.
 - i. No individual may be assigned, or continue to be assigned, non-industrial modified duty if there is any Officer assigned modified duty for an industrial injury unless it is determined at the sole discretion of the Chief of Police that sufficient work exists to accommodate more than one individual. The Chief's determination shall not be subject to any administrative or court challenge.
 - j. At all times, industrially injured individuals shall have precedence for modified duty assignments over non-industrial injured individuals.

ARTICLE 20 - UNIFORM ALLOWANCE

- A. The annual uniform allowance is currently \$725 and shall increase to \$1,000 effective July 8, 2023. The employees will receive cash payment for the uniform allowance the first full pay period after July 1. ~~The City shall continue its credit/retail account program with a retail outlet to be determined by the City, in lieu of cash payment of the uniform allowance for officers required to wear a police uniform (personnel assigned to Patrol & Traffic). All remaining personnel (Detectives, Administration, Training, Technical Services, Professional Standards, and the Community Relations Commander) may choose to receive cash payment for the uniform allowance in October of each contract year or receive credit/retail account with a retail outlet to be determined by the City.~~ All uniform allowance cash payments will be reported on the employee's W-2 form under "Other Compensation" to meet Internal Revenue Service requirements. Uniform allowance shall not be credited to the employee that has been absent, for any reason, from active uniformed service for any time in excess of one-half of the fiscal year. Uniform allowance shall be provided on a prorated basis for those employees.

~~In addition, the following shall apply:~~

- ~~1. Employees may choose to receive cash payment for the uniform allowance each fiscal year. Requests to receive the cash payment shall be submitted no later than the first paycheck of June for the following fiscal year cash option.~~
- ~~2. Employees who do not elect to receive a cash payment and who do not use the full \$725 allowance with the retail outlet will receive any remaining balance as cash payment for uniform maintenance or other uniform related costs the second payroll in June.~~

The parties agree that this is special compensation and shall be reported as such to CalPERS for "classic members", to the extent legally permissible, pursuant to Title 2 CCR, Section 571(a)(5) and shall be reported in equal amounts per pay period, regardless of when used or paid to the employee.

- B. The number of retail outlets utilized for the credit/retail account program will not exceed four locations. The selection of the outlets is to be determined by the City, after consultation with the Association.

A listing of uniform items eligible for purchase, as approved by the Chief of Police, shall be maintained in the Police Department policy manual. All equipment and uniforms must meet departmental standards and expectations. Should the Police Chief or his/her designee identify uniforms or equipment that needs to be replaced or that fails to meet the department standard, the employee will be responsible for replacing the item at his/her cost.

ARTICLE 21 - HEALTH INSURANCE

A. Medical Insurance (Active Employees)

Employees will receive insurance coverage through CalPERS under the California Public Employees' Medical and Hospital Care Act (PEMHCA). The City's contribution toward medical insurance under PEMHCA will be the minimum employer contribution (MEC) required by PEMHCA (in ~~2023~~2019 the MEC is \$~~151~~136/month).

B. Retiree Medical Insurance

1. Employees Hired On or After January 1, 2016

Employees who are hired into City service on or after January 1, 2016 and retire from the City, will be eligible for medical insurance provided by PEMHCA and the City will contribute the minimum employer contribution (MEC) as required under PEMHCA. For 20~~23~~19, this amount is \$~~136~~151 per month. PEMHCA determines the amount annually and therefore, this is subject to change.

2. Retiree and Employees Hired Prior to January 1, 2016

Current retirees and employees who were hired on or before December 31, 2015 will be eligible for medical insurance provided by PEMHCA and when enrolled in PEMHCA, receive a City contribution equal to the MEC under PEMHCA. The City shall also make a monthly contribution to a retiree Health Reimbursement Account (HRA) for the difference between the MEC and the contribution amount set forth below (subject to the actual premium of the PEMHCA plan):

- a. If the employee retired from City employment with less than 20 years of City service, and remains enrolled in PEMHCA in retirement he/she will receive up to \$485/month (includes the MEC) toward the purchase of medical insurance under PEMHCA for retiree and all eligible dependents.
- b. If the employee retired from City employment with 20 or more years of City service, and remains enrolled in PEMHCA in retirement he/she will receive up to \$650/month (includes the MEC) toward the purchase of medical insurance under PEMHCA for retiree and all eligible dependents.
- c. Medicare

Retirees must comply with the Medicare enrollment requirements set forth by PEMHCA and the City's health plan program.

~~d. Actuarial Study~~

~~The City will authorize the payment for and preparation of an actuarial study of the projected cost of MPPOMMA's proposal during negotiations for the 2022-2023 MOU. The City commits to presenting the actuary's report to MPPOMMA~~

~~and to further consider MPPOMMA's proposal during the negotiations for a successor MOU to the 2022-2023 MOU.~~

C. Dental Insurance

The City will contribute up ninety-five (\$95) per month. The employee will pay any and all premiums due in excess of the City's contribution under the City's Cafeteria Plan (Section 125).

D. Vision Insurance Plan

The City shall provide a vision insurance plan. The City will contribute up to twenty (\$20) dollars per month for the employee and eligible dependents. The employee will pay any and all premiums due in excess of the City contribution under the City's Cafeteria Plan. The plan design shall be: Examination every 12 months; Frames and Lenses every 24 months. Deductible shall be \$10.00/exam; \$20.00/frame and lenses.

E. Section 125 Cafeteria Plan

1. The City agrees to maintain a premium conversion plan for all active unit members to provide for the pre-tax deduction of the employee's share of premiums toward medical coverage, and when applicable, the employee's share of premiums toward the dental plan as well as any premium payment for CalPERS Long Term Care which the employee may elect to participate in an pay through payroll deduction.
2. The City's contribution under the Section 125 Cafeteria plan for active employees shall be up to one thousand ~~four~~^{three} hundred and ~~seventy~~^{twenty}-five dollars (\$~~1,475~~^{1,325}) per month for employees electing to enroll in a medical plan in PEMHCA. ~~Effective the beginning of the pay period following January 1, 2021, the City's contribution to the Cafeteria Plan for active employees will increase by seventy-five dollars for a total monthly contribution of \$1,400 per month. Effective the beginning of the pay period following January 1, 2022, the City's contribution to the Cafeteria Plan for active employees will increase by seventy-five dollars for a total monthly contribution of \$1,475 per month.~~ The City's contribution will include the PEMHCA MEC (\$~~151~~¹³⁶ per month for ~~2023~~²⁰¹⁹) toward the medical plan and the balance may be used for other eligible expenses. Eligible expenses include: (1) medical insurance premiums, (2) dental insurance premium, (3) vision insurance premium, and cash (as set forth below). Employees will be responsible for paying the amount of the total insurance premium that exceeds the City's contribution via the Cafeteria Plan (IRC Section 125 Plan).
3. For employees who elect to waive medical insurance from the City (opt out), the City will pay \$300/month in cash to the employee. In order to receive the opt-out incentive, the employee must annually certify that he/she has medical insurance coverage in a group plan (other than Covered California) that provides minimum essential coverage under the Affordable Care Act for the employee and all members

of his/her tax family.-

4. Specific details of this cafeteria plan will be contained in a plan document available for review by employees at the City's Human Resources Department.

F. Affordable Care Act Reopener

The City may reopen negotiations at any time during the term of the MOU to meet and confer over impacts of the Affordable Care Act.

N

ARTICLE 22 – RETIREE HEALTH SAVINGS PLAN CARE TRUST

- A. ~~Effective following July 1, 2020, the city shall establish a Retiree Healthcare Trust (RHT) and full-time Unit member will be eligible to self fund contributions towards it.~~ Beginning July 8, 2023, the City has agreed to provide contributions for full-time Unit employees toward a Retiree Health Savings Plan ("RHSP") as described in this Section.
- B. The intent of the RHSP is to help participants pay eligible medical expenses during retirement using tax-deferred funds.
 1. Eligible expenses include retiree health plan premiums, Medicare premiums, long-term care premiums and out of pocket health expenses.
- C. The City agrees to contribute the dollar equivalent of 48 hours annually of unpaid sick time to the Unit employee's RHSP account. These contributions will be made for each complete calendar month of an employee's active City service. For example, each eligible member will receive 4 hours per month contribution equaling 48 hours annually. The employee's annual sick leave accrual will be reduced from 96~~144~~ hours annually to 48~~96~~ hours annually (see Article 12~~9~~, page 20~~9~~).
- D. Contributions to the RHSP are 100% vested.
- E. Contributions and earnings on the contributions to the RHSP accumulate on a tax-free basis and are not subject to tax if they are used to pay for eligible medical expenses for participants and their eligible dependent(s).
- F. Participants are allowed to self-direct all account assets into one of more of the investment options available within the RHSP.

- G. The RHSP shall provide for benefits to be paid to a Unit employee after separation from City service based upon contributions made on behalf of such employee and shall not define a particular benefit to be paid to such employee.
- H. Unit employees, whether active or terminated, may not transfer their RSMP account to a similar plan not sponsored by the City.
- I. In the event of death, the participants account will transfer ownership to a surviving spouse or tax-qualified dependent. If the participant does not have a spouse or tax-qualified dependent, the unused assets will be forfeited back to the plan and distributed to plan participants on a pro-rata basis.
- J. The RHSP will be administered by the authorized plan administrator designated by the City in a manner consistent with this Agreement. Administration fee will be paid by plan participants.
- K. The City may change the RHSP at any time during the term of this Agreement, provided that the amount of contributions to the RHSP specified in Section C above do not change. Any change shall not affect any contributions that have vested under Section C above.
- L. Effective on July 8, 2023, each member has an option to use the second sick leave account (Article 12(C)(2)) at 75% cash value, vacation leave account, and/or holiday leave account to deposit up to 300 hours of leave on behalf of each employee in the unit in their RHSP account (i.e. 300 sick leave hours is equivalent to 225 cash hours). If the total of the balance from all 3 leave banks is less than 300 hours, then only the value of the total number of leave hours available (even if less than 300) shall be deposited on behalf of that employee in their RHSP account. This is a one-time contribution. In no event shall this contribution exceed any IRS contribution limits. Ongoing contributions shall continue per Article 22(C), subject to any IRS contribution limits. For purposes of this provision, all leave hours shall be valued at base hourly rate as of July 8, 2023.

~~A.~~

ARTICLE 23 - DEPENDENT CARE FLEXIBLE SPENDING ARRANGEMENT & HEALTH REIMBURSEMENT ARRANGEMENT

Effective January 1, 2017, the City will offer a voluntary medical and dependent care flexible spending accounts to employees. The City will pay the administrative fee for the plans and the

employee will be responsible for individual account fees.

ARTICLE 24 - LIFE INSURANCE PLANS

- A. Life Insurance –The City shall provide each employee covered under this MOU a term life insurance policy in the amount of \$100,000.
- B. Supplemental Life Insurance may be purchased by each employee in \$10,000 increments with a maximum face value of \$300,000, or three times (3X) the individual's gross salary, whichever is less. Any premium cost for supplemental insurance shall be borne by the employee.

ARTICLE 25 - EDUCATIONAL INCENTIVE PAY

The City agrees to maintain an Educational Incentive Pay Plan which provides additional compensation as follows:

- A. \$275.00 compensation per month for an Advanced POST Certificate (increasing to \$325.00 per month effective July 8, 2023), \$400.00 additional compensation per month for a Supervisorial POST Certificate, \$475 additional compensation per month for a Management POST Certificate, for an employee who does not otherwise qualify for the educational incentive pay as provided for in this article. ~~In no case shall the total additional monthly compensation under this section A of the Education Incentive Pay article exceed \$550 per month.~~
- B. \$135.00 additional compensation per month for an employee with an Associate of Arts degree or 60 units of college credit from an academic institution accredited by the Western Association of Schools and Colleges or an accrediting organization recognized by the Council of Post Secondary Education in any major.
- C. \$275.00 additional compensation per month for an employee with a Bachelor's degree from an accredited academic institution as described above in a major reasonably related to the employee's work or consistent with a career objective with the City. Effective July 1, 2023, this pay shall be set at five percent (5%) of the employee's base monthly salary.
- ~~D. \$325.00 additional compensation per month for an employee with a Master's degree from an accredited academic institution as described above in a major reasonably related to the employee's work or consistent with a career objective with the City. Effective July 1, 2023, this pay shall be set at six percent (6%) of the employee's base monthly salary.~~
- ~~E.D. If an employee possesses any combination of both a Bachelors/Masters Degree and a Supervisorial/Management POST Certificate, they will be compensated \$550 per month. In no case shall the total additional monthly compensation for possessing a certification as identified in section A and a degree as identified in section B,C,D exceed \$550 per month.~~

~~F.~~ The above amounts shall not be cumulative. except, employees shall be eligible for the highest level of POST certificate and Education to which they qualify.

~~G.E.~~ The parties agree that this is special compensation and shall be reported as such to CalPERS, to the extent legally permissible, pursuant to Title 2 CCR, Section 571(a) (2) – Educational Incentive Pay.

ARTICLE 26 - EDUCATIONAL ENROLLMENT COST REIMBURSEMENT

Educational costs shall be limited to two thousand dollars (\$2,000) annually per unit member for eligible reimbursement expenses as defined within this Article. The City agrees to reimburse employees for the cost of enrolling in college-level courses in an academic institution accredited by the Western Association of Schools and Colleges or an accrediting organization recognized by the Council of Post Secondary Education directly related to their employment, or compatible with a career goal with the City. Enrollment cost reimbursement is subject to approval by both the Chief of Police and the Director of Human Resources and Risk Management. In rendering a reimbursement determination, the Chief of Police and the Director of Human Resources and Risk Management shall consider whether or not the course(s) for which the reimbursement is sought is related to the employee's then existing principal duties and the availability of funds for reimbursement purposes. No employee shall be entitled to reimbursement unless pre-course enrollment written authorization for reimbursement is received from the Chief of Police and the Director of Human Resources and Risk Management. The reimbursement eligibility determinations described herein are not subject to any administrative or judicial appeal procedure and the decision of the Chief of Police and the Director of Human Resources and Risk Management shall be final.

Enrollment cost reimbursement will be paid according to the following schedule:

1. If tuition or fees are equal to or less than current California State University at Los Angeles fees, the City will pay 100% of the tuition fees.
2. If tuition or fees exceed California State University at Los Angeles fees, the City will pay an amount equal to 100% of the California State University at Los Angeles fees.

An employee will be reimbursed up to twenty-five dollars (\$25.00) for books each semester or equivalent if he/she is enrolled in six (6) or less units; an employee will be reimbursed up to fifty dollars (\$50.00) for books each semester or equivalent, providing he/she is enrolled in seven (7) or more units. Reimbursement shall only be for books required for the course. All requests for reimbursement shall be accompanied by valid receipts.

ARTICLE 27 - BILINGUAL PAY

The City shall pay an additional one hundred fifty dollars (\$150) per month to each employee, who is capable of speaking and interpreting a foreign language as deemed useful by the City.

The parties agree that this is special compensation and shall be reported as such to CalPERS, to the extent legally permissible, pursuant to Title 2 CCR, Section 571(a)(4) – Bilingual Premium.

ARTICLE 28 – SPECIAL ASSIGNMENT PAY

A. Special Assignments

Effective July 8, 2023, tThe City agrees to pay ~~two~~three hundred (\$~~2~~300.00) per month as special assignment pay for employees regularly assigned to the positions of:

Police Lieutenant: Administration, Investigations, Operational Support

Police Sergeant: Technical Services, Traffic Bureau, Detective, and Training/Community Relations

B. Duration of Special Assignments

The term of any one (1) particular special assignment shall be for a period of forty-eight (48) consecutive months from the date of placement in the particular special assignment, with the employee having the option to elect an additional twelve (12) month period of service in the special assignment, resulting in sixty (60) consecutive months of placement within a special assignment. The employee shall notify the Office of the Chief of Police in writing not later than the end of the forty-fifth (45th) consecutive month of special assignment service, as to whether or not the employee elects an additional twelve (12) month period of service.

At the conclusion of the initial forty-eight (48) month, or the extended sixty (60) month term, the Chief of Police may, at his/her sole discretion, extend the term of an employee's special assignment up to an additional six (6) months if the Chief of Police determines it is in the best interests of the Department to do so because of the employee's involvement in a particular project, investigation or other matter is required.

Any affected employee performing in a specialty assignment may submit a written request to the Chief of Police, proposing that the employee be assigned out of the special assignment. The decision of the Chief of Police as to whether or not such request shall be granted and if so, when the reassignment shall be effective, lies in the sole discretion of the Chief of Police, whose determination shall not be subject to administrative or civil challenge or appeal.

C. At the conclusion of the above-described term of specialty assignment, or upon being granted exit from said assignment during its term, the affected employee shall be eligible to apply for a different specialty assignment, but shall be ineligible to be appointed to the same specialty assignment which term has just been completed, or from which the employee has exited during the term, for a period of 12 months from the last date of service in the specialty assignment.

- D. Reassignment in a specialty position of the same or different type than that, in which the affected employee has previously performed services, shall be subject to all applicable policies, practices and procedures utilized by the Chief of Police for selection of participants in specialty assignments.
- E. All affected employees participating in a special assignment, shall be subject to the removal/appeal policies and procedures set forth below in subsection 6.
- F. Removal from Special Assignment

Appeal procedures for employees removed from specialty assignments after twelve months or more of receiving the assignment:

A California Court of Appeal case has recently held that in many circumstances, reassignment from a special assignment as described above and loss of bonus compensation, can be implemented only upon the Department stating cause for the reassignment, and with the Officer then having a right to contest the reassignment through all available administrative appeal procedures. In this case, said procedures may include access to a trial-type evidentiary hearing before a hearing officer pursuant to Article 7 of the MOU. (The City does not acknowledge that said court ruling is controlling, yet it does form the basis for the compromise described in this Article.). However, the following limitation shall apply to administrative appeals conducted pursuant to Article 7 of the MOU and which regard reassignment from a special assignment as that term is used in this Article:

Each party to the Article 7 administrative appeals before a hearing officer shall be limited to a maximum of eight (8) hours of presentation time during conduct of an administrative appeal pursuant to MOU Article 7 (C)(4) Level IV Administrative Hearing. For purposes of time-limit computation only, the Association and any one (1) employee, as well as any other entity that may properly be appearing on behalf of or with an interest similar to the MPPOMMA or employee, shall be jointly deemed to be the same one party for computing the time limitation on presentations. Accordingly, the time limitation shall not be multiplied by the number of individuals or entities appearing, on behalf of, or with an interest similar to, the individual employee who has been reassigned.

"Presentation Time" against which shall be charged the eight (8) hour presentation time limitation, shall include oral opening statement and oral closing argument, direct/redirect examination of witnesses, rebuttal and sur-rebuttal witness testimony, demonstrations and site inspections (excluding travel time to and from the site). Cross examination shall not be counted as part of the "Presentation Time."

The hearing officer shall record and maintain account of all such hours by means of a timekeeping device suitable to the task. Absent stipulation by the parties to extend the eight (8) hour limitation, the hearing officer shall have no authority to extend said limitation.

1. Appeal procedures for employees removed from specialty assignments in less than twelve (<12) months of receiving the assignment:

The following administrative appeal process is established pursuant to Government Code § 3304.5. It shall supplement, though not replace, the disciplinary appeal processes established in other provisions of the Memorandum of Understanding (“MOU”) between the City of Monterey Park and the Monterey Park Police Officers’ Mid-Management Association.

This procedure shall not apply to disciplinary actions for which officers already are entitled to receive an appeal hearing pursuant to either the Grievance Article or Special Assignment Pay Article of the Memorandum of Understanding. It shall only apply to punitive actions, as that term is defined by Government Code § 3303, for which officers do not already receive an appeal hearing under either Grievance Article or Special Assignment Pay Article of the Memorandum of Understanding. MOU Article 7 Grievance Procedure applies to disciplinary action “as defined by City Personnel Rules and Regulations.” Personnel Rule XV(1) defines disciplinary actions as being limited to suspensions without pay, reduction in class position or dismissal. Thus, this particular procedure shall only apply to the removal of employees from their specialized assignment within the first twelve (12) months of receiving such an assignment.

a. Right to Administrative Appeal

1. Any public safety officer (as defined by Government Code § 3301) who is subjected to punitive action (as defined by Government Code § 3303) other than dismissal, demotion (reduction in class position) or suspension is entitled to an administrative appeal pursuant to this procedure. An officer shall be entitled to appeal an action upon receiving written notification of such action.
2. Unit members subjected to dismissal, demotion, or suspension shall continue to be entitled to an appeal in accordance with existing procedures set forth in other provisions of the Memorandum of Understanding.
3. Each Party shall bear their own costs incurred under this procedure.

b. Notice of Appeal

1. Within ten (10) calendar days of receipt by a unit member of written notification of punitive action, the Lieutenant or Sergeant shall notify the Chief of Police in writing of the intent to appeal the punitive action.
2. The notice of appeal shall specify the action being appealed and the substantive grounds for the appeal.

3. Failure to timely serve written notification of an appeal shall result in waiver of any right to appeal.

c. Hearing Officer

The City Manager or designee shall act as the hearing officer. The determination of the City Manager or designee shall be administratively final and binding.

d. Burden of Proof

The City shall have the burden of proving by a preponderance of the evidence the facts which form the basis for the punitive action and the burden of proving that the punitive action was reasonable under the circumstances.

e. Conduct of Hearing

1. For the purposes of this specific hearing regarding the proposed removal of a unit member within the first 12 months of a specialized assignment the provisions of Government Code § 11513 shall apply to the hearing. The City understands that an employee cannot be compelled to testify even if the employee does not testify in the presentation of his/her case.
2. Following the presentation of evidence, if any, the parties may present verbal closing arguments and/or in the sole discretion of the hearing officer, written closing arguments, as well.

f. Record of Hearing

1. The hearing shall be audio recorded. The cost to receive a transcript of the hearing shall be borne by the party requesting the transcript.

g. Representation

The employee may be represented by a representative of his or her choice at all stages of the proceedings. The appointing authority shall also be entitled to representation at all stages of the proceedings.

h. Decision

1. The City Manager or designee shall serve the parties with written notice of his/her decision within thirty (30) calendar days of submission of the case by the parties.

2. The decision shall be served by first class mail upon the appointing authority and the officer as well as his/her attorney or representative. The decision shall advise the officer that the time within which judicial review of the decision may be sought is governed by Code of Civil Procedure § 1094.6.
3. If applicable, the decision to return the employee to his/her specialized assignment shall include back pay.

ARTICLE 29 - SALARIES AND WAGES

~~Beginning with the first day of the pay period in which the MPPOMMA membership ratifies the tentative agreement setting forth the changes in this MOU, but no more than two (2) pay periods preceding ratification of the MOU by the City Council~~ Effective July 8, 2023, the salary ranges for all classifications in this bargaining unit shall be increased by an equity adjustment of 3.3%, plus a cost of living increase of 7.0%, for a total increase in each unit member's base pay of 10.3%

~~Essential Worker Premium Pay under ARPA: The City will make a one-time non-PERSable payment of \$8,000 per employee who was employed in a sworn classification with the City of Monterey Park prior to March 31, 2021 and is employed in a classification in this bargaining unit at the time of distribution of the lump sum payment. The payment shall be distributed with the payroll for the pay period beginning after City Council ratification of this MOU.~~

Revised ~~S~~Salary ranges for Police Lieutenant and Police Sergeant are listed in Addendum A. Effective July 8, 2023, all new unit members shall be placed on the salary range to ensure that the total of the following: base salary, education pay, POST pay, special pay and longevity) is 5% higher than the maximum that a top step corporal could receive for those same compensation items.

Longevity: Effective July 8, 2023, t~~The City will provide a monthly longevity payment of one~~two-hundred dollars (\$2400) per month upon completion of fifteen (15) years of continuous service, three hundred dollars (\$300) upon completion of twenty (20) years of continuous service. The longevity payment will increase to four ~~three~~-hundred fifty dollars (\$4350) per month upon completion of twenty-five (25) years of continuous service.

The parties agree that this is special compensation and shall be reported as such to CalPERS, to the extent legally permissible, pursuant to Title 2 CCR, Section 571(a)(1).

Acting Pay: Unit members assigned by the Police Chief, or his/her designee to perform the duties of a higher level rank shall be compensated with acting pay as \$50 a day extra pay for no more than \$200 in a twenty-eight day scheduling period.

PERFORMANCE EVALUATIONS: No step raises, or other performance-based compensation, shall be delayed by more than sixty (60) calendar days due to the City failing to evaluate the affected employee's performance in a timely manner. However, if an employee who is due a

performance evaluation that includes a possible merit increase, does not receive their performance evaluation within sixty (60) calendar days after the date of their annual evaluation date, the merit increase shall process retroactive to the date of the employee's anniversary date for merit increase consideration. The employee is to notify their supervisor and Human Resources at the time the sixty (60) calendar days have been exceeded. A personnel action form will be completed and the merit increase shall be made retroactive to the employee's anniversary date.

ARTICLE 30 - SENIORITY

Time which has been spent in a position designated by the Department as an "acting position" does not qualify as seniority for time served within the acting position rank as credit for completion of a probationary period for the acting rank, or as credit for time in rank for merit pay step increases.

ARTICLE 31 - RETIREMENT

A. Retirement Benefits - Retirement Benefits as provided in contract, dated November 1, 1952, with the Public Employees' Retirement System and as follows:

1. Effective June 24, 1989, "Single Highest Year" option;
2. Effective March 20, 1976, "Post Retirement Survivor" option;
3. Effective May 8, 1999, "1959 Survivor's Benefit" - Level 4;
4. Effective August 18, 2001, "3% @ 55" formula Retirement Plan.
5. Effective November 1, 2003, Military Service Credit as Public Service

B. All employees who are classic members under the Public Employees Retirement Law shall pay 9% of compensation earnable as the employee contribution to CalPERS.

C. Employees who are classic members have the retirement formula that existed with the City on December 31, 2012, 3%@55 with single highest year for final compensation. (Tier 1)

D. Employees who are 'New Members' as defined by the California Public Employees' Pension Reform Act of 2013 (PEPRA) (e.g., an employee hired on or after 1/1/2013 who has never been a CalPERS member or member of a reciprocal system or who has had a break in CalPERS service of at least 6 months or more) will constitute a second tier and be subject to all the applicable PEPRA provisions, which include but are not limited to the following retirement benefits:

Tier 2: "New Members" will have the retirement formula 2.7%@57 and the three year average final compensation. New members contribute one-half of the total normal cost of their retirement benefits as determined annually by CalPERS. In 2016, that contribution is 12%.

E. Cost-Sharing
Classic Employees:

Employee Paid Retirement Contribution: Classic employees currently pay the nine percent (9%) member contribution. Effective the payroll period following the 2019 CalPERS contract amendment approval, Employees shall also pay an additional three percent (3%) retirement contribution as cost sharing pursuant to Government Code section 20516(a). In accordance with IRS Code section 414(h)(2), the cost sharing will then be treated as a pre-tax deduction.

‘New Member’ Employees:

“New Member” employees pay their one-half the total normal cost as determined by CalPERS. As of July 1, 2019, that contribution is 12.25%. Effective the payroll period following the CalPERS contract amendment approval, “new members” will contribute .5% cost sharing pursuant to Government Code section 20516(a) in addition to their one-half of the total normal cost as determined by CalPERS. In accordance with IRS Code section 414(h)(2), the cost sharing will then be treated as a pre-tax deduction.

For example, if the required PEPPRA contribution is 12.25%, then “new members” will contribute 12.25% (1/2 the normal cost) and .5% as cost-sharing, for a total employee contribution of 12.75%.

The parties agree to cost-sharing of the employer retirement rate as noted above. The City will pursue a contract amendment with CalPERS for the cost-sharing portion of employee contributions toward retirement. The parties agree to complete the contract amendment process. Cost sharing will begin as noted above.

If, at some future date, unit members no longer agree to cost sharing, the City will simultaneously reduce the salary range for all Unit members by 3% and reduce any impacted employees’ base pay accordingly.

ARTICLE 32 - MEDICAL EXAMINATION

A medical examination of any employee may be required by the City when job related and consistent with business necessity and will be administered by a medical doctor selected by the City. The City agrees to pay the full cost of the medical examination.

ARTICLE 33 - DEFERRED COMPENSATION PLAN

A deferred compensation plan will be available to all members of the Police Officers Mid-Management Association. Participation in this deferred compensation plan is at the option of the individual employee. Effective July 8, 2023, the City will contribute a matching up to one percent (1%) of base salary per month, but under no circumstances shall exceed the contributions limitations of Internal Revenue Code section 401(a) and related regulations and guidance.

A. One-Time Deferred Compensation Special 457 Catch-up Provision:

(One-Time is defined by law as an election to “catch-up” underutilized deferrals to a 457 plan, once in a singular year or multiple years, not to exceed 3 years) Federal Law allows 457 participants a one-time catch-up provision to make deferrals to “catch-up” underutilized deferrals from prior years during any or all of the three calendar years ending before the tax year they reach the plans normal retirement age. Normal retirement age for “classic” safety members of PERS is fifty-five (55) years old and fifty-seven (57) years old for “new” members of PERS. All 457 plans of an employer must have the same normal retirement age (NRA). For purposes of the deferred compensation special 457 catch-up provision for the City of Monterey Park, the normal retirement age range shall be considered 51 thru 62 years old.

The intent of this section is to facilitate association members in the final three (3) years prior to their stated retirement date in converting the hourly rate of accrued compensable leave to monies into their contribution to one of the City’s deferred compensation providers in accordance with IRS regulations/Federal Law. After an employee defers compensable accrued leave, balances of 120 hours must remain or be maintained in both their sick and vacation accrual banks. If an employee defers compensable leave from a bank that has a formula of payout at retirement (i.e. 50% sick leave at retirement) the deferral does not recalculate the remaining balance. All sick leave hours, per MOU provisions, will be on a fifty percent basis (i.e. a conversion of 100 hours will result in the salary equivalent to 50 hours being deposited into the employees deferred compensation account). In the final three (3) years prior to an employee’s stated retirement date he/she may convert the hourly rate of accrued compensable leave to monies into be included in their contribution to one of the City’s deferred compensation providers in accordance with IRS regulations and the schedule outlined below:

3-year Catch-up Plan

1st year: no more than 30% of compensable accrual time of Sick Leave, Vacation Leave and Holiday Leave as allowed by Federal Law.

2nd Year: If a second year is chosen, no more than 45% of compensable leave may be deferred.

3rd Year: If a third year is chosen, no more than 60% of compensable leave may be deferred.

The City is not a party to and accepts no responsibility for the employees obligations under federal law to comply with the IRS and legal requirements of such deferrals allowing 457 participants a one-time catch-up provision to make deferrals to “catch-up” underutilized deferrals from prior years during any or all of the three calendar years ending before the tax year they reach the plans normal retirement age.

B. 401(a) Plan

Effective July 8, 2023, the City will contribute up to one percent (1%) of base salary per month to the 401(a) plan, as a match for employees’ contributions to the 457 plan. Under

no circumstances shall exceed the contributions limitations of Internal Revenue Code section 401(a) and related regulations and guidance. Employees shall not make contributions to the 401(a) plan.

ARTICLE 34 - EMPLOYEE SAFETY COMMITTEE

A committee of three MPPOMMA members is to be established. One of the three members will be the Association President, or the Association Vice President. This Committee will meet with appropriate Departments and City officials in matters related to on-duty safety.

Blood borne and Airborne pathogen exposure control training shall be provided to appropriate unit employees and required immunizations will be provided to employees as required at City cost.

ARTICLE 35 – PROBATIONARY PERIOD

All original and promotional appointments to the competitive service shall be tentative and subject to the following probationary periods: twelve months for promotional and lateral appointments to the positions of Police Sergeant and Police Lieutenant.

ARTICLE 36 - WRITTEN NOTICES TO POMMA

Reasonable written notice will be given to MPPOMMA of any rule, ordinance, resolution or regulation directly relating to matters within the scope of representation proposed to be adopted by the City Council. In cases where the City determines that as a result of an emergency, an ordinance, rule, resolution or regulation must be adopted immediately without prior notice or meetings with a MPPOMMA, the City shall provide such notice and opportunity to meet at the earliest practical time following the adoption of such ordinance, rule, resolution or regulation.

MPPOMMA shall be deemed to have met and conferred and agreed to any matter if within thirty days after mailing of the notice by the City regarding said matter, the employee organization fails to deliver to the City Manager a written request for a meeting.

ARTICLE 37 - GENERAL PROVISIONS

- A. This MOU shall not in any way interfere with the obligation of the parties hereto to comply with the State and Federal laws, or with any rule, regulation, or order issued by such government authority pertaining to matters covered herein. If any provision, or provisions, of this MOU shall be affected by State or Federal laws, or of any rule, regulation, or order issued by such governmental authority, or if any provision, or provisions, should be held invalid by a court of record, the remainder of the MOU shall not be otherwise affected thereby.
- B. The parties hereto agree to continue their long-standing policies in that there shall be no discrimination against any employee because of membership or non-membership in MPPOMMA or based on any protected class.

- C. The parties hereto agree that this MOU cannot be modified, changed, and/or canceled in any way except by mutual consent of said parties in writing.
- D. Nothing contained in the MOU shall act as a waiver of any rights an individual may have under the workers' compensation law.

ARTICLE 38 - SUBSTANCE ABUSE POLICY

The parties have met and conferred in good faith and reached agreement upon modifications to the City Administrative Policy No. 30-10, as regards GUIDELINES FOR CONSUMPTION OF ALCOHOL AND ILLEGAL OR CONTROLLED SUBSTANCES.

ARTICLE 39 - TERM OF MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding shall be in effect for an initial term commencing July 1, ~~2023~~~~2018~~ and ending June 30, ~~2025~~~~2022~~ and shall continue in effect from year to year thereafter unless or until terminated. Unless specifically described to the contrary herein, all changes in matters within the scope or representation shall be provided prospectively from the date of MOU implementation. The "date of MOU implementation" shall be the date of City Council adoption of the MOU.

This MOU may be terminated as of the end of the initial term or any subsequent contract period by either party giving written notice to the other not less than ninety (90) calendar days prior to the termination date. If no notice is given in accordance with the terms of this Article, the MOU shall automatically renew for an additional year without any change whatsoever.

ARTICLE 40 - CITY COUNCIL APPROVAL

It is however, the mutual understanding of all parties hereto that this Memorandum of Understanding is of no force or affect whatsoever unless or until ratified and approved by minute action duly adopted by the City Council of the City of Monterey Park.

IN WITNESS HEREOF, the parties hereto have caused this Memorandum of Understanding to be executed this ~~19th~~~~7th~~-day of ~~July 2023~~~~December 2022~~.

MONTEREY PARK POLICE OFFICERS'
MID-MANAGEMENT ASSOCIATION

CITY OF MONTEREY PARK

By: _____

~~Yupo "Bob" Hung~~~~Paul Yniguez~~, President
Monterey Park
Police Officers' Mid-Management
Association

By: _____

~~Inez Alvarez~~~~Ron Bow~~, Interim City Manager

By: _____

By: _____

Gabriel Escarsega~~Gustavo Jimenez~~,
President Monterey
Park Police Officers' Mid-Management
Association

Christine Tomikawa~~Inez Alvarez~~, Director
Human Resources & Risk Management~~Assi~~
~~City Manager~~

By:

Martha Garcia, Director of Finance

By:

Christine Tomikawa, Director of Human
Resources and Risk Management

APPROVED BY:

Karl H. Berger, City Attorney

ADDENDUM A

CITY OF MONTEREY PARK
CLASSIFICATION AND BASE SALARY LIST
POLICE OFFICERS' MID-MANAGEMENT ASSOCIATION MOU

Effective retroactively to the first full pay period after July 1, 2023:

<u>Classification</u>	<u>Range</u>	<u>Minimum</u>	<u>Maximum</u>
<u>Police Sergeant</u>	<u>3</u>	<u>\$11,363</u>	<u>\$13,068</u>
<u>Police Lieutenant</u>	<u>4</u>	<u>\$13,837</u>	<u>\$15,913</u>

Effective January 1, 2022

2021-2022 SALARY TABLE

<u>Job Classification</u>	<u>Range</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>
<u>Police Sergeant</u>	<u>3</u>	<u>—8,816</u>	<u>—9,257</u>	<u>—9,719</u>	<u>—10,205</u>	<u>—10,715</u>
<u>Police Lieutenant</u>	<u>4</u>	<u>—10,735</u>	<u>—11,272</u>	<u>—11,835</u>	<u>—12,426</u>	<u>—13,048</u>

2022-2023 SALARY TABLE

Effective Beginning with the first day of the pay period in which MPPOMMA membership ratifies the tentative agreement setting forth the changes in the MOU, but no more than two (2) pay periods preceding ratification of this MOU by the City Council

Job Classification	Range	Step 1	Step 2	Step 3	Step 4	Step 5
Police Sergeant	3	\$9,345	\$9,812	\$10,302	\$10,817	\$11,358
Police Lieutenant	4	\$11,379	\$11,948	\$12,545	\$13,172	\$13,831

ADDENDUM B

City of Monterey Park **INTEROFFICE MEMO**

DATE: 6/12/2012

TO: All Police Department Staff
FROM: Jim Smith, Chief of Police
SUBJECT: Patrol Sergeant/Lieutenant Overtime Call Out Procedure

The following shall be the overtime call out procedure for replacement of Patrol Sergeants/Lieutenants assigned to Patrol as Watch Commanders or Field Supervisors when a vacancy occurs due to a non-planned event. For purposes of this memo, a "non-planned event" is considered a sick call out or other emergency.

Watch Commander

If a Sergeant/Lieutenant is unavailable for duty as the Watch Commander due to a non-planned event the initial attempt will be to fill the vacancy with on-duty supervisory personnel (Sergeant or Lieutenant) assigned to a special assignment (D.B., Traffic, Admin, etc.). If no special assignment supervisors are on-duty or if they are unavailable, then a replacement will be assigned on an overtime basis. The replacement will be at the rank of the person whose non-planned absence created the vacancy. Initially, Patrol, rank- equivalent personnel, should be contacted on an availability/seniority basis. If none are available, then special assignment, rank-equivalent, personnel should be contacted on a seniority basis. If a rank equivalent is not available, then the replacement may be the next lower rank starting with Patrol personnel by availability/seniority order and if none are available, to special assignment personnel on a seniority basis.

The following are examples:

Example #1: A Lieutenant and Sergeant are assigned to a Patrol Team. The Lieutenant is off due to a planned event (Vacation, Holiday, Training, etc.). The Sergeant is ill and calls in sick (unplanned event). If there is an on-duty supervisor assigned to a special assignment available, that person will be assigned as the Watch Commander. If there is not, then overtime will be used to fill the vacancy of the Sergeant. Sergeants assigned to Patrol will initially be contacted on an availability/seniority basis, until a replacement is found. If no replacement is found, then Sergeants assigned to a special assignment will be contacted on a seniority basis until a replacement is found. If no Sergeants are available, Lieutenants assigned to Patrol will be contacted on an availability/seniority basis will be contacted. If no one is available, Lieutenants assigned to special assignments will be contacted on a seniority basis.

Example #2: Same scenario as above, but the reasons for being off are reversed (Sergeant on vacation, Lieutenant calls in sick). The procedure above would be the same with the exception that the calls for overtime would start with the Lieutenants then work down to the Sergeants if no Lieutenants (Patrol or special assignment) are available for the overtime.

In any situation where the vacancy is in the Watch Commander's position and no Sergeant/Lieutenant desires the overtime, then the Sergeant with the least amount of seniority (regardless of assignment) will be required to work the overtime.

Field Supervisor

If a Sergeant scheduled as the field supervisor has an unplanned absence, then they will be replaced by an Agent that is assigned and scheduled to work that shift. If this leaves the staffing level below minimum, then on-duty special assignment personnel will be used to either maintain minimum patrol staffing or to replace the supervisor (Agent or

Sergeant). If there are no special assignment personnel available, then an Officer will be called in to maintain minimum staffing. If there is no Agent scheduled or if no special assignment Agent or Sergeant is available, then overtime will be used to replace the field supervisor. Call outs for this scenario will begin with Sergeants assigned to Patrol and then those assigned to special assignments. If no one is available to work overtime, then Agents will be called starting with those assigned to Patrol on a seniority basis.

If an Agent is scheduled as a field supervisor due to a Sergeant/Lieutenant being on a planned event, and the Agent calls in sick the same procedure as outlined in Example 2 will be followed. If overtime is necessary, the call out procedure will begin with the Agent level and if no Agent is available then Sergeants will be called to fill the vacancy based on seniority starting with those assigned to Patrol then to those assigned to special assignments.

If you have any questions regarding this, please contact me.

ATTACHMENT 2

Monterey Park Police Captains' Association (PCA) – Resolution and Redline Version Memorandum of Understanding

July 1, 2023 to June 30, 2025

RESOLUTION NO. ____

A RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING FOR CONTRACT YEAR 2023-2025 BETWEEN THE CITY OF MONTEREY PARK AND THE MONTEREY PARK POLICE CAPTAINS' ASSOCIATION.

THE CITY COUNCIL RESOLVES AS FOLLOWS:

SECTION 1: City representatives, approved by the City Council, and representatives from the Monterey Park Police Captains' Association ("PCA") met and conferred regarding wages, retirement funding, hours and the terms and conditions of employment for contract year 2023-2025.

SECTION 2: Following such negotiations, the representatives drafted a Memorandum of Understanding ("MOU") for fiscal years 2023-2025. A copy of that MOU is attached as Exhibit "A," and is incorporated by reference.

SECTION 3: Following a vote of its membership, the PCA informed the City that it accepted the MOU.

SECTION 4: After reviewing the MOU, the City Council finds that it is in the public interest to approve it retroactively effective July 1, 2023. Accordingly, the Interim City Manager is authorized to execute the MOU in a form approved by the City Attorney.

SECTION 5: *Electronic Signatures.* This Resolution may be executed with electronic signatures in accordance with Government Code §16.5. Such electronic signatures will be treated in all respects as having the same effect as an original signature.

SECTION 6: *Construction.* This Resolution must be broadly construed to achieve the purposes stated in this Resolution. It is the City Council's intent that the provisions of this Resolution be interpreted or implemented by the City and others in a manner that facilitates the purposes set forth in this Resolution.

SECTION 7: *Effective Date.* This Resolution will become effective immediately upon adoption.

PASSED AND ADOPTED this ____ day of _____, 20__.

Jose Sanchez, Mayor

ATTEST:

Maychelle Yee, City Clerk

APPROVED AS TO FORM:

Karl H. Berger, City Attorney



MEMORANDUM OF UNDERSTANDING

between

THE CITY OF MONTEREY PARK, CALIFORNIA

and

THE MONTEREY PARK POLICE CAPTAINS' ASSOCIATION

TWO~~ONE~~-YEAR AGREEMENT: 07/01/2023~~2022~~ – 06/30/2025~~2023~~

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between
THE CITY OF MONTEREY PARK, CALIFORNIA
and
THE MONTEREY PARK POLICE CAPTAINS' ASSOCIATION

~~TWO~~~~ONE~~ YEAR AGREEMENT 07/01/~~2023~~~~2022~~– 06/30/~~2025~~~~2023~~

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MEMORANDUM OF UNDERSTANDING
between
THE CITY OF MONTEREY PARK
and
THE MONTEREY PARK POLICE CAPTAINS'
~~TWO~~~~ONE~~ YEAR -AGREEMENT 07/01/~~2023~~~~2022~~ - 06/30/~~2025~~~~2023~~
PREAMBLE

This Memorandum of Understanding (MOU) has been prepared in accordance with the California Government Code (Section 3500 et. seq.). The City of Monterey Park, California, hereinafter referred to as the "City," and the Monterey Park Police Captains' Association, hereinafter referred to as "MPPCA" have reached this Memorandum of Understanding pursuant to meeting and conferring in good faith. Unless specifically provided herein, changes in wages, hours and terms and conditions of employment shall be prospectively effective on and after City Council adoption of this MOU.

ARTICLE 1 - SCOPE OF MEMORANDUM OF UNDERSTANDING

It is the intent and purpose of this MOU to assure sound and mutually beneficial working and economic relations between the parties, to provide an orderly and peaceful means of resolving any misunderstandings or differences which may arise, and to set forth the basic and full agreement between the parties concerning wages, hours of employment, and other conditions of employment.

ARTICLE 2 - RECOGNITION

- A. The City acknowledges the MPPCA as the Recognized Employee Organization as the representative for Police Captains' in the Police Department of the City of Monterey Park, California, for the purpose of meeting and conferring in good faith regarding wages, hours, and other terms and conditions of employment.
- B. This MOU shall cover all employees working in the classification of Police Captain.
- C. This MOU does not preclude employees in such employment classifications from representing themselves individually in their employment relations with the City.

ARTICLE 3 - CITY RESPONSIBILITIES AND RIGHTS

- A. To ensure that the City is able to carry out its statutory functions and responsibilities, the following matters will not be subject to the terms of this MOU, but shall be within the exclusive discretion of the City: to select and determine the number and types of employees required; to assign work to employees in accordance with the City; to establish and change work schedules and assignments; to hire, transfer and to promote or to lay off employees for lack of work and for all other legitimate reasons; to suspend, discipline or discharge for just cause; to expand or diminish services; to subcontract any work or operations; to determine and change at its sole discretion, the number of locations, relocations and types of operations and the processes and materials to be employed.
- B. Notwithstanding the above, the City hereby agrees to Meet and Confer with the MPPCA on any changes regarding hours, work schedules, salaries, or working conditions. The City agrees to adhere to the job specifications established for each classification.

ARTICLE 4 - EMPLOYEE AND/OR EMPLOYEE REPRESENTATIVES

- A. All Police Captains shall have the right to join the Police Captains' Association, or to refuse or refrain from joining said organization.
- B. Police Captains may select up to two (2) representatives who may or may not be City employees to meet and confer with the City Representative Committee or other management officials on subjects within the scope of representation during regular duty or working hours, without loss of time, provided:
 - 1. That no employee representative shall leave his/her duty or workstation or assignment without specific approval by the Police Chief.
 - 2. That any such meeting is subject to scheduling by the Police Chief so as to avoid interference with or interruption of assigned work schedules or work performance.
- C. The City will deduct dues and initiation fees from those employees who voluntarily sign and have submitted to the City the necessary authorization card.
- D. Deductions as are authorized in writing by the employee shall be deducted from earned wages or salaries on each payday. The City shall forward all dues and/or initiation fees deducted from the employees for any month, the first of the succeeding month.
- E. The MPPCA shall indemnify, defend and hold the City harmless against claims and any suit instituted by an employee against the City which shall arise out of any action which shall be taken by the City in accordance with sections regarding dues deduction.
- F. The MPPCA representatives, while on City property, shall abide by the City's safety rules and regulations.
- G. The Employee Representatives will include at least one employee member. Employee Representatives shall be provided reasonable release time, without loss of salary or benefits, for purposes of collective bargaining and/or processing of employee grievances. In addition, Association representatives may be granted reasonable release time to attend POA sponsored training programs, seminars, and conferences, subject to prior City approval.

ARTICLE 6 - CONTINUED PERFORMANCE OF CITY SERVICES AND OPERATIONS

- A. MPPCA – Police Captains hereby agree that during the term of this MOU, Police Captains shall not engage in, encourage, sanction, support, authorize or suggest any work stoppages, strikes, boycotts, slowdowns, mass resignation, mass absenteeism, or any other intentional interference of work of the City. However, information pickets, following an impasse in the Meet and Confer process, are excluded from this Article and are therefore allowed as long as the picketing is not violent, does not block ingress or egress and/or does not interfere with the public health, safety or order.
- B. In the event any Police Captain participates in any of the prohibited activities stated above, the Chief shall notify such employee or employees, so engaged to cease and desist from such activities and shall instruct said person, or persons, to return to their normal work assignment and duties.
- C. The employee, or employees, participating in the activities prohibited above shall be subject to

disciplinary action by the City, including suspension or discharge in accordance with the City's Personnel Rules and Regulations.

ARTICLE 7 - GRIEVANCE PROCEDURE

A. DEFINITIONS

1. A "grievance" is a formal written or oral allegation by a Police Captain who has been adversely affected by an alleged violation of the specific provisions of this Memorandum of Understanding, the City's Personnel Rules, written Department Rules, Regulations, policies and procedures or an appeal of a disciplinary action decision by the City Manager.
2. A "disciplinary grievance" is a formal written objection or challenge to any disciplinary action as defined by the Personnel Rules and Regulations. A "disciplinary grievance" shall be filed after the written receipt of the City Manager's decision, and shall constitute the sole and exclusive process of appeal. Such appeals shall be processed at Level IV, Administrative Hearing.
3. A "grievant" is any unit member adversely affected by an alleged violation within the scope of the grievance procedure as defined above.
4. A "day" is any day in which the administrative offices of the City of Monterey Park are open for regularly scheduled business.
5. Disputes regarding jurisdiction (grievability of an issue) shall not be subject to resolution by the grievance procedure and instead, are subject to resolution by an arbitrator.

B. GENERAL PROVISIONS

1. If an employee is receiving direction from his/her supervisor but believes the direction forms the basis for a viable grievance, the employee must still comply with the direction. If that grievance is untimely sustained only then may the employee not comply with the directive.
2. Grievance documents shall not be placed in an employee's personnel file, unless they relate to discipline. If they relate to discipline, they will not be placed in an employee's personnel file until after the discipline appeal process (if applicable) is completed.
3. Time limits for appeal provided at any level of this procedure shall begin the first day following receipt of the written decision by the grievant. Failure of the grievant to adhere to the time deadlines shall mean that the grievant is satisfied with the previous decision and waives the right to further appeal. The grievant and the City may extend any time deadline by mutual agreement. Failure by the City to meet established deadlines shall entitle but not obligate the grievant to appeal to the next step of the procedure.
4. Every effort will be made to schedule meetings for the processing of grievances during the regular work schedule of the participants. If any grievance meeting or hearing must be scheduled during duty hours, any employee required by either party to participate as a witness or grievant in such meeting or hearing shall be released from regular duties without loss of pay for a reasonable amount of time.

5. Any unit member may, at any time, present grievances to the City and have such grievances resolved without the intervention of the MPPCA, as long as the resolution is reached prior to the hearing and the resolution is not inconsistent with the terms of this MOU. Upon request of the grievant, the grievant may be represented at any stage of the grievance procedure by a representative of the MPPCA which may include the attorney of MPPCA.
6. This grievance procedure shall be the sole and exclusive procedure for processing objections or challenges to disciplinary actions as defined in the Personnel Rules and Regulations and shall satisfy all administrative appeal rights and protection.
7. There shall be no reprisals, interference, coercion or discrimination against any Department employee for processing a grievance at any level, or for assisting a grievant in the processing of a grievance.

C. PROCEDURE - Grievances will be processed in accordance with the following procedures:

1. Level I - Informal Resolution

- a. Any Captain who believes he/she has a grievance which is within the scope of the grievance procedure of this MOU shall present the grievance orally to the Police Chief within fifteen (15) workdays after the grievant knew, or reasonably should have known, of the circumstances which form the basis for the grievance. Failure to do so will render the grievance null and void. The Police Chief shall hold discussions and attempt to resolve the matter within ten (10) days after the presentation of the grievance. It is the intent of this informal procedure that at least one personal conference be held between the aggrieved employee, their representative and the Police Chief.

2. Level II - Formal Written Grievance

- a. If the grievance is not settled during the informal conference and the grievant wishes to continue the grievance process, the grievant shall present the grievance in writing on the appropriate form to the Police Chief within ten (10) days after the oral decision of the Police Chief.

The written information shall include: (a) a description of the specific grounds of the grievance; (b) a listing of the provisions of this agreement, personnel rules, regulations or procedures alleged to have been violated; and (c) a listing of specific actions requested of the City which will remedy the grievance.

- b. The Police Chief or his designee shall communicate the decision, in writing, to the grievant within ten (10) days after receiving the grievance.
- c. Within the above time limits the parties may request a personal conference.

3. Level III - Appeal to the City Manager

- a. If the grievant is not satisfied with the decision at Level II the grievant may, within ten (10) days of the receipt of the decision at Level II, appeal the decision to the City

Manager. This statement shall include a copy of the original grievance and appeal, and a clear, concise statement of the reasons for the appeal.

- b. The City Manager shall communicate the decision, in writing, to the grievant within ten (10) days. If the City Manager does not respond within the time limits provided, the grievant may appeal to the next level.

4. Level IV - Administrative Hearing

- a. If the grievant is not satisfied with the decision at Level III and wishes to appeal the disciplinary decision of the City Manager, the grievant /employee may within ten (10) days of the receipt of the decision submit a request in writing for an administrative hearing of the dispute. Within twenty (20) days of the grievant's receipt of the decision at Level III, the grievant shall inform the City, in writing, of its request to have an administrative hearing. The grievant and the City shall attempt to agree upon a hearing officer.

If no agreement can be reached, they shall request that the City supply a list of seven (7) names of persons experienced in hearing grievances in cities from a panel mutually selected by the grievant and the City. Each party shall alternately strike a name until only one remains. The remaining panel member shall be the Hearing Officer. The order of the striking shall be determined by flipping a coin.

- b. If either the City or the grievant so requests, the Hearing Officer shall be requested to hear the merits of any issues raised regarding grievability. No hearing on the merits of the grievance will be conducted until the issue of grievability has been decided. The same Hearing Officer shall decide the issue of grievability, and if grievable, then the merits of the dispute.
- c. The Hearing Officer shall within thirty (30) days unless both parties agree otherwise, hear evidence and render a decision on the issue or issues submitted to him/her. If the parties cannot agree upon a submission agreement, the Hearing Officer shall determine the issues by referring to the written grievance and the answers thereto at each step.
- d. The Hearing Officer shall hold a hearing on the issue submitted or as determined by the Hearing Officer if the parties have not mutually agreed upon the issue, and render a written decision. The conduct of the hearing proceedings shall be governed by California Code of Civil Procedure section 1280 et. seq. The Hearing Officer's decision shall be final and binding. The Hearing Officer's decision shall be the final administrative action not subject to further administrative review. The Hearing Officer's decision is reviewable under California Code of Civil Procedure 1094.5.
- e. The City and grievant agree that the jurisdiction and authority of the Hearing Officer so selected and the opinions the Hearing Officer expresses will be confined exclusively to the interpretation of the express provision or provisions of this MOU at issue between the parties. The Hearing Officer shall have no authority to add to, subtract from, alter, amend, or modify any provisions of this MOU or the written ordinances, resolutions, rules, regulations and procedures of the City or the Department, nor shall he/she impose any limitations or obligations not specifically

provided for under the terms of this MOU. The Hearing Officer shall be without powers or authority to make any decision that requires the City or management to do an act prohibited by law.

- f. In the event that this grievance procedure is used to challenge disciplinary actions, the Hearing Officer shall prepare a written decision containing findings of fact, determination of issues, and statement of the precise disciplinary penalty, if any.
- g. After a hearing and after both parties have had an opportunity to make written arguments, the Hearing Officer shall submit in writing to all parties his/her findings and award.
- h. The fees and expenses of the Hearing Officer shall be shared equally by the City and the MPPCA. All other expenses shall be borne by the party incurring them, and neither party shall be responsible for the expense of witnesses called by the other. Either party may request a certified court reporter to record the entire hearing. The cost of the services of such court reporter shall be shared equally by the parties.
- i. By filing a grievance and processing it beyond Level III, the grievant expressly waives any right to statutory remedies or to the exercise of any legal process other than as provided by this grievance/administrative hearing procedure. The processing of a grievance beyond level III shall constitute an express election on the part of the grievant that the grievance/administrative hearing procedure is the chosen forum for resolving the issues contained in the grievance, and that the grievant will not resort to any other forum or procedure for resolution or review of the issues. The parties do not intend by the provisions of this paragraph to preclude the filing of a writ of administrative mandamus to challenge a decision issued on a grievance.
- j. With regard to discipline-related hearings governed by this Section (C)(4), where the discipline subject to appeal consists of a minimum of 8.1 hours and a maximum of 24 hours, the following limitation shall apply to the amount of time available to each party to the hearing for a presentation of any individual party's case. For purposes of time-limit computation only, the Association and any one (1) employee, as well as any other entity that may properly be appearing on behalf of or with an interest similar to the Association or employee, shall be jointly deemed to be the same one party for computing the time limitation on presentations. Accordingly, the time limitation shall not be multiplied by the number of individuals or entities appearing, on behalf of, or with an interest similar to, the individual employee who has been disciplined.

Each party to the Article 7 administrative appeal shall be limited to a maximum of twelve (12) hours of presentation time during conduct of an administrative appeal pursuant to MOU Article 7(C)(4) Level IV Administrative Hearing.

"Presentation Time" against which shall be charged the twelve (12) hour presentation time limitation, shall include oral opening statement and oral closing argument, direct/redirect examination of witnesses, rebuttal and sur-rebuttal witness testimony, demonstrations, and site inspections (excluding travel time to and from the site). Cross examination shall not be counted as part of the "Presentation Time."

The hearing officer shall record and maintain account of all such hours by means of a timekeeping device suitable to the task. Absent stipulation by the parties to extend the twelve (12) hour limitation, the hearing officer shall have no authority to extend said limitation.

ARTICLE 8 - ADMINISTRATIVE LEAVE

- A. 7K Exemption: The City of Monterey Park has exercised its ability to declare the "7K" exemption under the Fair Labor Standards Act (FLSA) for sworn police personnel. The work period for such employees shall be twenty-eight (28) days in length commencing on Saturday, April 20, 1985 at 2:00 a.m.
- B. Police Captains shall remain exempt from overtime.
- C. Administrative leave shall be given to Police Captains designated by the Police Chief as qualified to receive administrative leave.
- D. Administrative leave shall be granted by the Police Chief utilizing the following criteria:
 - 1. The Captain(s) are required or expected to attend City Council, City Commissions, or other City related functions that occur after normal business hours.
 - 2. The Captain(s) are required to be present or on call after normal business hours.
 - 3. The Police Chief feels the employee consistently works hours beyond the normal business hours.
 - 4. Annually on July 1st, the employee shall receive eighty (80) hours of administrative leave. Employees hired mid-year will receive a pro-rated amount of Administrative leave.
 - 5. Unused Administrative Leave shall not be carried over into the next fiscal year.
- E. The times during the fiscal year at which an employee may take his/her administrative leave shall be determined by the Police Chief with due regard for the wishes of the employee and the needs of the service. Eligibility for this leave shall not be predicated upon first having all vacation and sick leave exhausted. Administrative leave may be utilized at any time during the fiscal year.

ARTICLE 9 - VACATION

- A. Policy: It is the intent and purpose of this vacation leave policy that all employees avail themselves of accrued vacation time in order to promote a safe and productive working environment. However, the parties do recognize that personal circumstances and/or the staffing requirements of the Police Department may periodically impact the ability of an employee to utilize any/or all of his/her annual vacation accrual.
- B. Vacation Accrual:
 - 1. Accrual Rate: Employees shall accrue paid vacation time on the basis of years of paid service. The accrual rate shall be as follows:

- * 0 - 6 years Eighty-eight (88) hours per year
- * 7 + years Eight additional hours per year to a maximum of two-hundred sixty (260) hours per year.

2. Accrual Caps: Except as provided herein, no employee may accrue greater than five hundred (500) vacation hours.

Vacation hours accrued in excess of 500 hours shall be automatically cashed out as part of the regular payroll process. Said hours shall be cashed out during the pay period in which they are earned. However, in no case shall an employee be allowed to receive the automatic cash out of vacation should the vacation accrual reach five hundred (500) hours if the employee has not, within the fiscal year, taken advantage of the cash-out provisions of Article 11 of this MOU or has not taken 40 hours of vacation for the year. If an employee has not cashed out as provided in Article 11 or taken forty (40) of vacation, accrual of vacation will cease once the cap is met.

- C. Use of Vacation Time: Probationary employees shall be authorized to utilize accrued vacation time prior to conclusion of the probationary test period.

Use of vacation time during the calendar year shall be approved by the Chief of Police or his/her designee, with due regard for the wishes of the employee.

ARTICLE 10 - HOLIDAY SCHEDULE

It is the intent and purpose of this holiday leave policy that all employees avail themselves of accrued holiday time in order to promote a safe and productive working environment. However, the parties do recognize that personal circumstances and/or the staffing requirements of the Police Department may periodically impact the ability of an employee to utilize any or all of his/her annual holiday accrual.

Holidays are observed as follows:

CITY HALL CLOSED

Regular:	New Year's Day	Veteran's Day
	Washington's Birthday	Thanksgiving Day
	Memorial Day	Day After Thanksgiving Day
	Independence Day	Christmas Eve Day
	Labor Day	Christmas Day
		New Year's Eve Day

CITY HALL OPEN

Floating:	Admission's Day	Columbus Day

Effective January 1, 2020, all employees shall receive thirteen 10-hour (130 hours total) "holidays-in-lieu" of specific holidays off. Employees shall accrue 10.84 hours each calendar month of employment in lieu of the above-listed holidays. Except as provided herein, no employee may accrue greater than two-hundred sixty (260) holiday hours. Holidays have a value of ten (10) hours. Holiday hours accrued in the fiscal year that are not used for time off by the employee shall not carry over to the following fiscal year. If any of the 130 hours of holiday hours accrued in a fiscal remain unused as of June 1, those hours will

be automatically cashed out by the City and distributed with the second payroll distribution in June.

ARTICLE 11 - ACCRUAL CASH-OUT

Police Captains may elect to annually during any ~~fiscal~~ calendar year, cash-out up to a total of one-hundred and thirty (130~~100~~) hours of accumulated and earned vacation time ~~or holiday time (or a combination thereof)~~. Requests for cash-out are to be submitted in a manner prescribed by the City.

~~Beginning in December 2022, and each December thereafter, e~~ Employees must~~may~~ submit an irrevocable election form, by no later than December 15th of the preceding calendar year~~irrevocably choose in writing,~~ on a form available from the Human Resources Department, to cash out -up to 130~~100~~ hours of vacation time ~~and holiday time (combined)~~ that are to be accrued and remaining unused in the following calendar year. Vacation balances ~~and/or holiday balances~~ rolled over from prior calendar years are not eligible for cash out. Regardless of the number of hours irrevocably elected for cash out, the cash out will only be made from hours accrued during the calendar and not otherwise used for time off or otherwise by the employee at the time of the cash out. Cash outs shall be paid in December of each year.

The payment shall be made via payroll with the last paycheck in the ~~following~~ December of the calendar year after receipt of the irrevocable election form.

Employees who do not submit an irrevocable election form by December 15th will be deemed as foregoing participation in the optional ~~annual~~ vacation leave cash-out program for that following calendar year.

In the event an employee has less hours in their leave bank at the time the cash-out is to be paid than they had previously elected to cash-out, the employee shall only be paid for up to the amount that was accrued that calendar year that is remaining in their designated leave bank at the time of the actual cash-out.

If an employee makes an irrevocable election to cash-out leave in the following calendar year and uses leave during that subsequent calendar year, the leave used may come from leave the employee had earned (if any) prior to January 1st of the calendar year the employee had elected to cash-out and/or in the same calendar year. The employee's use of earned, but unused leave accumulated from previous calendar years shall not result in a reduction in the amount of leave hours the employee is eligible to cash-out.

An employee who experiences an unforeseeable emergency may be permitted to make a new irrevocable election and/or to increase the amount of a previous election, subject to the same value that was permitted at the time the annual irrevocable election forms were due.

For these purposes, an "unforeseeable emergency" means a financial hardship to the employee resulting from any of the following:

- Accident, illness, injury or death of the employee or an immediate family member. For this purpose, an "immediate family member" is restricted to a spouse, registered domestic partner, child/legal dependent, or parent; or
- Loss of extensive damage to the employee's property due to casualty; or
- Other similar extraordinary and unforeseeable circumstances arising as a result of events beyond the control of the participant.

Whether an occurrence is an unforeseeable emergency shall be solely determined by the City Manager or

designee.

The City shall make a form available for employees to make their irrevocable election.

ARTICLE 12 - SICK LEAVE

- A. Sick leave with pay shall be granted to every full time employee who has been continuously employed for a period of time in excess of 30 days. Such sick leave shall be granted by the City, at the rate of eight-hours (8.00) for each full calendar month (96 hours per year) of continuous employment with the City, including time served in probationary status.
- B. Sick leave is paid leave from work that can be used for the following purposes:
 - (a) Diagnosis, care, or treatment of an existing health condition or, or preventative care for, an employee or any of the following of the employee's family members: child of any age or dependency status; parent; parent-in-law; spouse; registered domestic partner; grandparent; grandchildren; or sibling; or
 - (b) For an employee who is a victim of domestic violence, sexual assault, or stalking to: 1) obtain or attempt to obtain a temporary restraining order or other court assistance to help ensure the health and safety or welfare of the employee or his or her child; or 2) to obtain medical attention or psychological counseling; services from s shelter, program or crisis center; or participate in safety planning or other actions to increase safety.

For full-time employees, one-half of the employees' accrued and available annual sick leave is protected and may be used for any of the purposes stated above. However, the City permits that a total of eighty hours of sick time can be used for family sick leave purposes.

- C. On July 1, 2012, any existing sick leave balance in the employee's MOU Section 12 account shall be placed in a separate leave bank and the amount of that bank shall not be increased nor added to. The hours in the bank shall be subject to the reimbursement provisions described below as being in MOU Section 12G. The employee shall be allowed to utilize this sick leave bank balance to fund future illnesses/sick leave. However, the employee shall not be required to utilize this sick leave account unless or until the employee elects to do so. For example if an employee had 1,000 hours of sick leave in this account and retired from service, the employee would be provided 50% cash out upon service retirement. Accordingly, the employee has the option of utilizing the following newly created 800 hour sick leave account before utilizing this frozen account.

Sick leave earned by Police Captains shall be deposited into a sick leave account which shall be capped at a maximum of 800 hours. Upon having 800 hours in the sick leave account there shall be no further accrual of sick leave unless or until use results in a balance of less than 800 hours.

- D. Employees, who retire from the city with more than 10 total years of city service, beginning from the date of employment, shall be eligible to cash out sick leave in the sick leave account at the rate of 18 hours, at regular rate of pay, for each one full year (12 months) of city service.
- E. Upon death of an employee prior to retirement, the City will pay to the employee's designated beneficiary the employee's accumulated sick leave accrual in an amount consistent with the above

retirement-related pay-out schedule.

- F. Government Code Section 21163 provides in pertinent part that the retirement of a PERS member who has been granted or is entitled to leave, shall not become effective until the expiration of sick leave with compensation, unless the member applies for, or consents to, his or her retirement as of an earlier date, *or unless, with respect to sick leave, the provisions of a local ordinance or resolution or the rules or regulations of the employer provide to the contrary.* In this regard, it is acknowledged that with regard to non-industrial disability retirements, it is the rule and regulation of the City that no employee shall be entitled to use or receive cash distribution of sick leave on or after the effective date of said retirement and that any such retirement shall be effective regardless of the employee having sick leave remaining in the employee's account. Additionally, it is acknowledged that with regard to individuals suffering from an industrial disability and/or being granted an industrial disability retirement, that the following sick leave rules and regulations shall apply:
1. In any instance where the local safety member has exhausted eligibility for benefits pursuant to Labor Code Section 4850, but is not eligible for disability retirement at said time, yet remains incapacitated from performance of the essential duties of the employee's position, then the employee shall exhaust all accrued leave during the period of continued disability. In no case shall any such distribution during one pay period exceed the gross salary to which the employee would otherwise be entitled during said pay period.
 2. However, if said employee is eligible for an industrial disability retirement prior to exhaustion of benefits under Labor Code Section 4850 or simultaneous with the same, and still has accrued but unused sick leave, then the retirement shall still become effective and the safety employee shall be provided a one-time cash distribution of the employee's sick leave balance as it existed on the effective date of the industrial disability retirement in accordance with any eligible sick leave cash-out schedule contained in this Article 12. Further, said employee shall then be paid the cash value of accumulated vacation and holiday. Said payment shall be paid in one lump sum with the employees' final paycheck.
- G. Upon accumulation of 500 sick leave hours, an employee may elect to cash-out up to ninety-six (96) hours accumulated sick leave, as long as the employee's account contains at least 500 hours after the cash out. Any such cash-out shall be at 75% value (e.g., 96 hours cash-out = 72 hours pay). Requests for cash-out will be processed the first payroll date following December 1st of each year and shall be submitted in a manner prescribed by the City.
- H. Starting in December of 2019 and the first payroll date following December 1st of each year, each member may elect to cash out sick time annually at 75% value (e.g., 96 hours cash-out = 72 hours pay) Upon accumulation of sick leave hours above the identified levels below, an employee may elect to cash-out accumulated sick leave hours, as long as the employee's account contains the indicated amount after the cash out. Requests for cash-out will be processed and shall be submitted in a manner prescribed by the City.

2019-2020 Fiscal Year

Cash Out Hours: 110

Minimum Sick Hours Maintained: 470

2020-2021 Fiscal Year

Cash Out Hours: 125

Minimum Sick Hours Maintained: 440

2021-2022 Fiscal Year

Cash Out Hours: 140

Minimum Sick Hours Maintained: 410

- I. Members may elect to cash out less hours than the maximum allowed.
- J. The number of minimum sick hours to be maintained can be the number of hours in either Bank #1, Bank #2 or a combination of the hours in both Bank #1 and Bank #2.
- K. Members may elect which Sick Bank they wish to cash out hours from.
- L. When a member calls in sick for duty, he/she will complete the city's employee absent form and may elect which bank (Bank 1 or Bank 2) he/she wishes to have his sick time come from. If no sick bank is elected his/her sick time will automatically come from Bank 2.

ARTICLE 13 - BEREAVEMENT LEAVE

Each regular employee may be granted bereavement leave at the discretion of the Chief of Police whenever death occurs to a member of the employee's immediate family. Bereavement leave may not exceed three shifts, however, if travel outside the State of California, or within the State of California but extending beyond a distance of 300 miles from Monterey Park is necessary, bereavement leave may be extended to a total of five shifts. Shifts of Bereavement Leave are to be charged to an account separate from the employee's sick leave account.

Immediate family, for the purpose of bereavement leave, shall include: spouse, registered domestic partner, father, father-in-law, mother, mother-in-law, child, son-in-law, daughter-in-law, stepchild, grandparents, grandchildren, brother(s) brother-in-law, sister(s) or sister-in-law of the employee.

ARTICLE 14 - MILITARY LEAVE

Military Leave of Absence shall be granted in accordance with provisions of the City of Monterey Park's Personnel System Rules and Regulations, Administrative Policy 30-14 and as defined under State and Federal law.

ARTICLE 15 - JURY DUTY

An employee of the City who is required to participate as a juror or required to participate in the jury selection process, shall, each fiscal year, continue to receive full salary and benefits for all shifts the employee is regularly scheduled to work which occur for the ten calendar days from and including the first day the employee is required to report for jury service and is engaged in such activities. Compensation shall extend beyond ten (10) days only upon provision to the City of a certified court document showing that trial counsel and/or the court estimated the trial for which an employee has been selected as a juror, to be of ten (10) or more days in duration.

ARTICLE 16 - LEAVE OF ABSENCE WITHOUT PAY

Except as modified herein, Leave of Absence shall be governed by Personnel Rule XI. Attendance and Leaves, Sec. 4 Leave of Absence, of the Personnel System Rules and Regulations of the City of Monterey Park.

- A. Leave of Absence Without Pay - The City Manager may grant a regular employee a leave of absence without pay for a period not to exceed ninety (90) calendar days. However, no such leave shall be granted unless the Police Chief recommends and the City Manager has approved said leave prior to

its commencement date. Upon a showing of good and reasonable cause, the City Manager has authority to retroactively define an unauthorized non-paid leave of absence as being approved and sanctioned.

No such leave shall be effective except upon written request of the employee following exhaustion by the employee of all accrued paid leaves of absence (except sick leave - see below), including but not limited to vacation and holiday. If the non-paid leave of absence is solely attributable to a medical condition, which would allow the employee to utilize accumulated sick leave, then, said sick leave shall be exhausted prior to the granting of any leave without pay status. Additionally, any such employee on a non-paid leave of absence pursuant to FMLA/CFRA shall be required to use sick leave concurrently with said leave only if the leave is for the employee's own serious condition.

The City Council may authorize a regular employee to utilize leave of absence without pay for a period not to exceed the accumulated total of one hundred and eighty (180) calendar days during the entire term of the employee's service on behalf of the City. For example, if during an employee's length of service with the City, said employee has been granted an accumulated total of one hundred and eighty (180) calendar days of leave without pay, then said employee shall not be eligible for any additional leave without pay status for any duration of time.

The granting of a leave of absence without pay consistent with this policy shall be documented in writing by the City Manager and a copy of said documentation shall be filed with the Director of Human Resources/Risk Management.

In any instance where an employee is utilizing an approved leave of absence without pay for a period of time greater than fifty percent (50%) of a pay period, said employee shall accrue no leave benefits or seniority for the duration of time while in said status.

All requests for approval of leave without pay shall be initiated by the subject employee making said request on a City provided personnel action request form and said form shall become a permanent part of the employee's personnel file.

- B. Maintenance of Insurance Benefits while on Leave of Absence Without Pay - It shall be the policy of the City that when an employee maintains employment status but is in a non-paid leave of absence, then the City shall make no premium or other contributions necessary to maintain in force and effect, any or all insurance coverage for which an employee would be otherwise eligible except as required by law. If such an employee desires to maintain during an authorized non-paid leave of absence, any or all insurance benefits otherwise available to an employee, then said employee shall be required to deposit any and all insurance premium payments with the City Director of Management Services on the date that the City is otherwise required to remit insurance premium payments to the carrier. Each employee shall be advised in writing of this City policy at the commencement of the authorized leave of absence without pay. There shall be no additional notices of said obligation provided to the employee.

ARTICLE 17 - FMLA/CFRA COMPLIANCE

It is the stated intent and policy of the City that should any provision within a Memorandum of Understanding, these rules and regulations, or any other policies or procedures adopted by the City or any of its subdivisions be in violation of the California Family Rights Act and/or the Federal Family and Medical Leave Act of 1993, then such provision is null and void.

ARTICLE 18 - INDUSTRIAL INJURY AND ILLNESS LEAVE

- A. Except as modified herein, Industrial Injury and Illness Leave shall be governed by Personnel Rule XI, Section 4a, Industrial Injury and Illness Leave of the Personnel System Rules and Regulations of the City of Monterey Park and state law.
- B. An employee who is absent due to an Industrial Injury for an extended period of time will be considered to be on a Monday through Friday 0800 hours – 1700 hours schedule. The employee shall not be required to be at any specific location during this time period, however, must be available by cell phone.

ARTICLE 19 - MODIFIED DUTY

- A. Subject to the exceptions described below, modified duty shall be made available only to those individuals suffering from an industrial injury. Non-industrial disabilities related to pregnancy, shall result in the subject employee being eligible for modified duty subject only to the criteria of Section B and Section C, subsections 1-6 as described below.
- B. It is the policy of the City to return work related injured or ill employees to work as quickly as is medically feasible. Every effort will be made to make "modified work" available to industrially injured employees who are not medically ready to return to full duties, but are able to perform light or modified duties without the likelihood of aggravating the injury. "Modified work" is defined as the performance of limited job tasks, which do not encompass all of the essential duties for that particular job class. "Modified duty" shall only be made available until the employee's condition becomes "permanent and stationary" or reaches maximum medical improvement under the prevailing workers' compensation statute and in no case shall extend beyond the statutory benefit period afforded under Labor Code Section 4850 for safety personnel. "Modified duty" shall not be considered a reasonable accommodation since the essential duties for the job are not taken into consideration.
- C. Modified duty may be allowed only if all of the following conditions are met:
 - 1. The Police Chief determines that he/she has productive work available, which is within the work restrictions imposed by the qualified medical specialist. Any such decision by the Police Chief shall not be subject to administrative or court challenge;
 - 2. The Risk Manager concurs that such work will not impose an unacceptable level of risk to the City or the employee; and
 - 3. The City Manager concurs that the modified work assignment of the named employee is in the best interests of the City.
 - 4. The determination of availability of a modified work assignment shall be made on a case-by-case basis and at the sole discretion of the City;
 - 5. No modified duty assignment shall be made prior to conditions 1-3 being met;
 - 6. There shall be no appeal of any decision, which results in no assignment of modified duty

being made.

D. Non-Industrial Modified Duty

1. In addition to the above, non-industrial modified duty may be assigned when the following additional criteria are met (pregnancy disability not subject to the restrictions described below):
 - a. Employee meets all the criteria as stated in Section C of this article.
 - b. Employee receives a medical release from the designated City doctor that modified duties may be performed.
 - c. The prognosis is for the injury/illness to exceed 2 weeks (14 days).
 - d. The employee is released to work at least half a full shift (either 5/8 or 4/10 schedule)
 - e. The employee's schedule is to be determined at the sole discretion of the Chief of Police. The Chief's determination shall not be subject to any administrative or court challenge.
 - f. Modified duty is intended to be temporary and therefore modified duty for non-industrial injury/illness shall not exceed 30 calendar days in a rolling twelve-month period. With a physician's note that indicates medical improvement but continued work restrictions, the Police Chief may agree to extend the modified duty for an additional thirty (30) day period.
 - g. An individual on non-industrial modified duty may be assigned to any Division of the Police Department or any Department of the City.
 - h. No more than one individual may be assigned non-industrial modified duty at any one time unless it is determined at the sole discretion of the Chief of Police that sufficient work exists to accommodate more than one individual. The Chief's determination shall not be subject to any administrative or court challenge.
 - i. No individual may be assigned, or continue to be assigned, non-industrial modified duty if there is any officer assigned modified duty for an industrial injury unless it is determined at the sole discretion of the Chief of Police that sufficient work exists to accommodate more than one individual. The Chief's determination shall not be subject to any administrative or court challenge.
 - j. At all times, industrially injured individuals shall have precedence for modified duty assignments over non-industrial injured individuals.

ARTICLE 20 - UNIFORM ALLOWANCE

The uniform allowance shall be seven hundred and twenty-five dollars (\$725.00) per year and shall increase to \$1,000 effective July 8, 2023. The employees will receive cash payment for the uniform allowance the first full pay period after July 1. The parties agree that this is special compensation and shall be reported as such to CalPERS for "classic members" to the extent legally permissible, pursuant to Title 2 CCR, Section

571(a)(5) and shall be reported in equal amounts per pay period, regardless of when used by or paid to the employee.

~~In addition, the following shall apply:~~

- ~~1. Employees may choose to receive cash payment for the uniform allowance each fiscal year. Requests to receive the cash payment shall be submitted no later than the first paycheck of June for the following fiscal year cash option.~~
- ~~2. Employees who do not elect to receive a cash payment and who do not use the full \$725 1,000 allowance with the retail outlet will receive any remaining balance as cash payment for uniform maintenance or other uniform related costs the second payroll in June.~~

ARTICLE 21 - MEDICAL INSURANCE

A. Medical Insurance (Active Employees)

Employees will receive insurance coverage through CalPERS under the California Public Employees' Medical and Hospital Care Act (PEMHCA). The City's contribution toward medical insurance under PEMHCA will be the minimum employer contribution (MEC) required by PEMHCA (in 2023~~2019~~ the MEC is \$151~~136~~/month).

B. Retiree Medical Insurance

1. Employees Hired On or After January 1, 2016

Employees who are hired into City service on or after January 1, 2016 and retire from the City, will be eligible for medical insurance provided by PEMHCA and the City will contribute the minimum employer contribution (MEC) as required under PEMHCA. For 2023~~2019~~, this amount is \$151~~136~~ per month. PEMHCA determines the amount annually and therefore, this is subject to change.

2. Retiree and Employees Hired Prior to January 1, 2016

Current retirees and employees who were hired on or before December 31, 2015 will be eligible for medical insurance provided by PEMHCA and when enrolled in PEMHCA, receive a City contribution equal to the MEC under PEMHCA. The City shall also make a monthly contribution to a retiree Health Reimbursement Account (HRA) for the difference between the MEC and the contribution amount set forth below (subject to the actual premium of the PEMHCA plan):

- a. If the employee retired from City employment with less than 20 years of City service, and remains enrolled in PEMHCA in retirement he/she will receive up to \$485/month (includes the MEC) toward the purchase of medical insurance under PEMHCA for retiree and all eligible dependents.
- b. If the employee retired from City employment with 20 or more years of City service, and remains enrolled in PEMHCA in retirement he/she will receive up to \$650/month toward the purchase of medical insurance under PEMHCA for retiree and all eligible dependents.

c. Medicare

Retirees must comply with the Medicare enrollment requirements set forth by PEMHCA and the City's health plan program.

If a retiree does not qualify for Medicare and has submitted the requisite proof to CalPERS, the retiree may remain on a CalPERS basic plan until the retiree later qualifies for Medicare Part A at no cost.

~~d. Actuarial Study~~

~~The City will authorize the payment for and preparation of an actuarial study of the projected cost of MPPCA's proposal during negotiations for the 2022-2023 MOU. The City commits to presenting the actuary's report to MPPCA and to further consider MPPCA's proposal during the negotiations for a successor MOU to the 2022-2023 MOU.~~

C. Dental Insurance

The City will contribute up to ninety-five (\$95) per month. The employee will pay any and all premiums due in excess of the City's contribution under the City's Cafeteria Plan (Section 125).

D. Vision Insurance Plan

The City shall provide a vision insurance plan. The City will contribute up to ~~twenty (\$20) dollars per month for the employee and eligible dependents. Effective the pay period following June 30, 2017, the contribution toward vision will increase to~~ thirty (\$30) per month for the employee and eligible dependents. The employee will pay any and all premiums due in excess of the City contribution under the City's Cafeteria Plan. The plan design shall be: Examination every 12 months; Frames and Lenses every 24 months. Deductible shall be \$10.00/exam; \$20.00/frame and lenses.

E. Section 125 Cafeteria Plan

1. The City agrees to maintain a premium conversion plan for all active unit members to provide for the pre-tax deduction of the employee's share of premiums toward medical coverage, and when applicable, the employee's share of premiums toward the dental plan as well as any premium payment for CalPERS Long Term Care which the employee may elect to participate in an pay through payroll deduction.

~~Effective January 1, 2020, the City's contribution to the Cafeteria plan for active employees will increase by seventy-five dollars (\$75) per month for a total monthly contribution of one thousand three hundred seventy-five dollars (\$1,375) per month. Effective the beginning of the pay period following January 1, 2021, the City's contribution to the Cafeteria plan for active employees will increase by seventy-five dollars (\$75) per month for a total monthly contribution of one thousand four hundred and fifty dollars (\$1,450). Effective the beginning of the pay period following January 1, 2022, the City's contribution to the Cafeteria plan for active employees will increase by twenty-five dollars (\$25) per month for a total monthly contribution of one thousand four hundred and seventy dollars (\$1,475).~~

The City's contribution will include the PEMHCA MEC (\$~~151~~¹²⁵ per month for ~~2023~~²⁰¹⁶) toward the medical plan and the balance may be used for other eligible expenses. Eligible expenses include: (1) medical insurance premiums, (2) dental insurance premium, (3) vision insurance premium, and cash (as set forth below). Employees will be responsible for paying the amount of the total insurance premium that exceeds the City's contribution via the Cafeteria Plan (IRC Section 125 Plan).

3. For employees who elect to waive medical insurance from the City (opt out), the City will pay \$300/month in cash to the employee. In order to receive the opt-out incentive, the employee must annually certify that he/she has medical insurance coverage in a group plan (other than Covered California) that provides minimum essential coverage under the Affordable Care Act for the employee and all members of his/her tax family.
4. Specific details of this cafeteria plan will be contained in a plan document available for review by employees at the City's Human Resources Department.

F. AFFORDABLE CARE ACT REOPENER

The City may reopen negotiations at any time during the term of the MOU to meet and confer over impacts of the Affordable Care Act.

ARTICLE 22 - MEDICAL & DEPENDENT CARE FLEXIBLE SPENDING ARRANGEMENT

Effective January 1, 2018, the City will offer a voluntary medical and dependent care flexible spending account to employees. The City will pay the administrative fee for the plans and the employee will be responsible for individual account fees.

ARTICLE 23 – RETIREE HEALTHCARE TRUST

- A. Effective following July 1, 2020, the city shall establish a Retiree Healthcare Trust (RHT) and full-time Unit member will be eligible to self fund contributions towards it.

ARTICLE 24 - LIFE INSURANCE PLANS

- A. Life Insurance - The amount of life insurance provided to Police Captains shall be \$100,000.
- B. Supplemental Life Insurance may be purchased by each employee in \$10,000 increments with a maximum face value of \$300,000, or three times (3X) the individual's gross salary, whichever is less Any premium cost for supplemental insurance shall be borne by the employee.

ARTICLE 25- EDUCATIONAL INCENTIVE PAY

The City agrees to maintain an Educational Incentive Pay Plan, which provides additional compensation as follows:

- A. \$275.00 additional compensation per month (increasing to 6% of base salary effective July 8, 2023)

for an employee with a Bachelor's degree from an accredited academic institution as described above in a major reasonably related to the employee's work or consistent with a career objective with the City.

B. \$325.00 additional compensation per month (increasing to 7% of base salary effective July 8, 2023) for an employee with a Master's degree from an accredited academic institution as described above in a major reasonably related to the employee's work or consistent with a career objective with the City.

~~C. The City agrees to pay \$300.00 compensation per month for a Supervisorial POST Certificate or \$375 compensation per month for a Management POST Certificate, for an employee who does not otherwise qualify for the educational incentive pay as provided for in this article. The above amounts shall not be cumulative and in no case shall the total additional monthly compensation under Article 25 exceed \$550 per month as per Article 25D.~~

~~D.C. If an employee possesses any combination of both a Bachelor's and a Masters Degree's and a Supervisorial/Management POST Certificate, they~~ the employee ~~will be compensated a maximum of \$550 a month. In no case shall the total additional monthly compensation under Article 25 exceed \$550 per month.~~ of 7% of base salary per month.

The parties agree that this is special compensation and shall be reported as such to CalPERS to the extent legally permissible, pursuant to Title 2 CCR, Section 571(a)(2) – Educational Incentive Pay.

ARTICLE 26 - EDUCATIONAL ENROLLMENT COST REIMBURSEMENT

Educational costs shall be limited to two thousand dollars (\$2,000) annually per unit member for eligible reimbursement expenses as defined within this Article.

The City agrees to reimburse employees for the cost of enrolling in college-level courses in an academic institution accredited by the Western Association of Schools and Colleges or an accrediting organization recognized by the Council of Post Secondary Education directly related to their employment, or compatible with a career goal with the City. Enrollment cost reimbursement is subject to approval by both the Chief of Police and the Director of Human Resources and Risk Management. In rendering a reimbursement determination, the Chief of Police and the Director of Human Resources and Risk Management shall consider whether or not the course(s) for which the reimbursement is sought is related to the employee's then existing principal duties and the availability of funds for reimbursement purposes.

No employee shall be entitled to reimbursement unless pre-course enrollment written authorization for reimbursement is received from the Chief of Police and the Director of Human Resources and Risk Management. The reimbursement eligibility determinations described herein are not subject to any administrative or judicial appeal procedure and the decision of the Chief of Police and the Director of Human Resources and Risk Management shall be final.

Enrollment cost reimbursement will be paid according to the following schedule:

1. If tuition or fees are equal to or less than current California State University at Los Angeles fees, the City will pay 100% of the tuition fees.
2. If tuition or fees exceed California State University at Los Angeles fees, the City will pay

an amount equal to 100% of the California State University at Los Angeles fees.

An employee will be reimbursed up to twenty-five dollars (\$25.00) for books each semester or equivalent if he/she is enrolled in six (6) or less units; an employee will be reimbursed up to fifty dollars (\$50.00) for books each semester or equivalent, providing he/she is enrolled in seven (7) or more units. Reimbursement shall only be for books required for the course. All requests for reimbursement shall be accompanied by valid receipts.

ARTICLE 27 - SALARIES AND WAGES

~~A. Beginning with the first day of the pay period in which the MPPOMMA membership ratifies the tentative agreement setting forth the changes in this MOU, but no more than two (2) pay periods preceding ratification of the MOU by the City Council, the salary ranges for all classifications in this bargaining unit shall be increased by 6.0%. Effective July 8, 2023, the salary range for the classification of Police Captain shall be increased by an equity adjustment of 3.3%, plus a cost of living increase of 10.0%, for a total increase to the salary range of 13.3%. Existing salary steps are eliminated and replaced by the new range. Effective July 8, 2023, all new unit members shall be placed on the salary range to ensure that the total of the following: base salary, education pay, special pay and longevity pay, is 5% higher than the maximum that a top step lieutenant could receive for those same compensation items.~~

~~Essential Worker Premium Pay under ARPA: The City will make a one-time non-PERSable payment of \$8,000 per employee who was employed in a sworn classification by the City of Monterey Park prior to March 31, 2021 and is employed in a classification in this bargaining unit at the time of distribution of the lump-sum payment. The payment shall be distributed with the payroll for the pay period beginning after City Council ratification of this MOU.~~

B. Longevity Pay –~~Effective July 8, 2023, t~~The City will provide a monthly longevity payment of ~~two~~one-hundred dollars (\$~~200~~) per month upon completion of fifteen (15) years of continuous service, three-hundred (\$300) per month upon completion of twenty (20) years of continuous service, and ~~The longevity payment will increase to three-hundred fifty~~four-hundred and fifty dollars (\$~~450~~350) per month upon completion of twenty-five (25) years of continuous service.

C. Salary Range Advancement

Advancement within the ~~5-step~~ salary range shall be subject to the terms and conditions as set forth herein, except as inconsistent with the conversion from salary steps to a salary range:

1. Except as modified herein, all other existing rules governing salaries step increases and performance ratings shall remain as provided for in Municipal Code Section 2.36.050 - Step Increase and 2.36.060 - Performance rating system for employees.
2. Municipal Code Section 2.36.050 (6), Step Increase, based upon prior practices, shall be interpreted as follows: Any employee receiving an unsatisfactory rating report under the

performance rating system set forth in Section 2.36.060 shall be rated once each calendar month thereafter. The receipt by any employee of three consecutive unsatisfactory performance ratings shall be grounds for disciplinary action up to and including dismissal.

3. Advancement ~~between steps~~within the salary range may occur at intervals of no less than one year. ~~No multiple step increases may be granted.~~ Employees remain eligible for up to 5% merit increases with their annual evaluation until they reach the top of the salary range.
4. Performance evaluations and consideration of merit adjustments shall be due annually on the employee's anniversary of the probationary appointment to his/her position classification. Any employee on a leave of absence (paid or unpaid) for more than 30 days in a rating period shall have their annual review date adjusted accordingly. No step raises, or other performance-based compensation, shall be delayed by more than sixty (60) calendar days due to the City failing to evaluate the affected employee's performance in a timely manner. However, if an employee who is due a performance evaluation that includes a possible merit increase, does not receive their performance evaluation within sixty (60) calendar days after the date of their annual evaluation date, the merit increase shall process retroactive to the date of the employee's anniversary date for merit increase consideration. The employee is to notify their supervisor and Human Resources at the time the sixty (60) calendar days have been exceeded. A personnel action form will be completed and the merit increase shall be made retroactive to the employee's anniversary date.
5. Recommendations for ~~step increases~~salary range advancement or denial of ~~step increases~~salary range advancement must be accompanied by a performance evaluation to substantiate performance. An Employee Appraisal and Development Report shall be completed and forwarded to the Human Resources Department prior to any department approved increase being processed for payment. In order for employees to receive increases in a timely manner, the Report should be received by the Human Resources Department by the beginning of the pay period in which the increase is due.
- ~~66.~~ Nothing in this Article shall prevent the Chief of Police from exercising management rights to suspend, reduce, demote, layoff, or terminate for cause an employee in accordance with City Personnel Rule XIII - Changes in Employment Status, or Rule XIV - Separation from the Service, or Rule XV - Disciplinary Proceedings.

ARTICLE 28- RETIREMENT

- A. Retirement Benefits - Retirement Benefits as provided in contract, dated November 1, 1952, with the Public Employees' Retirement System and as follows:
 1. Effective July 1, 1995, PERS "2% @ 50" formula Retirement Plan;
 2. Effective June 24, 1989, "Single Highest Year" option;
 3. Effective March 20, 1976, "Post Retirement Survivor" option;
 4. Effective May 8, 1999, "1959 Survivor's Benefit" - Level 4;
 5. Effective August 18, 2001, "3% @ 55" formula Retirement Plan;
 6. Effective November 1, 2003, Military Service Credit as Public Service.

- B. All employees who are classic members under the Public Employees' Retirement Law shall pay 9% of compensation earnable as the employee contribution to CalPERS.
- C. Employees who are classic members have the retirement formula that existed with the City on December 31, 2012, 3%@55 with single highest year for final compensation (Tier 1).
- D. Employees who are 'New Members' as defined by the California Public Employees' Pension Reform Act of 2013 (PEPRA) (e.g., an employee hired on or after 1/1/2013 who has never been a CalPERS member or member of a reciprocal system or who has had a break in CalPERS service of at least 6 months or more) will constitute a second tier and be subject to all the applicable PEPRA provisions, which include but are not limited to the following retirement benefits:

Tier 2: "New Members" will have the retirement formula 2.7%@57 and the three year average final compensation. New members contribute one-half of the total normal cost of their retirement benefits as determined by CalPERS. In 2016, that contribution is 12%.

- E. Cost-Sharing
Classic Employees:

Employee Paid Retirement Contribution: Classic employees currently pay the nine percent (9%) member contribution. Effective the payroll period following the 2019 CalPERS contract amendment approval, Employees shall also pay an additional three percent (3%) retirement contribution as cost sharing pursuant to Government Code section 20516(a). In accordance with IRS Code section 414(h)(2), the cost sharing will then be treated as a pre-tax deduction.

'New Member' Employees:

"New Member" employees pay their one-half the total normal cost as determined by CalPERS. As of July 1, 2019, that contribution is 12.25%. Effective the payroll period following the CalPERS contract amendment approval, "new members" will contribute .5% cost sharing pursuant to Government Code section 20516(a) in addition to their one-half of the total normal cost as determined by CalPERS. In accordance with IRS Code section 414(h)(2), the cost sharing will then be treated as a pre-tax deduction.

For example, if the required PEPRA contribution is 12.25%, then "new members" will contribute 12.25% (1/2 the normal cost) and .5% as cost-sharing, for a total employee contribution of 12.75%.

The parties agree to cost-sharing of the employer retirement rate as noted above. The City will pursue a contract amendment with CalPERS for the cost-sharing portion of employee contributions toward retirement. The parties agree to complete the contract amendment process. Cost sharing will begin as noted above.

If, at some future date, unit members no longer agree to cost sharing, the City will simultaneously reduce the salary range for all Unit members by 3% and reduce any impacted employees' base pay accordingly.

ARTICLE 29- MEDICAL EXAMINATION

A medical examination may be required by the City when job related and consistent with business necessity to ensure the employee is free from any physical, emotional, or mental condition that might adversely affect the exercise of powers of a peace officer as permitted by Government Code 1031(f). The exam will be administered by a medical doctor selected by the City. The City agrees to pay the full cost of the medical examination.

ARTICLE 30 - DEFERRED COMPENSATION PLAN

A deferred compensation plan will be available to all members of the Police Officers Association/Captains' Unit. Participation in this deferred compensation plan is at the option of the individual employee. Effective July 8, 2023, the City will contribute a matching up to one and one-half percent (1.5%) of base salary per month, but under no circumstances shall exceed the contributions limitations of Internal Revenue Code section 401(a) and related regulations and guidance.

A. One-Time Deferred Compensation Special 457 Catch-up Provision:

(One-Time is defined by law as an election to "catch-up" underutilized deferrals to a 457 plan, once in a singular year or multiple years, not to exceed 3 years) Federal Law allows 457 participants a one-time catch-up provision to make deferrals to "catch-up" underutilized deferrals from prior years during any or all of the three calendar years ending before the tax year they reach the plans normal retirement age. Normal retirement age for "classic" safety members of PERS is fifty-five (55) years old and fifty-seven (57) years old for "new" members of PERS. All 457 plans of an employer must have the same normal retirement age (NRA). For purposes of the deferred compensation special 457 catch-up provision for the City of Monterey Park, the normal retirement age range shall be considered 51 thru 62 years old.

The intent of this section is to facilitate association members in the final three (3) years prior to their stated retirement date in converting the hourly rate of accrued compensable leave to monies into their contribution to one of the City's deferred compensation providers in accordance with IRS regulations/Federal Law. After an employee defers compensable accrued leave, balances of 120 hours must remain or be maintained in both their sick and vacation accrual banks. If an employee defers compensable leave from a bank that has a formula of payout at retirement (i.e. 50% sick leave at retirement) the deferral does not recalculate the remaining balance. All sick leave hours, per MOU provisions, will be on a fifty percent basis (i.e. a conversion of 100 hours will result in the salary equivalent to 50 hours being deposited into the employees deferred compensation account). In the final three (3) years prior to an employee's stated retirement date he/she may convert the hourly rate of accrued compensable leave to monies into be included in their contribution to one of the City's deferred compensation providers in accordance with IRS regulations and the schedule outlined below:

3-year Catch-up Plan:

1st year: no more than 30% of compensable accrual time of Sick Leave, Vacation Leave and Holiday Leave as allowed by Federal Law.

2nd Year: If a second year is chosen, no more than 45% of compensable leave may be deferred.

3rd Year: If a third year is chosen, no more than 60% of compensable leave may be deferred.

The City is not a party to and accepts no responsibility for the employees obligations under federal law to comply with the IRS and legal requirements of such deferrals allowing 457 participants a one-time catch-up provision to make deferrals to “catch-up” underutilized deferrals from prior years during any or all of the three calendar years ending before the tax year they reach the plans normal retirement age.

ARTICLE 31 - WRITTEN NOTICES TO RECOGNIZED EMPLOYEE ORGANIZATION

Reasonable written notice will be given to the Police Captains of any rule, ordinance, resolution or regulation directly relating to matters within the scope of representation proposed to be adopted by the City Council. In cases where the City determines that as a result of an emergency an ordinance, rule, resolution or regulation must be adopted immediately without prior notice or meetings with the Police Captains, the City shall provide such notice and opportunity to meet at the earliest practical time following the adoption of such ordinance, rule, resolution or regulation.

The Police Captains shall be deemed to have met and conferred and agreed to any matter if within thirty days after mailing of the notice by the City regarding said matter, the employee organization fails to deliver to the City Manager a written request for a meeting.

ARTICLE 32 - GENERAL PROVISIONS

- A. This MOU shall not in any way interfere with the obligation of the parties hereto to comply with the State and Federal laws, or with any rule, regulation, or order issued by such government authority pertaining to matters covered herein. If any provision, or provisions, of this MOU shall be affected by State or Federal laws, or of any rule, regulation, or order issued by such governmental authority, or if any provision, or provisions, should be held invalid by a court of record, the remainder of the MOU shall not be otherwise affected thereby.
- B. The parties agree to continue their long-standing policies in that there shall be no discrimination against any employee because of membership or non-membership in the Recognized Employee Organization or based on any protected class.
- C. The parties agree that this MOU cannot be modified, changed, and/or canceled in any way except by mutual consent of said parties in writing, as set forth in this.

Nothing contained in the MOU shall act as a waiver of any rights an individual may have under the workers' compensation law.

ARTICLE 33 - TERM OF MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding shall be in effect for an initial term commencing July 1, 20~~23~~⁴⁸ and ending June 30, 20~~25~~² and shall continue in effect from year to year thereafter unless or until terminated.

This MOU may be terminated as of the end of the initial term or any subsequent contract period by either party giving written notice to the other not less than ninety (90) calendar days prior to the termination date. If no notice is given in accordance with the terms of this Article, the MOU shall automatically renew for

an additional year without any change whatsoever.

ARTICLE 34 - CITY COUNCIL APPROVAL

It is however, the mutual understanding of all parties hereto that this Memorandum of Understanding (MOU) is of no force or affect whatsoever unless or until ratified and approved by minute action duly adopted by the City Council of the City of Monterey Park. The “date of implementation” shall be the date this MOU is approved by the City Council.

IN WITNESS HEREOF, the parties hereto have caused this Memorandum of Understanding to be executed this 2nd 7th-day of AugustDecember, 20232022.

MONTEREY PARK POLICE CAPTAINS UNIT

By: _____

~~Eric Kim~~ Bill Cuevas, Captain
Monterey Park Police Department

Gustavo Jimenez, Captain
Monterey Park Police Department

CITY OF MONTEREY PARK

By: _____

~~Ron Bow~~ Inez Alvarez, Interim City Manager

By: _____

~~Inez Alvarez, Assistant City Manager~~

By: _____

~~Martha Garcia, Director of Finance~~

By: _____

Christine Tomikawa, Director of Human
Resources and Risk Management

APPROVED BY:

Karl H. Berger, City Attorney

ADDENDUM A

City of Monterey Park Police Captains' Unit

Effective July 8, 2023:

<u>Job Classification</u>	<u>Range 5</u>	<u>Minimum</u>	<u>Maximum</u>
<u>Police Captain</u>	<u>5</u>	<u>\$16,785</u>	<u>\$19,302</u>

3.5% Effective January 1, 2022

2021-2022 SALARY TABLE

Job Classification	Range	Step 1	Step 2	Step 3	Step 4	Step 5
Police Captain	5	13,005	13,663	14,356	15,083	15,836

Effective beginning with the first day of the pay period in which MPPCA membership ratifies the tentative agreement setting forth the changes in the MOU, but no more than two (2) pay periods preceding ratification of this MOU by the City Council.

2022-2023 SALARY TABLE

Job Classification	Range	Step 1	Step 2	Step 3	Step 4	Step 5
Police Captain	5	\$13,785	\$14,483	\$15,217	\$15,988	\$16,786



City Council Staff Report

DATE: August 2, 2023

AGENDA ITEM NO: Consent Calendar - 3C

TO: The Honorable Mayor and City Council
FROM: Kristin Olivarez, Interim City Librarian
SUBJECT: California Library Literacy Services (CLLS) English as a Second Language (ESL) Grant Fiscal Year 2023/2024

RECOMMENDATION:

It is recommended that the City Council consider:

1. Accepting \$34,976 in California Library Literacy Services grant funding for Library English as a Second Language Programming;
2. Appropriating the \$34,976 funding into the 2023-24 Fiscal Year budget; and
3. Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The LAMP Literacy Program was notified of a \$34,976 award from the California Library Literacy Services CLLS. The LAMP Literacy Program will utilize the grant to continue to assist adult learners achieve their literacy goals, improve job prospects and become United States citizens.

BACKGROUND:

The CLLS English as a Second Language (ESL) state grant provides funding for one-on-one and small group instruction for adult English-language learners. Literacy staff and volunteer tutors will assist ESL learners on the listening, comprehension and speaking skills, as well as basic reading and writing skills needed to participate in work, family life and their communities.

In 2022-2023, LAMP served 651 students with 27 volunteer tutors. The learners participated in 7,839 hours of instruction and tutors volunteered 1,078 hours to the program. The CLLS grant supports the ongoing ESL programs and one-on-one tutoring, and provides funding for staff salaries, professional development, ESL literacy workbooks and office supplies.

Some of the programs supported under this grant include:

- One-on-one instruction
- Five ESL classes (Beginning-Low, Beginning-High, Intermediate and Advanced)
- Citizenship Preparation and Citizenship Interview Practice
- English conversation groups
- ESL Book Club

- Writing Club

FISCAL IMPACT:

To receive this CLLS ESL grant, the Bruggemeyer Library must first be a recipient of the CLLS Adult Literacy grant, and meet the local program contribution threshold of at least \$15,000. Matching funds of \$15,000 are budgeted in the fiscal year 2023-24 budget. The City recommends appropriating the California Library Literacy Services grant of \$34,976 to the fiscal year 2023-24 budget.

Respectfully submitted by:



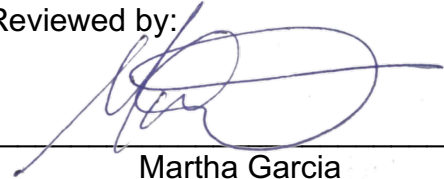
Kristin Olivarez
Interim City Librarian

Prepared by:



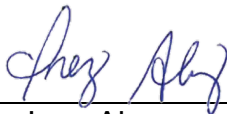
Victor Castellanos
Adult Literacy Coordinator

Reviewed by:



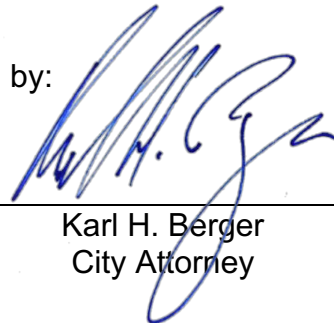
Martha Garcia
Director of Finance

Approved by:



Inez Alvarez
Interim City Manager

Reviewed by:



Karl H. Berger
City Attorney

ATTACHMENTS:

1. California Library Literacy Services English as a Second Language Grant 2023-24 Award Letter

ATTACHMENT 1

2023-24 Grant Award Letter



July 12, 2023

Diana Garcia
Monterey Park Bruggemeyer Library
318 S Ramona Ave
Monterey Park, CA 91754

Dear Ms. Diana Garcia,

We're pleased to provide funds to support your English as a Second Language program and the important work that you, your staff, and your volunteers do for your community through the California Library Literacy Services program.

In 2021-2022, the state budget included one-time California Library Literacy Services funding at \$15 million for English as Second Language Services. These funds will be allocated over a five-year period. This award letter covers Year 3 of funding between July 1, 2023, and June 30, 2024.

Your total award for the 2023-2024 fiscal year beginning July 1, 2023, is:

- **Total Award: \$34,976**

Your funds must be fully expended by June 30, 2024, in accordance with your approved budget on file with the State Library. The budget listed in your award packet indicates your original grant request. Your library may have to submit a new budget for review and approval to reflect your 2023-2024 English as a Second Language Services award.

To ensure that program expenditures are consistent with the California Library Literacy Services allowable expenses, please review the [California Library Literacy Services Allowable and Unallowable Expenses](#) guidelines. If you have any questions about expenses or expending your award funds, please contact Allyson Jeffredo at Allyson.Jeffredo@library.ca.gov.

We strongly encourage your program staff to develop and maintain community partners to strengthen your program, attend regular regional library literacy network meetings, participate in your local Adult Education Consortium, and participate in library literacy training opportunities offered by the regional networks and the State Library to meet the [CLLS Mission, Values, and Program](#)



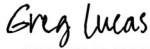
[Essentials](#). Additional California Library Literacy Services resources can also be found on the [California Library Literacy Services webpage](#).

The payment process begins when we receive your completed and signed budget modification form (if needed), claim form, certification form, and State Funded Grants Award Agreement and Certificate of Compliance (attached). All forms should be completed and signed through DocuSign to be processed for payment.

Our library literacy staff is available to assist you throughout the year. Please contact your Advisor Beverly Schwartzberg, beverly.schwartzberg@library.ca.gov, and your Grant Monitor Allyson Jeffredo, Allyson.Jeffredo@library.ca.gov, with any questions.

Thank you for your willingness to do so much for those in your community. Best wishes for a successful year.

Respectfully yours,

DocuSigned by:

BDA50981C41C416...

Greg Lucas
California State Librarian

Cc: Beverly Schwartzberg, beverly.schwartzberg@library.ca.gov
Allyson Jeffredo, allyson.jeffredo@library.ca.gov
Fiscal Office, stategrants.fiscal@library.ca.gov
Victor Castellanos, vcastellanos@montereypark.ca.gov
Stephanie Chen, stchen@montereypark.ca.gov

Enc: Re: ESL21-3-28: Claim form, certification form, and State Funded Grants Award Agreement and Certificate of Compliance

*Monterey Park Bruggemeyer Library***THE BASICS – YOUR GRANT AWARD**

The following provides basic information about your grant and managing your grant.

Award #:	ESL21-3-28
Library:	Monterey Park Bruggemeyer Library
Total Award Amount:	\$34,976

ESL GRANT REQUEST

Salary and Benefits	\$31,486
Contract Staff	\$3,000
Operations	\$600
Library Literacy Materials	\$3,300
Small Equipment	\$2,400
Equipment (\$5,000 or more per unit)	\$0
Subtotal	\$40,786
Indirect	\$0
Award Difference to be Adjusted (included in grant total below)	-\$5,810
Grant Total	\$34,976

Start Date:	Upon execution
End Date:	June 30, 2024
Please understand that it can take between eight to ten weeks following the receipt of an error free claim form before grant funds are delivered. If you have not received your payment after eight weeks, please contact your grant monitor.	

CONTACT

We want your project to be successful. Please work with the program staff listed below to implement your project:

Literacy Analyst:	Allyson Jeffredo
Phone Number:	(916) 603-6709
Email Address:	allyson.jeffredo@library.ca.gov
Library Programs Consultant:	Beverly Schwartzberg
Phone Number:	(916) 701-6880
Email Address:	beverly.schwartzberg@library.ca.gov

Monterey Park Bruggemeyer Library

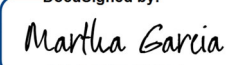
CERTIFICATION

I hereby certify under penalty of perjury: that I am the duly authorized representative of the claimant herein; that the claim is in all respects true, correct and in accordance with law and the terms of the agreement; and that payment has not previously been received for the amount claimed herein.

The claims the indicated allowance for the purposes of carrying out the functions stated in its CLLS application and in Sections 18880-18883 of the California Education Code.

318 S Ramona Ave, MONTEREY PARK, CA 91754

SIGNED

DocuSigned by:

4F47D68F3F9E42E...

Signature - Authorized representative

DATE

7/18/2023

Martha Garcia

Director of Finance

Typed/Printed Name and Title of Authorized Representative

magarcia@montereypark.ca.gov

Email address of authorized representative

Monterey Park Bruggemeyer Library

PROJECT INFORMATION:

Invoice #: ESL21-3-28

Project Title: English as a Second Language Services

Grantee: Monterey Park Bruggemeyer Library

Funding Start Date: Upon execution

Term Completion: June 30, 2024

Monterey Park Bruggemeyer Library

Total Award: \$34,976

PAYMENT SCHEDULE:

Libraries receive 100% of their 2023-2024 English as a Second Language Services award upon receipt of the award letter.

Note: Libraries have 18 months to spend their 2023-2024 English as a Second Language Services award funds, from July 1, 2023, in which the funds are awarded until December 31, 2024.

	English as a Second Language Service Award
Final Payment	\$34,976
Total	\$34,976

REPORTING:

For the 2023-2024 program period, libraries will be required to submit a mid-year report and final report. Reminder emails will be sent out beginning six weeks before the required reports are due.

All required reporting materials will be located on the California State Library's website. The reporting schedule is detailed below.

Mid-Year Report	Due January 31, 2024
Final Report	Due September 30, 2024

Note: A budget modification form will be required for all budget changes regardless of amount. Modification forms may be submitted throughout the year but no later than May 31st.



STATE FUNDED GRANTS
**AWARD AGREEMENT AND
CERTIFICATE OF COMPLIANCE**



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PROJECT SUMMARY

AWARD AGREEMENT BETWEEN THE STATE LIBRARY and Monterey Park Bruggemeyer Library for the English as a Second Language Services project.

AWARD AGREEMENT NUMBER ESL21-3-28

This Award Agreement ("Agreement") is entered into on July 1, 2023 by and between the California State Library ("State Library") and Monterey Park Bruggemeyer Library, ("Grantee").

This Award Agreement pertains to Grantee's State-funded English as a Second Language Services project.

The Library Development Services Bureau ("LDS") of the State Library administers state and federal funds in the form of awards.

The Grantee was selected by the State Library to receive state grant funds in the amount of \$34,976 through the process adopted by the State Library in administering such grants.

The State Library and the Grantee, for the consideration and under the conditions hereinafter set forth in the Grant Agreement, agree as follows:



PROCEDURES and REQUIREMENTS

A. Term of the Agreement

The Grant term begins July 1, 2023, and ends June 30, 2024. The project's final expenditure date is December 31, 2024. If completion of the project occurs prior to the end of the grant period, this will be the end date of the term of this agreement. Grant eligible program expenditures may begin no earlier than the start date. The project's final encumbrance period ends on June 30, 2024, and all eligible program costs must be expended by December 31, 2024.

B. Scope of Work

1. Grantee agrees to perform all activities specifically identified in the Grantee's application and submitted to the State Library in response to the English as a Second Language Services project.
2. The following activities and deliverables to be performed by the Grantee include, but are not limited to the following:
 - Maintain and keep records of expenditures related to the grant that are consistent with Generally Acceptable Accounting Practices (GAAP).
 - Make financial records available to the State Library upon request.
 - Work with the State Library staff to assure that funds are disbursed in compliance with the purpose of the grant.
 - Prepare and submit required narrative and financial reports.
 - Procure equipment, and other supplies as needed for the project.
 - Issue contracts for services, personnel, and consultants as needed for the project.
 - If applicable, make payments for services, including for hours worked and travel reimbursements, to consultants and contractors.
 - Oversee the implementation of project activities.

C. Budget Detail

The State Library shall provide the Grantee funding for the expenses incurred in performing the Scope of Work and activities specified in the Grantee's application. The Grantee shall request the distribution of grant funding consistent with its proposal and

the budget worksheet that was included with the application. Under no circumstances shall payments exceed the total grant amount identified in this Agreement.

D. Narrative and Financial Reports

- 1. The Grantee shall be responsible for submission of interim and final **narrative and financial** reports on the progress and activities of the project, to the California State Library, using the sample report documents provided by the California State Library.
- 2. All the reports must be current, include all required sections and documents, and must be approved by the Grant Monitor before any payment request can be processed. Failure to comply with the specified reporting requirements may be considered a breach of this Agreement and result in the termination of the Agreement or rejection of the payment request and/or forfeiture by the Grantee of claims for costs incurred that might otherwise have been eligible for grant funding. Any problems or delays must be reported immediately to the Grant Monitor. The financial reports shall reflect the expenditures made by the Grantee under the Agreement and may be incorporated into the same reporting structure as the narrative reports.
- 3. The reports shall be submitted by the following dates:

Reporting Period	Report	Due Date
July – December	2023-2024 Mid-Year Report Due	January 31, 2024
January – Project End Date	2023-2024 Final Report Due	September 30, 2024

- 4. Failure to submit timely reports with the appropriate documentation by the due date may result in rejection of the payment request and/or forfeiture by the Grantee of claims for costs incurred that might otherwise have been eligible for grant funding.
- 5. The Grantee agrees to maintain records and supporting documentation pertaining to the performance of this grant, subject to possible audit for a minimum of five (5) years after final payment date or grant term end date, whichever is later. Please refer to Exhibit A, Terms and Conditions, for more information.

E. Claim Form and Payment

- 1. The California State Library shall provide the Grantee payment as outlined in the payment schedule only if all requirements for claiming the funds as outline in this document have been met, and only for those activities and costs specified in the approved award application.

2. The Grantee shall complete, sign, and submit Certification of Compliance form (Exhibit B) and the Financial Claim form (included in your award packet), to the California State Library within 14 days of receiving this award packet. These forms will be issued, signed, and submitted using the online signature and agreement platform, DocuSign, unless DocuSign is unallowable or inconsistent with practices and policies of the local jurisdiction. If the use of DocuSign is not acceptable to your organization, please contact your grant monitor regarding alternate options.
3. Any of the sums appearing under the categories in the approved budget may be adjusted with prior authorization from the California State Library Grant Monitor. This would be to increase the allotment with the understanding that there will be corresponding decreases in the other allotments so that the total amount paid by the California State Library to the Grantee under this Agreement shall not exceed the awarded amount, which shall be expended/encumbered during the grant period.
4. If the payment amount made by the California State Library exceeds the actual expenses incurred during the term of this Agreement, as reflected in the financial reports to be filed by the Grantee, the Grantee shall immediately refund the excess payment amount to the California State Library.
5. The Award payments will only be made to the Grantee. It is the Grantee's responsibility to pay all contractors and subcontractors for purchased goods and services.
6. The Final Payment of 10% will be withheld and retained by the California State Library until all conditions agreed upon in this Agreement, including submission and grant monitor approval of the interim and final narrative and financial reports, have been satisfied.
7. **Prompt Payment Clause**
The California State Library will make payments to the Grantee in accordance with the Prompt Payment Clause under Government Code, section 927, *et. seq.* The Grantee may typically expect payment within 45 days from the date a grant payment request is properly submitted and approved by the Grant Monitor.
8. **Budget Contingency Clause**
 - a. It is mutually agreed that if the Budget Act of the current fiscal year or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall no longer be in full force and effect. In this event, the California State Library shall have no liability to pay any funds whatsoever to the Grantee or to furnish any other considerations under this Agreement and the Grantee shall not be obligated to perform any provisions of this Agreement.

- b. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this Program, the California State Library shall have the option to either cancel this Agreement with no liability occurring to itself or offer an Agreement amendment to the Grantee to reflect the reduced amount.



EXHIBIT A: TERMS and CONDITIONS

1. **Accessibility:** The State is responsible for ensuring that public websites are accessible to both the general public and state employees, including persons with disabilities. Grantee shall assist the State in meeting its responsibility. Therefore, all project materials generated by state funded programs must meet the [California Accessibility Standards](#). Additionally all project materials designed, developed, and maintained shall be in compliance with the California Government Code, sections 7405 and 11135, and the Web Content Accessibility Guidelines 2.0, or a subsequent version, as published by the Web Accessibility Initiative of the World Wide Web Consortium at a minimum Level AA success criteria.

However, if for some reason project material is not generated to be in compliance to meet these standards, please still submit it to the State Library. When submitting the material make sure to note that the material is not accessible by including "NOT ACCESSIBLE" in the file name.

The California State Library reserves the right to post project materials to its website that are in compliance with these standards.

2. **Acknowledgment:** The State of California and the California State Library shall be acknowledged in all promotional materials and publications related to the English as a Second Language Services project.
 - a. Grant award recipients must ensure that the State of California receives full credit as the source of funds and that the California State Library, likewise, is acknowledged as the administrator.
 - b. Publications and information releases about the project must credit the State of California. An appropriate statement for a publication or project press release is:

"This [publication/project] was supported in whole or in part by funding provided by the State of California, administered by the California State Library."

Grantees must include the above statement in any publications, vehicle wraps, and promotional materials, including websites. If space is limited the State Library logo and the following shortened acknowledgement statement is acceptable:

"Funding provided by the State of California."

- c. This credit line on products of a project, such as materials, is important to foster support from the public, and state funding sources.
 - d. California State Library Logo: Use of the California State Library logo, which can be downloaded on the [California State Library website](#), is required on any publication, vehicle wrap, or promotional material along with the above statement(s).
 - e. Photo Documentation: Digital photos are a great way to document the happenings of your project. It is recommended that you use a photo release form when taking photos of the public. You may use your library's photo release form, or contact your grant monitor for the State Library's form.
3. Agency: In the performance of this Agreement the Grantee and its agents and employees shall act in an independent capacity and not as officers, employees or agents of the California State Library. The Grantee is solely responsible for all activities supported by the grant. Nothing in this Agreement creates a partnership, agency, joint venture, employment, or any other type of relationship between the parties. The Grantee shall not represent itself as an agent of the California State Library for any purpose, and has no authority to bind the State Library in any manner whatsoever.
4. Amendment: No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties, and approved as required. No oral understanding or agreement not incorporated into this Agreement is binding on any of the parties. This Agreement may be amended, modified or augmented by mutual consent of the parties, subject to the requirements and restrictions of this paragraph.
5. Applicable law: The laws of the State of California shall govern all proceedings concerning the validity and operation of this Agreement and the performance of the obligations imposed upon the parties hereunder. The parties hereby waive any right to any other venue. The place where the Agreement is entered into and place where the obligation is incurred is Sacramento County, California.
6. Assignment, Successors, and Assigns: The Grantee may not assign this Agreement or delegate its performance to any third-party person or entity, either in whole or in part, without the California State Library's prior written consent. The provisions of this Agreement shall be binding upon and inure to the benefit of the California State Library, the Grantee, and their respective successors and assigns.
7. Audit and Records Access: The Grantee agrees that the California State Library, the Department of General Services, the State Auditor, or their designated representatives shall have the right to review, audit, inspect and copy any records and supporting documentation pertaining to the performance of this Agreement. The Grantee agrees to maintain such records for possible audit for a minimum of five (5) years after the final payment, or grant term end date,

whichever is later, unless a longer period of records retention is stipulated, or until completion of any action and resolution of all issues which may arise as a result of any litigation, dispute, or audit, whichever is later. The Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, the Grantee agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement.

Examples of audit documentation may include, but not limited to, competitive bids, grant amendments, if any, relating to the budget or work plan, copies of any agreements with contractors or subcontractors if utilized, expenditure ledger, payroll register entries, time sheets, personnel expenditure summary form, travel expense log, paid warrants, contracts and change orders, samples of items and materials developed with grant funds, invoices and/or cancelled checks.

8. Authorized Representative: Grantee and the California State Library mutually represent that their authorized representatives have the requisite legal authority to sign on their organization's behalf.
9. Communication: All communications from either party, including an interim check-in at any time during the grant term, shall be directed to the respective grant manager or representative of the California State Library or Grantee. For this purpose, the following contact information is provided below

Monterey Park Bruggemeyer Library
Diana Garcia
318 S Ramona Ave
MONTEREY PARK, CA 91754
dgarcia@montereypark.ca.gov
(626) 307-1418

California State Library
Allyson Jeffredo
900 N Street
Sacramento, CA 95814
allyson.jeffredo@library.ca.gov
916-603-6709

10. Confidentiality: Grantee will maintain as confidential any material it receives or produces that is marked **Confidential** or is inherently confidential or is protected by privilege. Grantee agrees to alert the State Library to this status in advance, and State Library agrees to maintain this status in conformity with the Public Records Act.
11. Contractor and Subcontractors: Nothing contained in this Grant Agreement or otherwise shall create any contractual relation between the State and any contractor or subcontractors, and no contract or subcontract shall relieve the Grantee of his or her responsibilities and obligations hereunder. The Grantee agrees to be as fully responsible to the State for the acts and omissions of its

contractors, subcontractors, volunteers, student interns and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by the Grantee. The Grantee's obligation to pay its contractors and subcontractors is an independent obligation from the State's obligation to make payments to the Grantee. As a result, the State shall have no obligation to pay or to enforce the payment of any monies to any contractor or subcontractor.

12. Copyright: Grantee owns and retains titles to any copyrights or copyrightable material from any original works that it creates within the scope of this Agreement in accordance with the federal Copyright Act. (17 U.S.C. 101, *et seq.*) Grantee is responsible for obtaining any necessary licenses, permissions, releases or authorizations to use text, images, or other materials owned, copyrighted, or trademarked by third parties and for extending such licenses, permissions, releases, or authorizations to the California State Library pursuant to this section. Also, the California State Library may upload, post or transmit copyrighted material produced or purchased with grant funds on a California State Library website for public access and viewing.
13. Discharge of Grant Obligations: The Grantee's obligations under this Agreement shall be deemed discharged only upon acceptance of the final report by California State Library. If the Grantee is a non-profit entity, the Grantee's Board of Directors shall accept and certify as accurate the final report prior to its submission to California State Library.
14. Dispute Resolution: In the event of a dispute, Grantee will discuss the problem informally with the Grant Monitor. If unresolved, the Grantee shall file a written "Notice of Dispute" with the State Library Grant Monitor within ten (10) days of discovery of the problem. Within ten (10) days of receipt, the Grant Monitor shall meet with the Grantee for purposes of resolving the dispute. Any dispute arising under the terms of this Agreement which is not disposed of within a reasonable period of time, the Grantee may bring it to the attention of the State Librarian or the designated representative. The decision of the State Librarian or designated representative shall be final. Unless otherwise instructed by the Grant Monitor, the Grantee shall continue with its responsibilities under this Agreement during any dispute.
15. Drug-free Workplace: The Grantee certifies under penalty of perjury under the laws of California, that the Grantee will comply with the requirements of the Drug-Free Workplace Act of 1990 (Gov. Code, § 8350 *et. seq.*) and will provide a drug-free workplace by taking the following actions:
 - a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about all of the following:

- 1) The dangers of drug abuse in the workplace.
- 2) The Grantee's policy of maintaining a drug-free workplace;
- 3) Any available counseling, rehabilitation and employee assistance programs.
- 4) Penalties that may be imposed upon employees for drug abuse violations.

c. Require that every employee who works on the Agreement will:

- 1) Receive a copy of the Grantee's drug-free workplace policy statement.
- 2) Agrees to abide by the terms of the Grantee's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and grantee may be ineligible for award of any future state agreements if the California State Library determines that the grantee has made a false certification or violated the certification by failing to carry out the requirements as noted above.

16. Effectiveness of Agreement: This Agreement is of no force or effect until signed by both parties.

17. Entire Agreement: This Agreement supersedes all prior agreements, oral or written, made with respect to the subject hereof and, together with all attachments hereto, contains the entire agreement of the parties.

18. Exclusive Agreement: This is the entire Agreement between the California State Library and Grantee.

19. Executive Order N-6-22-Russia Sanctions: The Grantee shall comply with Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law. The EO directs state agencies to terminate grant agreements with, and to refrain from entering any new grant agreements with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the State determine Grantee is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. The State shall provide Grantee advance written notice of such termination, allowing Grantee at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the State.

20. Extension: The State Librarian or designee may extend the final deadline for good cause. The Grantee's request for an extension of the grant period must be

made in writing and received by the California State Library at least 30 days prior to the final deadline.

21. Failure to Perform: The grant being utilized by the Grantee is to benefit the English as a Second Language Services project. If the Grant Monitor determines the Grantee has not complied with this Agreement, the Grantee may forfeit the right to reimbursement of any grant funds not already paid by the California State Library, including, but not limited to, the ten percent (10%) withhold.

22. Federal and State Taxes: The State Library shall not:

- a. Withhold Federal Insurance Contributions Act (FICA) payments from Grantee's payments or make FICA payments on the Grantee's behalf; or
- b. Make Federal or State unemployment insurance contributions on Grantee's behalf; or
- c. Withhold Federal or State income taxes from Grantee's payments

Grantee shall pay all taxes required on payments made under this Agreement including applicable income taxes and FICA.

23. Force Majeure: Neither the California State Library nor the Grantee, its contractors, vendors, or subcontractors, if any, shall be responsible hereunder for any delay, default, or nonperformance of this Agreement, to the extent that such delay, default, or nonperformance is caused by an act of God, weather, accident, labor strike, fire, explosion, riot, war, rebellion, sabotage, flood, or other contingencies unforeseen by the California State Library or the Grantee, its contractors, vendors, or subcontractors, and beyond the reasonable control of such party.

24. Forfeit of Grant Funds and Repayment of Funds Improperly Expended: If grant funds are not expended, or have not been expended, in accordance with this Agreement, the State Librarian or designee, at his or her sole discretion, may take appropriate action under this Agreement, at law or in equity, including requiring the Grantee to forfeit the unexpended portion of the grant funds, including, but not limited to, the ten percent (10%) withhold, and/or to repay to the California State Library any funds improperly expended.

25. Fringe Benefit Ineligibility: Grantee agrees that neither the Grantee nor its employees and contract personnel are eligible to participate in any employee pension, health benefit, vacation pay, sick pay or other fringe benefit plan of the State of California or the State Library.

26. Generally Accepted Accounting Principles: The Grantee is required to use Generally Accepted Accounting Principles in documenting all grant expenditures.

27. Grant Monitor: The Grant Monitor's responsibilities include monitoring grant progress, and reviewing and approving Grant Payment Requests and other documents delivered to the California State Library pursuant to this Agreement. The Grant Monitor may monitor Grantee performance to ensure Grantee expends grant funds appropriately and in a manner consistent with the terms and conditions contained herein. The Grant Monitor does not have the authority to approve any deviation from or revision to the Terms and Conditions (Exhibit A) or the Procedures and Requirements unless such authority is expressly stated in the Procedures and Requirements.
28. Grantee: the government or legal entity to which a grant is awarded and which is accountable to the California State Library for the use of the funds provided.
- a. The grantee will make reports to the State Librarian in such form and containing such information as may be required to ensure the proper use of funds consistent with the grantee's application and award agreement. The grantee will keep such records and afford such access as the California State Library may find necessary to assure the correctness and verification of such reports.
29. Grantee Accountability: The Grantee is ultimately responsible and accountable for the manner in which the grant funds are utilized and accounted for and the way the grant is administered, even if the Grantee has contracted with another organization, public or private, to administer or operate its grant program. In the event an audit should determine that grant funds are owed to the California State Library, the Grantee is responsible for repayment of the funds to the California State Library.
30. Grantee Funds: It is mutually agreed that the Grantee is responsible for furnishing funds beyond the grant award that may be necessary to complete the project.
31. Independent Action: Grantee reserves the right to fulfill its obligations under this Agreement in an independent manner, at any location and at any time within the agreed-upon timeline. Grantee's employees or contract personnel shall perform all services required by this Agreement, but their time need not be devoted solely to fulfilling obligations under this Agreement. Grantee shall furnish all equipment and materials used to meet its obligations, and complete the Project. The State Library shall not provide any personnel or other resources beyond the grant award, and is not required to provide training in connection with this Agreement.
32. Indemnification: Grantee agrees to indemnify, defend and save harmless the State of California, the California State Library and its officers, employees, and agents, from any and all claims, losses, and liabilities accruing or resulting to any and all contractors, subcontractors, suppliers, laborers and any other person, firm

or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Grantee in the performance of this Agreement.

33. License to Use: The California State Library reserves a fully paid-up, royalty-free, nonexclusive, sub-licensable and irrevocable license to reproduce, publish, prepare derivative works, distribute or otherwise use, and to authorize third parties to use, any material received or maintained by Grantee in connection with this Agreement. This includes intellectual property, with or without third-party rights. All such usages will be for public library and State governmental purposes:

- a. The copyright in any work developed under this grant, sub-grant, or contract under this grant or sub-grant; and
- b. Any rights of copyright to which a Grantee, sub-grantee, or a contractor purchases ownership with grant support.

34. Limitation of Expenditure: Expenditure for all projects must conform to the grantee's approved budget and with applicable State laws and regulations. The total amount paid by the California State Library to the Grantee under this agreement shall not exceed \$34,976 and shall be expended/encumbered in the designated award period.

During the award period, the grantee may find that the awarded budget may need to be modified. Budget changes, requests for additional funds, or requests for reductions in award funding must be discussed with the assigned State Library Grant Monitor and a Grant Award Modification may be required to be submitted according to the instructions. Approval is by the State Librarian or their designee. Adjustments should be reported on the next financial report. Any adjustments in approved budgets must be documented and documentation retained in project accounts.

35. Lobbying: Grantee confirms that the grant funds will not be used for the purposes of lobbying or otherwise attempting to influence legislation, as those purposes are defined by the U.S. Internal Revenue Code of 1986.

36. Non-Discrimination Clause: During this grant period, the Grantee and the Grantee's contractors, and subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status,

sex, age, sexual orientation, or military and veteran status. Grantee shall insure that the evaluation and treatment of contractors, employees and applicants for employment are free from such discrimination and harassment.

Additionally, Grantee, contractors, and subcontractors, if applicable, shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code § 12900 *et seq.*), the regulations promulgated thereunder (Cal. Code Regs., tit. 2, § 11000 *et seq.*), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Gov. Code §§ 11135-11139.5), and the regulations or standards adopted by the California State Library to implement such article.

Grantee shall permit access by representatives of the Department of Fair Employment and Housing and the California State Library upon reasonable notice at any time during the normal business hours, but in no case less than 24 hours' notice, to such of its books, records, accounts, and all other sources of information and its facilities as said Department or the California State Library shall require ascertaining compliance with this clause. Grantee, and its contractors, and subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement. (See Cal. Code Regs., tit. 2, § 11105.) Grantee shall include the non-discrimination and compliance provisions of this clause in all contracts and subcontracts to perform work under the Agreement.

37. Notices: All notices and other communications in connection with this Agreement shall be in writing, and shall be considered delivered as follows:

- a. **Electronic Mail (E-mail):** When sent by e-mail to the last e-mail address of the recipient known to the party giving notice. Notice is effective upon transmission.
- b. **DocuSign (e-signature platform):** When sent via DocuSign a notification will be sent to the last e-mail address of the recipient known to the party giving notice. Notice is effective upon transmission.
- c. **Grants Management System:** When sent via / uploaded to the California State Library's Grants Management System a notification will be sent to the last e-mail address of the recipient known to the party giving notice. Notice is effective upon transmission.
- d. **Personally:** When delivered personally to the recipient's physical address as stated in this Agreement.
- e. **U.S. Mail:** Five days after being deposited in the U.S. Mail, postage prepaid, and addressed to recipient's address as stated in this Agreement.

38. Order of Precedence: The performance of this Agreement shall be conducted in accordance with the Terms and Conditions, Procedures and Requirements,

Certificate of Compliance, Project Summary, Activities Timeline, and Budget, of this Agreement, or other combination of exhibits specified on the Grant Agreement Coversheet attached hereto (collectively referred to as "Terms"). Grantee's California State Library-approved Application (Grantee's Application) is hereby incorporated herein by this reference. In the event of conflict or inconsistency between the articles, exhibits, attachments, specifications or provisions that constitute this Agreement, the following order of precedence shall apply:

- a. Grant Agreement Coversheet and any Amendments thereto
- b. Terms and Conditions
- c. Procedures and Requirements
- d. Certificate of Compliance
- e. Project Summary
- f. Grantee's Application (including Budget and Activities Timeline)
- g. All other attachments hereto, including any that are incorporated by reference.

39. Payment:

- a. The approved Budget, if applicable, is attached hereto and incorporated herein by this reference and states the maximum amount of allowable costs for each of the tasks identified in the Project Summary and Activity Timeline included in the project application. California State Library shall provide funding to the Grantee for only the work and tasks specified in the Grantee's Application at only those costs specified in the Budget and incurred in the term of the Agreement.
- b. The Grantee shall carry out the work described in the Work Plan or in the Grantee's Application in accordance with the approved Budget and shall obtain the Grant Monitor's written approval of any changes or modifications to the Work Plan, approved project as described in the Grantee's Application, or the approved Budget prior to performing the changed work or incurring the changed cost. If the Grantee fails to obtain such prior written approval, the State Librarian or designee, at his or her sole discretion, may refuse to provide funds to pay for such work or costs.
- c. The Grantee shall request funds in accordance with the funding schedule included in this agreement.
- d. Ten percent (10%) will be withheld from the Payment Request (if applicable) and paid at the end of the grant term, when all reports and conditions stipulated in this Agreement have been satisfactorily

completed. Failure by the grantee to satisfactorily complete all reports and conditions stipulated in this Agreement may result in forfeiture of any such funds withheld.

- e. Lodgings, Meals and Incidentals: Grantee's eligible costs are limited to the amounts authorized in the [California State Administrative Manual](#) (see Exhibit C or contact the Grant Monitor for more information).
- f. Payment will be made only to the Grantee.
- g. Reimbursable expenses shall not be incurred unless and until the grantee receives a Notice to Proceed as described in the Procedures and Requirements.

40. Personal Jurisdiction: The Grantee consents to personal jurisdiction in the State of California for all proceedings concerning the validity and operation of this Agreement and the performance of the obligations imposed upon the parties. Native American Tribal grantees expressly waive tribal sovereign immunity as a defense to any and all proceedings concerning the validity and operation of this Agreement and the performance of the obligations imposed upon the parties.

41. Personnel Costs: Any personnel expenditures to be paid for with grant funds must be computed based on actual time spent on grant-related activities and on the actual salary or equivalent hourly wage the employee is paid for their regular job duties, including a proportionate share of any benefits to which the employee is entitled.

42. Pledge: This Agreement shall not be interpreted to create any pledge or any commitment by the State Library to make any other or further grants or contributions to Grantee, or any other person or entity in connection with the Project. It is mutually agreed that Grantee is responsible for furnishing funds beyond the grant award that may be necessary to complete outcomes or deliverables.

43. Privacy Protection: Both parties agree to protect the confidentiality of any non-public, personal information that may be contained in materials received or produced in connection with this Agreement, as required by Civil Code, section 1798, *et. seq.*

44. Prohibited Use: The expenditure under this program shall not be used to supplant Grantee efforts in other grant programs provided by the California State Library.

45. Public Records Act: Material maintained or used by the California State Library is considered "public record" under the Public Records Act (PRA) at Government Code, sections 6250, *et. seq.* This includes the Interim and Final reports, and any other written communications between the parties. Grantee agrees to ensure that all content contained in its written reports are appropriate for publication.

Said material, along with all other reports, documentation and data collected during the term of the Agreement, will be subject to disclosure unless it qualifies for exemption under the PRA in whole or in part. Grantee agrees to alert the State Library as to a basis for exemption, if any exists.

46. Publicity Obligations: Grantee will notify the State Library of any promotional materials or publications resulting from the grant no later than five (5) days in advance of distribution, whether they are print, film, electronic, or in any other format or medium. Copies of all promotional materials will be provided to the State Library. Grantee will acknowledge the State Library's support as noted above. Grantee agrees that the State Library may include information about this grant and its outcomes in its own annual reports, with specific reference to Grantee, and may distribute such information to third parties.
47. Records: Communications, grant related documents, data, original receipts, and invoices must be maintained by Grantee and shall be made available to the State Library upon request. Grantee agrees to maintain adequate grant program records and adequate financial records consistent with generally accepted accounting practices, and to retain all records for at least five (5) years after the end-of-term. The State Library may monitor or conduct an onsite evaluation of Grantee's operation to ensure compliance with this Agreement, with reasonable advance notice.
48. Reduction of Waste: In the performance of this Agreement, Grantee shall take all reasonable steps to ensure that materials purchased or utilized in the course of the project are not wasted. Steps should include, but not be limited to: the use of used, reusable, or recyclable products; discretion in the amount of materials used; alternatives to disposal of materials consumed; and the practice of other waste reduction measures where feasible and appropriate.
49. Reimbursement Limitations: Under no circumstances shall the Grantee seek reimbursement pursuant to this Agreement for a cost or activity that has been or will be paid for through another funding source. The Grantee shall not seek reimbursement for any costs used to meet cost sharing or matching requirements of any other California State Library funded program.
50. Reports and Claims: It is the responsibility of the grantee make the required reports and claims to the California State Library.
- a. The grantee shall be responsible for submitting to the State Library Narrative Reports detailing progress and activities. The reports are due on the dates specified in the reporting schedule detailed in the Procedures and Requirements section.

- b. The grantee shall be responsible for submitting to the State Library Financial Reports reflecting grantee expenditure activity. The reports are due on the dates specified in the reporting schedule detailed in the Procedures and Requirements section.
- c. To obtain payment hereunder the grantee shall submit authorized claims provided by the State Library for that purpose, on each of the following mentioned dates for payment, and the California State Library agrees to reimburse the Library as soon thereafter as State fiscal procedures will permit.
- d. The final 10% of the grant award (if applicable) is payable only upon approval of all final reports and receipt of claim form. Failure to provide timely reports is a serious breach of an award recipient's administrative duty under the award.
- e. Payment will be provided to cover the expenditures incurred by the grantee for the project in the following manner:
 - o \$34,976 upon execution of the agreement and submission of claim by the grantee organization.

51. Self-Dealing and Arm's Length Transactions: All expenditures for which reimbursement pursuant to this Agreement is sought shall be the result of arm's-length transactions and not the result of, or motivated by, self-dealing on the part of the Grantee or any employee or agent of the Grantee. For purposes of this provision, "arm's-length transactions" are those in which both parties are on equal footing and fair market forces are at play, such as when multiple vendors are invited to compete for an entity's business and the entity chooses the lowest of the resulting bids. "Self-dealing" is involved where an individual or entity is obligated to act as a trustee or fiduciary, as when handling public funds, and chooses to act in a manner that will benefit the individual or entity, directly or indirectly, to the detriment of, and in conflict with, the public purpose for which all grant monies are to be expended.

52. Severability: If any part of this Agreement is found to be unlawful or unenforceable, such provisions will be voided and severed from this Agreement, but the remainder of the provisions in the Agreement will remain in full force and effect.

53. Site Visits: The Grantee shall allow the California State Library to access and conduct site visits, with reasonable notice, at which grant funds are expended and related work being performed at any time during the performance of the work and for up to ninety (90) days after completion of the work, or until all issues related to the grant project have been resolved. A site visit may include, but not

be limited to, monitoring the use of grant funds, provide technical assistance when needed, and to visit the State funded project.

54. Termination: The Agreement shall be subject to termination by the State Librarian or designee upon notice to the Grantee at least thirty (30) days prior to the effective date of termination. In the event this agreement is terminated, the Grantee shall deliver to the State Librarian copies of all reports, accounting, data, and materials prepared up to the date of termination. The State Librarian shall determine and pay the Grantee for necessary and appropriate expenditures and obligations up to the date of termination which have not been covered by prior installments previously paid to the Grantee. Upon such termination, the unused portion of the grant award must be returned to the California State Library within 45 days. If funding has been advanced to the Grantee, any unobligated balances, as determined by the State Librarian, shall be returned to the State Library within 45 days of the notice of termination.

55. Timeline: Time is of the essence to this Agreement. It is mutually agreed between the parties that the grant application and the timeline included therein are part of the Agreement.

56. Unused Funds: At the end-of-term Grantee agrees to return any unexpended or unaccounted for funds to the State Library, or to submit a written request for an extension of the grant period. Funds will be considered unexpended or unaccounted if they were: (1) not used for their intended purpose, or (2) used inconsistent with the terms of this Agreement.

Funds will also be considered unaccounted for, and must be returned, if the proposal outcomes or deliverables are materially incomplete by the end-of-term or earlier termination, as determined by the State Library in its sole discretion.

57. Waiver of Rights: California State Library shall not be deemed to have waived any rights under this Agreement unless such waiver is given in writing and signed by California State Library. No delay or omission on the part of California State Library in exercising any rights shall operate as a waiver of such right or any other right. A waiver by California State Library of a provision of this Agreement shall not prejudice or constitute a waiver of California State Library's right otherwise to demand strict compliance with that provision or any other provision of this Agreement. No prior waiver by California State Library, nor any course of dealing between California State Library and Grantee, shall constitute a waiver of any of California State Library's rights or of any of grantee's obligations as to any future transactions. Whenever the consent of California State Library is required under this Agreement, the granting of such consent by California State

Library in any instance shall not constitute continuing consent to subsequent instances where such consent is required and in all cases such consent may be granted or withheld in the sole discretion of California State Library.

58. Work Products: Grantee shall provide California State Library with copies of all final products identified in the Work Plan and Application. Grantee shall also provide the State Library with copies of all public education and advertising material produced pursuant to this Agreement.

59. Worker's Compensation: The State of California will not provide Workers' Compensation insurance for Grantee or Grantee's employees or contract personnel. If Grantee hires employees to perform services required by this Agreement, Grantee shall provide Workers' Compensation insurance for them. The Grantee is aware of Labor Code Section 3700, which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the Labor Code, and the Grantee agrees to comply with such provisions before commencing the performance of the work of this Agreement.



EXHIBIT B: CERTIFICATION of COMPLIANCE FORM

1. **AUTHORIZED REPRESENTATIVE:** I certify that the authorized representative named below is the legally designated representative of the Grantee for this Grant Agreement and project and is authorized to receive and expend funds in order to administer this grant program.
2. I certify that all information provided to the California State Library for review in association with this award is correct and complete to the best of my knowledge, and as the authorized representative of the Grantee, I commit to the conditions of this award, and I have the legal authority to do so.
3. I certify that any or all other participants or contractors in the grant program have agreed to the terms of the application/grant award and have entered into an agreement(s) concerning the final disposition of equipment, facilities, and materials purchased for this program from the funds awarded for the activities and services described in the attached, as approved and/or as amended in the application by the California State Librarian.
4. The authorized representative, on behalf of the Grantee, certifies that the Grantee will comply with all applicable requirements of State and Federal laws, regulations, and policies governing this program, to include the requirements listed below in this Certification of Compliance Form.
5. The authorized representative, on behalf of the Grantee, hereby certifies to the California State Library, for an award of funds in the amount \$34,976. This award will provide library services as set forth in the Project Application as approved and/or as amended by the California State Librarian.
6. **STATEMENT OF COMPLIANCE:** Grantee has, unless exempted, complied with the non-discrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 11102).
7. **DRUG-FREE WORKPLACE REQUIREMENTS:** Grantee will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:
 - a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
 - b. Establish a Drug-Free Awareness Program to inform employees about:
 - 1) the dangers of drug abuse in the workplace;

- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Grantee may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Grantee has made false certification or violated the certification by failing to carry out the requirements as noted above. (Gov. Code § 8350 *et. seq.*)

8. **CONFLICT OF INTEREST:** Grantee needs to be aware of the following provisions regarding current or former state employees. If Grantee has any questions on the status of any person rendering services or involved with the Agreement, the California State Library must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code § 10410):

- a. No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest, and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- b. No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code § 10411):

- a. For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.
- b. For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Grantee violates any provisions of above paragraphs, such action by Grantee shall render this Agreement void. (Pub. Contract Code § 10420).

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code § 10430 (e)).

9. **LABOR CODE/WORKERS' COMPENSATION:** Grantee needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Grantee affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code § 3700).
10. **AMERICANS WITH DISABILITIES ACT:** Grantee assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 *et. seq.*)
11. **RESOLUTION:** A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.
12. **PAYEE DATA RECORD FORM STD. 204:** This form must be completed by all Grantees that are not another state agency or other governmental entity.
13. **DRUG FREE WORKPLACE:**
 - a. Continue to provide a drug-free workplace by complying with the requirements in 2 C.F.R. part 3186 (Requirements for Drug-Free Workplace (Financial Assistance)). In particular, the recipient must comply with drug-free workplace requirements in subpart B of 2 C.F.R. part 3186, which adopts the Government-wide implementation (2 C.F.R. part 182) of sections 5152-5158 of the Drug-Free Workplace Act of 1988 (P. L. 100-690, Title V, Subtitle D; 41 U.S.C. §§ 701-707).
 - b. This includes but is not limited to: making a good faith effort, on a continuing basis, to maintain a drug-free workplace; publishing a drug-free workplace statement; establishing a drug-free awareness program for the employees; taking actions concerning employees who are convicted of violating drug statutes in the workplace.
14. **ACCESSIBILITY:** The organization receiving this award, as listed in the certification section below, and all program staff, will ensure all project materials will meet California accessibility standards.
15. **NON-DISCRIMINATION:** The organization receiving this award, as listed in the certification section below, and all program staff, agree to comply with all California non-discrimination laws.

16. ACKNOWLEDGEMENT: The organization receiving this award, as listed in the certification section below, and all program staff, agree to comply with California State Library acknowledgement requirements.

Certification

ORGANIZATION	
Name: Monterey Park Bruggemeyer Library	Address (<i>official and complete</i>): 318 S. Ramona Monterey Park, Ca. 91754
PROJECT COORDINATOR	
Name: Victor Castellanos	
Email: vcastellanos@montereypark.ca.gov	Phone: 626-307-1600
GRANTTEE AUTHORIZED REPRESENTATIVE	
Name: Martha Garcia	Title: Director of Finance
Email: magarcia@montereypark.ca.gov	Phone: 626-307-1349
Signature:  4F47D68F3F0E42E...	Date: 7/18/2023



Authorized Representative Signature

ORGANIZATION	
Name: City of Monterey Park	Address (official and complete): 320 W. Newmark Ave. Monterey Park, CA. 91754
AUTHORIZED REPRESENTATIVE	
Signature: DocuSigned by: <i>Martha Garcia</i> 4F47D68F3F9E42E...	Date: 7/18/2023
Printed Name of Person Signing: Martha Garcia	Title: Director of Finance
STATE OF CALIFORNIA	
Agency Name: California State Library	Address: 900 N Street, Sacramento, CA 95814
Signature: DocuSigned by: <i>Greg Lucas</i> BDA50981C41C416...	Date: 7/18/2023
Printed Name of Person Signing: Greg Lucas	Title: California State Librarian



EXHIBIT B: STATE REIMBURSABLE TRAVEL EXPENSES

Rates are subject to change per State of California, Department of Human Resources
 Please Check State of California, Department of Human Resources Website for
 updated expenses:

<http://www.calhr.ca.gov/employees/pages/travel-reimbursements.aspx>

Mileage: Rate subject to change	\$0.56 per mile – approved business/travel expense
Meals: Receipts are required	\$7.00 – Breakfast \$11.00 – Lunch \$23.00 – Dinner \$5.00 - Incidentals

Meals Note: Lunch can only be claimed if travel is more than 24 hours. Incidental charge may be claimed once for every 24-hour period and should cover incidental expenses, such as but not limited to, tip, baggage handling, etc.

Hotel: Receipts are required and MUST have a zero balance.	\$ 90.00 plus tax for all counties/cities not listed below \$ 95.00 plus tax for Napa, Riverside, and Sacramento Counties \$ 110.00 plus tax for Marin County \$ 120.00 plus tax for Los Angeles, Orange, and Ventura Counties, and Edwards AFB. Excluding the city of Santa Monica \$ 125.00 plus tax for Monterey and San Diego Counties \$ 140.00 plus tax for Alameda, San Mateo and Santa Clara Counties \$ 150.00 plus tax for the City of Santa Monica \$ 250.00 plus tax for San Francisco County Out of State: Prior authorization must be obtained, as well as three print-out hotel quotes. Actual receipt must be included with authorization and additional quotes.

Hotel Note: If the above approved reimbursable hotel rates cannot be secured, please contact your grant monitor to obtain an excess lodging form. This form must be approved prior to actual travel.

AIRLINE TICKETS: Itinerary and receipts are required	Actual reasonable fees pertaining to airline travel will be reimbursed. Business, First Class, or Early Bird Check-in fee is not an approved reimbursable expense.



5 June 2023

RE: Contractor and Grantee Compliance with Economic Sanctions Imposed in Response to Russia's Actions in Ukraine

Dear Grantee,

You are receiving this notification because you currently have an active grant through the California State Library.

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (EO) regarding sanctions in response to Russian aggression in Ukraine. The EO is located at <https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf>.

The EO directs all agencies and departments that are subject to the Governor's authority to take certain immediate steps, including notifying all contractors and grantees of their obligations to comply with existing economic sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law.

This correspondence serves as a notice under the EO that as a contractor or grantee, compliance with the economic sanctions imposed in response to Russia's actions in Ukraine is required, including with respect to, but not limited to, the federal executive orders identified in the EO and the sanctions identified on the U.S. Department of the Treasury website (<https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions>). Failure to comply may result in the termination of contracts or grants, as applicable.

Please note that for any agreements or grants valued at \$5 million or more, a separate notification will be sent outlining additional requirements specified under the EO.

Annly Roman
California State Library
900 N Street
Sacramento, CA 95814



**California Library Literacy and English Acquisition Services
FINANCIAL CLAIM
PAYMENT IN FULL**

Grant Award #:	ESL21-3-28	Date:	7/18/2023
Invoice #:	ESL21-3-28-01	PO #:	6336
Payee Name:	City of Monterey Park (Legal name of authorized agency to receive, disburse and account for funds*)		
Complete Address:	320 W. Newmark Ave., Monterey Park, CA. 91754 Street Address, City, State, Zip Code (Warrant will be mailed to this address)		
Amount Claimed:	\$34,976 (Payable Upon Execution of Agreement)	Type of Payment:	☐ PROGRESS ☐ FINAL ☒ IN FULL ☐ AUGMENT
Grantee Name:	Monterey Park Bruggemeyer Library (Name on Award Letter and Agreement)		
Project Title:	English as a Second Language		
For Period From: upon execution to end of grant period			

CERTIFICATION

I hereby certify under penalty of perjury: that I am the duly authorized representative of the claimant herein; that this claim is in all respects true, correct and in accordance with law and the terms of the agreement; and that payment has not previously been received for the amount claimed herein.

By 
 (Signature of the Authorized Representative)
 Martha Garcia

 (Print Name)

Director of Finance

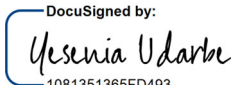
 (Title)

*Legal payee name must match the payee's federal tax return. Warrant will be made payable to payee name. Payee discrepancies in name and/or address may cause delay in payment. If you need to change payee name and/or address, please contact Fiscal Services at stategrants.fiscal@library.ca.gov.

State of California, State Library Fiscal Office

ENY: 2021
 PURCHASING AUTHORITY NUMBER: CSL-6120
 COA: 5432000

ITEM NO: 6120-2131-0001, Chapter 240, Statutes of 2021
 REPORTING STRUCTURE: 61202000
 PROGRAM #: 5312

By 
 (State Library Representative)

Date 7/19/2023

PAYEE DATA RECORD

(Required when receiving payment from the State of California in lieu of IRS W-9 or W-7)

STD 204 (Rev. 03/2021)

Section 1 – Payee Information**NAME** (This is required. Do not leave this line blank. Must match the payee's federal tax return)**BUSINESS NAME, DBA NAME or DISREGARDED SINGLE MEMBER LLC NAME** (If different from above)**MAILING ADDRESS** (number, street, apt. or suite no.) (See instructions on Page 2)**CITY, STATE, ZIP CODE****E-MAIL ADDRESS****Section 2 – Entity Type****Check one (1) box only that matches the entity type of the Payee listed in Section 1 above.** (See instructions on page 2)☐ **SOLE PROPRIETOR / INDIVIDUAL**☐ **SINGLE MEMBER LLC** *Disregarded Entity owned by an individual*☐ **PARTNERSHIP**☐ **ESTATE OR TRUST****CORPORATION** (see instructions on page 2)☐ **MEDICAL** (e.g., dentistry, chiropractic, etc.)☐ **LEGAL** (e.g., attorney services)☐ **EXEMPT** (e.g., nonprofit)☐ **ALL OTHERS****Section 3 – Tax Identification Number**Enter your Tax Identification Number (TIN) in the appropriate box. The TIN must **match** the name given in Section 1 of this form. Do not provide more than one (1) TIN. The TIN is a 9-digit number. **Note:** Payment will not be processed without a TIN.

- For **Individuals**, enter SSN.
- If you are a **Resident Alien**, and you do not have and are not eligible to get an SSN, enter your ITIN.
- Grantor Trusts (such as a Revocable Living Trust while the grantors are alive) may not have a separate FEIN. Those trusts must enter the individual grantor's SSN.
- For **Sole Proprietor or Single Member LLC (disregarded entity)**, in which the **sole member is an individual**, enter SSN (ITIN if applicable) or FEIN (FTB prefers SSN).
- For **Single Member LLC (disregarded entity)**, in which the **sole member is a business entity**, enter the owner entity's FEIN. Do not use the disregarded entity's FEIN.
- For all other entities including LLC that is taxed as a corporation or partnership, estates/trusts (with FEINs), enter the entity's FEIN.

Social Security Number (SSN) or Individual Tax Identification Number (ITIN)

_____ - _____ - _____

OR**Federal Employer Identification Number (FEIN)**

_____ - _____ - _____

Section 4 – Payee Residency Status (See instructions)☐ **CALIFORNIA RESIDENT** – Qualified to do business in California or maintains a permanent place of business in California.☐ **CALIFORNIA NONRESIDENT** – Payments to nonresidents for services may be subject to state income tax withholding.☐ No services performed in California☐ Copy of Franchise Tax Board waiver of state withholding is attached.**Section 5 – Certification*****I hereby certify under penalty of perjury that the information provided on this document is true and correct.******Should my residency status change, I will promptly notify the state agency below.*****NAME OF AUTHORIZED PAYEE REPRESENTATIVE****TITLE****E-MAIL ADDRESS****SIGNATURE****DATE****TELEPHONE** (include area code)**Section 6 – Paying State Agency****Please return completed form to:****STATE AGENCY/DEPARTMENT OFFICE**

Ca. State Library

UNIT/SECTION

Admin/Accounting

MAILING ADDRESS

900 N Street

FAX**TELEPHONE** (include area code)

916-603-7157

CITY

Sacramento

STATE

CA

ZIP CODE

95814

E-MAIL ADDRESS

accounting@library.ca.gov

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PAYEE DATA RECORD

(Required when receiving payment from the State of California in lieu of IRS W-9 or W-7)
STD 204 (Rev. 03/2021)

GENERAL INSTRUCTIONS

Type or print the information on the Payee Data Record, STD 204 form. Sign, date, and return to the state agency/department office address shown in Section 6. Prompt return of this fully completed form will prevent delays when processing payments.

Information provided in this form will be used by California state agencies/departments to prepare Information Returns (Form 1099).

NOTE: Completion of this form is optional for Government entities, i.e. federal, state, local, and special districts.

A completed Payee Data Record, STD 204 form, is required for all payees (non-governmental entities or individuals) entering into a transaction that may lead to a payment from the state. Each state agency requires a completed, signed, and dated STD 204 on file; therefore, it is possible for you to receive this form from multiple state agencies with which you do business.

Payees who do not wish to complete the STD 204 may elect not to do business with the state. If the payee does not complete the STD 204 and the required payee data is not otherwise provided, payment may be reduced for federal and state backup withholding. Amounts reported on Information Returns (Form 1099) are in accordance with the Internal Revenue Code (IRC) and the California Revenue and Taxation Code (R&TC).

Section 1 – Payee Information

Name – Enter the name that appears on the payee's federal tax return. The name provided shall be the tax liable party and is subject to IRS TIN matching (when applicable).

- Sole Proprietor/Individual/Revocable Trusts – enter the name shown on your federal tax return.
- Single Member Limited Liability Companies (LLCs) that is disregarded as an entity separate from its owner for federal tax purposes - enter the name of the individual or business entity that is tax liable for the business in section 1. Enter the DBA, LLC name, trade, or fictitious name under Business Name.
- Note: for the State of California tax purposes, a Single Member LLC is not disregarded from its owner, even if they may be disregarded at the Federal level.
- Partnerships, Estates/Trusts, or Corporations – enter the entity name as shown on the entity's federal tax return. The name provided in Section 1 must match to the TIN provided in section 3. Enter any DBA, trade, or fictitious business names under Business Name.

Business Name – Enter the business name, DBA name, trade or fictitious name, or disregarded LLC name.

Mailing Address – The mailing address is the address where the payee will receive information returns. Use form STD 205, Payee Data Record Supplement to provide a remittance address if different from the mailing address for information returns, or make subsequent changes to the remittance address.

Section 2 – Entity Type

If the Payee in Section 1 is a(n)...	THEN Select the Box for...
Individual • Sole Proprietorship • Grantor (Revocable Living) Trust disregarded for federal tax purposes	Sole Proprietor/Individual
Limited Liability Company (LLC) owned by an individual and is disregarded for federal tax purposes	Single Member LLC-owned by an individual
Partnerships • Limited Liability Partnerships (LLP) • and, LLC treated as a Partnership	Partnerships
Estate • Trust (other than disregarded Grantor Trust)	Estate or Trust
Corporation that is medical in nature (e.g., medical and healthcare services, physician care, nursery care, dentistry, etc.) • LLC that is to be taxed like a Corporation and is medical in nature	Corporation-Medical
Corporation that is legal in nature (e.g., services of attorneys, arbitrators, notary publics involving legal or law related matters, etc.) • LLC that is to be taxed like a Corporation and is legal in nature	Corporation-Legal
Corporation that qualifies for an Exempt status, including 501(c) 3 and domestic non-profit corporations.	Corporation-Exempt
Corporation that does not meet the qualifications of any of the other corporation types listed above • LLC that is to be taxed as a Corporation and does not meet any of the other corporation types listed above	Corporation-All Other

Section 3 – Tax Identification Number

The State of California requires that all parties entering into business transactions that may lead to payment(s) from the state provide their Taxpayer Identification Number (TIN). The TIN is required by R&TC sections 18646 and 18661 to facilitate tax compliance enforcement activities and preparation of Form 1099 and other information returns as required by the IRC section 6109(a) and R&TC section 18662 and its regulations.

Section 4 – Payee Residency Status

Are you a California resident or nonresident?

- A corporation will be defined as a "resident" if it has a permanent place of business in California or is qualified through the Secretary of State to do business in California.
- A partnership is considered a resident partnership if it has a permanent place of business in California.
- An estate is a resident if the decedent was a California resident at time of death.
- A trust is a resident if at least one trustee is a California resident.
 - For individuals and sole proprietors, the term "resident" includes every individual who is in California for other than a temporary or transitory purpose and any individual domiciled in California who is absent for a temporary or transitory purpose. Generally, an individual who comes to California for a purpose that will extend over a long or indefinite period will be considered a resident. However, an individual who comes to perform a particular contract of short duration will be considered a nonresident.

For information on Nonresident Withholding, contact the Franchise Tax Board at the numbers listed below:

Withholding Services and Compliance Section: 1-888-792-4900

E-mail address: wscs.gen@ftb.ca.gov

For hearing impaired with TDD, call: 1-800-822-6268

Website: www.ftb.ca.gov

Section 5 – Certification

Provide the name, title, email address, signature, and telephone number of individual completing this form and date completed. In the event that a SSN or ITIN is provided, the individual identified as the tax liable party must certify the form. Note: the signee may differ from the tax liable party in this situation if the signee can provide a power of attorney documented for the individual.

Section 6 – Paying State Agency

This section must be completed by the state agency/department requesting the STD 204.

Privacy Statement

Section 7(b) of the Privacy Act of 1974 (Public Law 93-579) requires that any federal, state, or local governmental agency, which requests an individual to disclose their social security account number, shall inform that individual whether that disclosure is mandatory or voluntary, by which statutory or other authority such number is solicited, and what uses will be made of it. It is mandatory to furnish the information requested. Federal law requires that payment for which the requested information is not provided is subject to federal backup withholding and state law imposes noncompliance penalties of up to \$20,000. You have the right to access records containing your personal information, such as your SSN. To exercise that right, please contact the business services unit or the accounts payable unit of the state agency(ies) with which you transact that business.



City Council Staff Report

DATE: August 2, 2023

AGENDA ITEM NO: Consent Calendar - 3D

TO: The Honorable Mayor and City Council
FROM: Martha Garcia, Director of Finance
SUBJECT: Identifying a tax rate for collecting voter authorized property taxes for employee retirement benefits based on the assessed valuation established by the County Assessor's Office

RECOMMENDATION:

It is recommended that the City Council consider:

1. Adopting a Resolution identifying the amount of tax revenue required to fulfill the voters' intent in funding the City's retirement system; and
2. Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The City of Monterey Park's retirement costs are funded by a special voter-approved property tax. Each year the City is required to establish a tax rate to generate the retirement property tax based on the assessed valuation established by the County Assessor's Office.

BACKGROUND:

The City's retirement tax was authorized by the Monterey Park voters in elections held in 1946 and 1952. The tax rate is limited by AB13 not to exceed the rate imposed in the 1983-84 Fiscal Year. The proposed tax rate for the 2023-24 Fiscal Year is \$0.091175 per \$100 of assessed valuation. This is the same rate since 1983-84 and it is also the maximum rate allowed by AB13.

For 2023-2024, the projected budget for retirement expenditures is \$12.5 million. The projected retirement tax revenue, including secured and unsecured retirement property taxes, residual distributions, and General Fund transfer. The voter authorized property tax pays for \$8.7 million of this overall retirement cost amount. The remaining expenditures will be covered by the City's General Fund and Retirement Fund reserve. The retirement tax is collected by the County Auditor Controller's Office through its annual property tax billing. The City is required to submit the attached resolution establishing the 2023-2024 retirement tax rate to the County.

Respectfully submitted by:



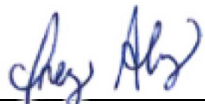
Martha Garcia
Director of Finance

Prepared by:



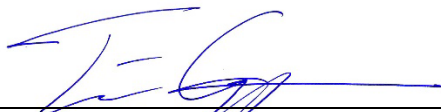
Terry Kim
Senior Accountant

Approved by:



Inez Alvarez
Interim City Manager

Reviewed by:



Timothy E. Campen
Assistant City Attorney

ATTACHMENT(S):

1. Resolution

ATTACHMENT 1

Resolution

RESOLUTION NO. ____

**A RESOLUTION IDENTIFYING THE AMOUNT OF TAX REVENUE
REQUIRED TO FULFILL THE VOTERS' INTENT IN FUNDING THE
CITY'S RETIREMENT SYSTEM DURING FISCAL YEAR 2023-2024 AND
AUTHORIZING THE LEVY OF APPROPRIATE TAXES.**

BE IT RESOLVED by the Council of the City of Monterey Park as follows:

SECTION 1: The City Council finds and declares as follows:

- A. On August 20, 1946, the City's voters approved a ballot measure which authorized the City to participate in the "State Employee Retirement System" (now the California Public Employee Retirement System) and also authorized the City Council "to levy and collect, annually ... a special tax sufficient to raise the amount estimated by [the City] Council to be required to provide sufficient revenue to meet the obligations of said City" to the retirement system;
- B. On April 8, 1952, the City's voters approved a ballot measure which extended the City's authorization to participate in the retirement system to include fire and police personnel. That ballot measure affirmed the City Council's authority "to levy and collect taxes sufficient to pay all costs and expenses ... to be paid by the City" to the retirement system;
- C. In 1978, California voters amended the California Constitution through Proposition 13. That Proposition generally limits the property tax rate to 1% except for indebtedness approved by the voters before July 1, 1978 or bonded indebtedness approved by the voters after July 1, 1978;
- D. In 1982, the California Supreme Court determined that a pre-1978 voter-approved pension program was an indebtedness that local officials could finance with a property tax rate outside the usual 1% limit (*Carman v. Alvord* (1982) 31 Cal.3d 318); and
- E. In 1985, the Legislature capped existing tax rates at the 1982-83 or 1983-84 level, except for rates supporting general obligation bonds, water contracts, and lease purchases (AB 13, Roos, 1985).

SECTION 2: The amount of tax revenue required from taxable property within the City to pay for the retirement system during fiscal year 2023-2024, beginning July 1, 2023 is \$8.7 million.

SECTION 3: The City Manager, or designee, is authorized to levy taxes as follows:

- A. For the fiscal year beginning July 1, 2023, the rate for the City is fixed and is levied on all taxable property within the City using the assessed value of such property. Tax Districts are identified below and the corresponding tax collected from each District is listed in the table set forth in subsection C.

- B. TAXATION DISTRICT NO. 1 consisting of all that portion of the City of Monterey Park included within the boundaries thereof as fixed by special election held August 19, 1920, (Resolution No. 245); all that territory annexed to the City of Monterey Park at annexation election held January 23, 1923, and known as Garvey Avenue Tracts (Ordinance No. 120); all that territory annexed to the City of Monterey Park at annexation election held on July 8, 1925, and known as New Avenue Tract (Ordinance No. 174); all that territory annexed to the City of Monterey Park at annexation election held July 10, 1928, and known as Keith Tract (Ordinance No. 207); all that territory annexed to the City of Monterey Park by annexation election held on April 22, 1930, and known as Midwick View Estates Tract (Ordinance No. 230); all that territory annexed to the City of Monterey Park known as Jebbia Annexation (Ordinance No. 467); all that territory annexed to the City of Monterey Park known as Midwick Country Club Annexation (Ordinance No. 468); all that territory annexed to the City of Monterey Park known as the Fitzgerald Annexation (Ordinance No. 484); all that territory annexed to the City of Monterey Park known as the Hellman Estate Annexation No. 2 (Ordinance No. 724); all that territory annexed to the City of Monterey Park known as Poteete Annexation (Ordinance No. 850); all that territory annexed to the City of Monterey Park by Ordinance No. 489 and known as the Hamilton Homes Annexation; all that territory annexed to the City of Monterey Park by Ordinance No. 510, and known as Hamilton Homes Annexation No. 2, all that territory annexed to the City of Monterey Park by Ordinance No. 520, effective October 7, 1948, known as the Jebbia Annexation; Wheeler Annexation, effective February 21, 1949, (Ordinance No. 532); Garvey Annexation, effective May 11, 1949, (Ordinance No. 537); Garvey Avenue Annexation No. 2, effective October 13, 1949, (Ordinance No. 547); Monterey Pass Annexation, effective October 13, 1949, (Ordinance No. 548); Reservoir Annexation, effective January 16, 1950, (Ordinance No. 553); Hellman Estate Annexation effective April 26, 1951, (Ordinance No. 590); Industrial Center Annexation effective

October 1, 1951, (Ordinance No. 601); Wheeler Annexation No. 2, effective March 25, 1953, (Ordinance No. 638); and O'Brien Annexation, effective November 16, 1953, (Ordinance No. 649); Wheeler Annexation No. 3, effective February 27, 1959, (Ordinance No. 844).

- C. TAXATION DISTRICT NO. 2 consisting of all that territory annexed to the City of Monterey Park by Ordinance No. 940, known as Southwesterly Atlantic Annexation No. 1; and Ordinance No. 1000, known as Southwesterly Annexation No. 3; and Ordinance No. 1093, known as Southeasterly Annexation No. 1; and Ordinance No. 1421, known as Southwesterly Annexation No. 4A.

- D. Tax Table:

Assessed Value:	
Taxation District No. 1	\$ 9,067,813,844
Taxation District No. 2	<u>\$ 598,301,200</u>
Total	<u>\$ 9,666,115,043</u>

	<u>DISTRICT NO.1</u>	<u>DISTRICT NO.2</u>
Retirement Fund Tax Rate	<u>\$.091175</u>	<u>\$.091175</u>

SECTION 4: Limitations. The City Council's analysis and evaluation of this Resolution is based on the best information currently available. It is inevitable that in evaluating a matter that absolute and perfect knowledge of all possible aspects of the issue will not exist. One of the major limitations on analysis of the project is the City Council's lack of knowledge of future events. In all instances, best efforts have been made to form accurate assumptions. Somewhat related to this are the limitations on the City's ability to solve what are in effect regional, state, and national problems and issues. The City must work within the political framework within which it exists and with the limitations inherent in that framework.

SECTION 5: Summaries of Information. All summaries of information in the findings, which precede this section, are based on the substantial evidence in the record. The absence of any particular fact from any such summary is not an indication that a particular finding is not based in part on that fact.

SECTION 6: Electronic Signatures. This Resolution may be executed with electronic signatures in accordance with Government Code §16.5. Such electronic signatures will be treated in all respects as having the same effect as an original signature.

SECTION 7: Recordation. The Mayor, or presiding officer, is authorized to sign this Resolution signifying its adoption by the City Council of the City of Monterey Park and the City Clerk, or her duly appointed deputy, may attest thereto.

SECTION 8: Effective Date. This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

PASSED AND ADOPTED this 2nd day of August, 2023.

Jose Sanchez, Mayor

ATTEST:

Maychelle Yee, City Clerk

APPROVED AS TO FORM:

Karl H. Berger, City Attorney



City Council Staff Report

DATE: August 2, 2023

AGENDA ITEM NO: Consent Calendar - 3E

TO: The Honorable Mayor and City Council
FROM: Shawn Igoe, Director of Public Works
SUBJECT: Third Amendment to Agreement 2260-A with the San Gabriel Valley Council of Governments for Participation in its Regional Food Recovery Program

RECOMMENDATION:

It is recommended that the City Council consider:

1. Authorizing the Interim City Manager to execute a Third Amendment to Agreement No. 2260-A with the San Gabriel Valley Council of Governments, in a form approved by the City Attorney, for the Regional Food Recovery Program for a not-to-exceed amount of \$159,911;
2. Appropriating \$51,332.62 from the SB1383 grant fund to the FY 23-24 budget; and
3. Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

On October 2021, the City entered into a Memorandum of Agreement (MOA) with the San Gabriel Valley Council of Governments (SGVCOG) to participate in a Regional Edible Food Recovery Program in order to meet the requirements set by Senate Bill 1383 (SB 1383) to recover 20% of edible food otherwise sent to landfills by 2025. A First Amendment to the Agreement was then executed to provide additional funding for inspection services in a new net amount not to exceed \$110,763. Since November 2021, the City was awarded SB1383 Grant funding from CalRecycle in the amount of \$86,123. As specified in the grant application, grant funds were earmarked to pay for the establishment of sub-regional food recovery hubs and to provide additional education/outreach materials for the Regional Edible Food Recovery program.

The proposed Third Amendment designates that additional SB1383 grant funds will be incorporated into SGVCOG's Edible Food Recovery Program to provide direct support to the sub-regional food recovery hubs, such as the purchase of equipment, and increase compensation by \$28,592, for a new not-to-exceed amount of \$159,911.

BACKGROUND:

The passage of Senate Bill 1383 established statewide targets to reduce the disposal of organic waste from landfills and increase recovery of currently disposed edible food for human consumption. To recover 20 percent of edible food that would otherwise be sent

to landfills by 2025, SB 1383 requires local jurisdictions to establish food recovery programs and strengthen their existing food recovery networks. City staff is working with San Gabriel Valley cities to provide a regional approach for an Edible Food Recovery Program with the SGVCOG set to administer the program. The City's participation in this program will allow the City to comply with the requirements of SB 1383 for edible food recovery.

The City executed an agreement in 2021 with SGVCOG to participate in Tasks 1-4 of the program as part of the City's compliance with SB1383 food recovery requirements and also assist businesses to comply with the law. Tasks 1-4 included identification and capacity assessments of food recovery agencies and edible food waste generators located in each city's jurisdiction, education, and outreach to impacted businesses and property owners. In December 2021, the City executed the First Amendment to the agreement to participate in Tasks 5-6 of the program. Task 5-6 included the development and implementation of an inspection program to monitor food generators and food recovery agencies. The City then executed a Second Amendment to include Tasks 7-9 for the creation of subregional food recovery hubs to increase food recovery capacity for participating agencies. The Second Amendment also incorporated SB1383 grant funds into the SGVCOG's Edible Food Recovery Program to cover SGVCOG and sub-consultant staff costs to facilitate the development of sub-regional food recovery hubs.

To select the hubs, SGVCOG is implementing a grant program for non-profits and service providers that have experience recovering and distributing food in the San Gabriel Valley. The funding will support activities and equipment purchases that would increase the infrastructure and capacity of these local agencies to recover and distribute food to food-insecure residents of the San Gabriel Valley. This funding will also help eligible entities accept the anticipated increased expected amount of food donations as more businesses comply with their food recovery requirements. Grant funds can be used for the purchase of equipment (e.g., freezers, storage, etc.), transport of food, costs associated with the set-up of the program, and to build the capacity of organizations recovering food and addressing food insecurity in the San Gabriel Valley. The selected hubs will provide food recovery and distribution services to the City and the other participating cities. The proposed Third Amendment designates that additional SB1383 grant funds will be allocated to the program to provide direct support to the sub-regional food recovery hubs, such as the purchase of equipment, and increase compensation by \$28,592, for a new total amount not-to-exceed of \$159,911.

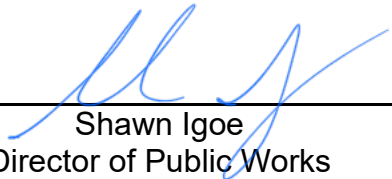
2023-2024 STRATEGIC PLAN GOAL:

The proposed Third Amendment with SGVCOG supports the City's sustainability goal by increasing community resources to reduce food waste, helping to divert waste from landfills and lowering methane emissions emitted by organic waste.

FISCAL IMPACT:

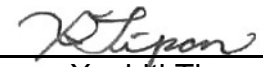
The additional \$28,592 allocated pursuant to the Third Amendment will increase the overall not to exceed amount for Agreement 2260-A to \$159,911. It is recommended that \$51,332.62 from the SB1383 grant funds be appropriated to the FY 23-24 budget, which will fully cover the proposed \$28,592 increase and other program activities, resulting in no net fiscal loss to the City.

Respectfully submitted by:



Shawn Igoe
Director of Public Works

Prepared by:



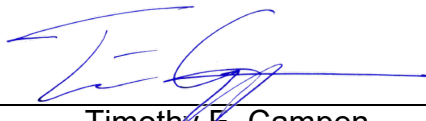
Xochitl Tipan
Administrative Manager

Reviewed by:



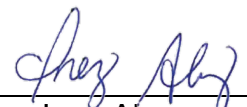
Martha Garcia
Director of Finance

Reviewed by:



Timothy E. Campen
Assistant City Attorney

Approved by:



Inez Alvarez
Interim City Manager

ATTACHMENT:

1. Third Amendment to SGVCOG MOA

ATTACHMENT 1

Third Amendment to SGVCOG MOA

**AMENDMENT NO. 3
TO
MEMORANDUM OF AGREEMENT BETWEEN THE SAN GABRIEL VALLEY
COUNCIL OF GOVERNMENTS AND THE CITY OF MONTEREY PARK FOR
PARTICIPATION IN THE SAN GABRIEL VALLEY REGIONAL FOOD RECOVERY
PROGRAM**

This Amendment No. 3 (“Amendment”) to the Memorandum of Agreement (“MOA”) Between the San Gabriel Valley Council of Governments (the “SGVCOG”) and the City of Monterey Park (the “City”) For Participation in the San Gabriel Valley Regional Food Recovery Program, dated October 7, 2021, and amended on December 8, 2021, and August 24, 2022, shall be effective upon the date executed by both Parties hereto (“Effective Date”).

RECITALS

- A. SGVCOG and City entered into the MOA under which SGVCOG retained a consultant to perform specified tasks (Tasks 1-4 of the MOA’s Scope of Work) toward the development of a regional approach toward compliance with SB 1383’s food recovery components; and
- B. SGVCOG and City agreed to amend the MOA under Amendment No. 1 to develop and implement an Inspection Program (Tasks 5-6 of the MOA’s Scope of Work), revise the invoice submittal process, and extend the term of the MOA to August 1, 2024;
- C. SGVCOG and City agreed to amend the MOA under Amendment No. 2 to revise the invoicing schedule and scope of work to reflect the updated number of inspections of edible food generators and food recovery organizations and to incorporate Tasks 7-9 to participate in the expansion of the San Gabriel Valley Regional Food Recovery Program; and
- D. SGVCOG and City desire to amend the MOA under this Amendment No. 3 to revise the scope of work, invoicing schedule and the overall not-to-exceed MOA amount to support the development of the selected subregional food recovery hub(s). Support to the subregional food recovery hub(s) will be funded by the City’s awarded funds from the California Department of Resources Recycling and Recovery’s (CalRecycle) SB 1383 Local Assistance Grant Program.

NOW THEREFORE, the Parties agree to amend the MOA as follows:

- I. Article III. Responsibilities of the Parties, Section A. Subsection 7 shall be deleted in its entirety and replaced with the following:
 - “7. Submit invoices to the City, in a total amount that does not exceed \$159,911 (includes consultant, SGVCOG administrative fees and all payments due from City), as follows:
 - After the execution of the MOA, invoice the City for Tasks 1-4 of the Scope of Work in an amount not to exceed \$16,959.00. Payment of invoice will be due within thirty (30) days of the City’s receipt thereof.

- On or about November 15, 2021, invoice the City for the work to be performed under Tasks 5-6 of the Scope of Work from the Effective Date to December 31, 2022, in an amount that does not exceed \$30,605. Payment of the invoice will be due within thirty (30) days of the City's receipt thereof.
- On or about November 1, 2022, invoice the City for the work to be performed under Tasks 5-6 of the Scope of Work from January 1, 2023 to December 31, 2023, in an amount that does not exceed \$26,885. Payment of invoice will be due within thirty (30) days of the City's receipt thereof.
- On or about January 15, 2023, invoice the City to cover SGVCOG and consultant staff costs under Tasks 7-9 of the Scope of Work from August 1, 2022, to March 30, 2024, in an amount that does not exceed \$21,608. Payment of the invoice will be due within thirty (30) days of the City's receipt thereof.
- On or about August 1, 2023, invoice the City to support the subregional food recovery hub development under Tasks 7-9 of the Scope of Work in an amount that does not exceed \$33,306. Payment of the invoice will be due within thirty (30) days of the City's receipt thereof.
- On or about November 1, 2023, invoice the City for the work to be performed under Task 6 of the Scope of Work from January 1, 2024 to August 1, 2024 in an amount that does not exceed \$30,548. Payment of invoice will be due within thirty (30) days of the City's receipt thereof.
- Any amounts paid by the City under this Amendment that are not expended in performance of Tasks 1-9 by August 1, 2024, will be refunded to the City by September 15, 2024, unless City and SGVCOG agree to extend the term of the MOA beyond August 1, 2024. SGVCOG shall provide to the City an accounting of funds at the same time of the refund, if any.

- II. Article III. Responsibilities of the Parties, Section A shall be amended to add the following:
 8. Provide support to facilitate the development of the subregional food recovery hubs
- III. Attachment A to Amendment No. 2 entitled "Tasks 7-9 Scope of Work San Gabriel Valley Regional Food Recovery Program Phase II Expansion" shall be deleted in its entirety and replaced with the revised Attachment A, which is attached hereto and incorporated herein by this reference.
- IV. Except as otherwise defined herein, all capitalized terms used herein shall have the meanings set forth for such terms in the MOA.
- V. This Amendment integrates all of the terms and conditions mentioned herein and supersedes all negotiations with respect to matters referenced herein. Except as specifically amended hereby, the MOA shall remain in full force and effect. To the extent there is any conflict or inconsistency between the terms and provisions of this Amendment and the MOA, Amendment No. 1, or Amendment No. 2, this Amendment shall control.

The Parties hereby enter into this Amendment upon the Effective Date as is set forth above.

FOR THE CITY OF MONTEREY PARK:

By: _____
Inez Alvarez
Interim City Manager

Date: _____

ATTEST:

Maychelle Yee
City Clerk

APPROVED AS TO FORM:

Karl H. Berger
City Attorney

FOR THE SAN GABRIEL VALLEY
COUNCIL OF GOVERNMENTS:

By: _____
Marisa Creter
Executive Director

Date: _____

APPROVED AS TO FORM:

David DeBerry
General Counsel

ATTACHMENT A

TASKS 7-9 SCOPE OF WORK SAN GABRIEL VALLEY REGIONAL FOOD RECOVERY PROGRAM PHASE II EXPANSION

Task 7 Project Management

Task 7.1 Kickoff Meeting

The Consultant shall conduct a kickoff meeting with the SGVCOG. The primary objectives will be to review scope, schedule, project goals, and key issues.

Deliverables: Meeting notes and materials for kickoff meeting.

Task 7.2 Project Team Coordination

Monthly project team meetings, regular phone and e-mail correspondence, and other communications with the SGVCOG to ensure that the tasks listed in this SOW stay on schedule and within budget.

Deliverables: Meeting notifications, agendas, and notes.

Task 7.3 Project Management Update Meetings

The SGVCOG shall facilitate monthly meetings with the representatives of participating cities to provide key project updates. These meetings can also be used to obtain feedback and input on key discussions.

Deliverables: Meeting notifications, agendas, and presentations

Task 8 Subregional Food Recovery Hubs

Task 8.1 Food Recovery Hub Expansion Facilitation

The SGVCOG and Consultant shall develop and implement a process to identify food recovery organizations (FROs) to serve as regional hubs. The Consultant shall create a questionnaire/application to be shared with prospective FROs and assist the SGVCOG in evaluating these food recovery organizations to select approximately three food recovery organizations to serve as regional hubs. The Consultant shall work with the SGVCOG and the selected food recovery organizations to evaluate their current capacity and determine what would be required to help increase their capacity in order to serve as a regional hub. The Consultant shall evaluate elements including but not limited to the following:

- Food supply chain transportation and logistics;
- Existing network;
- Storage capacity and handling capabilities;
- Equipment; and
- Personnel needs.

The Consultant shall provide as-needed technical assistance to the SGVCOG and the food recovery organization, as directed by the SGVCOG, to help identify and secure the resources required to establish the FROs as regional food recovery hubs. This could include but is not limited to recommending specific equipment and storage, staffing needs, expansion of the food distribution network, and approaches for maximizing food supply chain transportation and logistics. After the food recovery hubs are established, the Consultant shall provide ongoing technical assistance, as requested by the SGVCOG, to facilitate the success of the food recovery hubs.

As part of the Consultant's technical assistance, the Consultant shall assist on an as-needed basis in facilitating workshops with the selected hubs, FROs, and edible food generators to promote network building and provide a forum to share best practices and resources.

Deliverables: Subregional food recovery hub questionnaire/application; monthly report summarizing technical assistance provided.

Task 8.2 Capacity Expansion Support

The SGVCOG shall support the development of the selected subregional food recovery hubs, such as purchasing equipment and/or covering staff costs. Funding to support the hubs can be used to support the following:

- Equipment and Supplies (i.e., pallet jack, refrigeration, shelving, vehicles)
- Facility (i.e., improvements to accommodate equipment)
- Staff Salaries
- Technology (i.e., computers, software, apps)
- Training (i.e., safe food handling certifications)

Ownership of equipment purchased by the SGVCOG will be transferred to a participating city by separate agreement.

The Consultant shall support coordinating with selected food recovery organizations to facilitate the hub development process.

Deliverables: Presentation outlining support provided to selected food recovery organizations; progress updates on capacity expansion efforts at monthly meetings.

Task 9 Public Outreach

Task 9.1 Outreach and Education Plan

The SGVCOG shall expand on the existing comprehensive outreach and education campaign for participating cities' Tier 1 and Tier 2 edible food waste generators and stakeholder groups and specify plans and schedules. The outreach and education plan shall include, at a minimum, the following:

- Two workshops, such as educational workshops for edible food generators and food recovery organizations,
- Three social media campaigns, and
- Two mailer/flyer mailing campaigns for participating cities throughout the duration of this project. Upon request from City staff, materials can be provided in Chinese and/or Spanish.

Deliverables: Outreach and education campaign plan; copies of outreach and education materials



City Council Staff Report

DATE: August 2, 2023

AGENDA ITEM NO: Consent Calendar - 3F

TO: The Honorable Mayor and City Council
FROM: Shawn Igoe, Director of Public Works
SUBJECT: Award of Professional Services Agreement to Advantec Consulting Engineers, Inc. for the preparation of Phase 1 of the City of Monterey Park's Adaptive Traffic/Traffic Responsive Control Systems project

RECOMMENDATION:

It is recommended that the City Council consider:

1. Authorizing the Interim City Manager to execute a Professional Services agreement with Advantec Consulting Engineers, Inc., in a form approved by the City Attorney, to prepare Phase 1 of the City of Monterey Park's Adaptive Traffic/Traffic Responsive Control Systems project in an amount not to exceed \$182,778; and
2. Taking such additional, related, action that may be desirable.

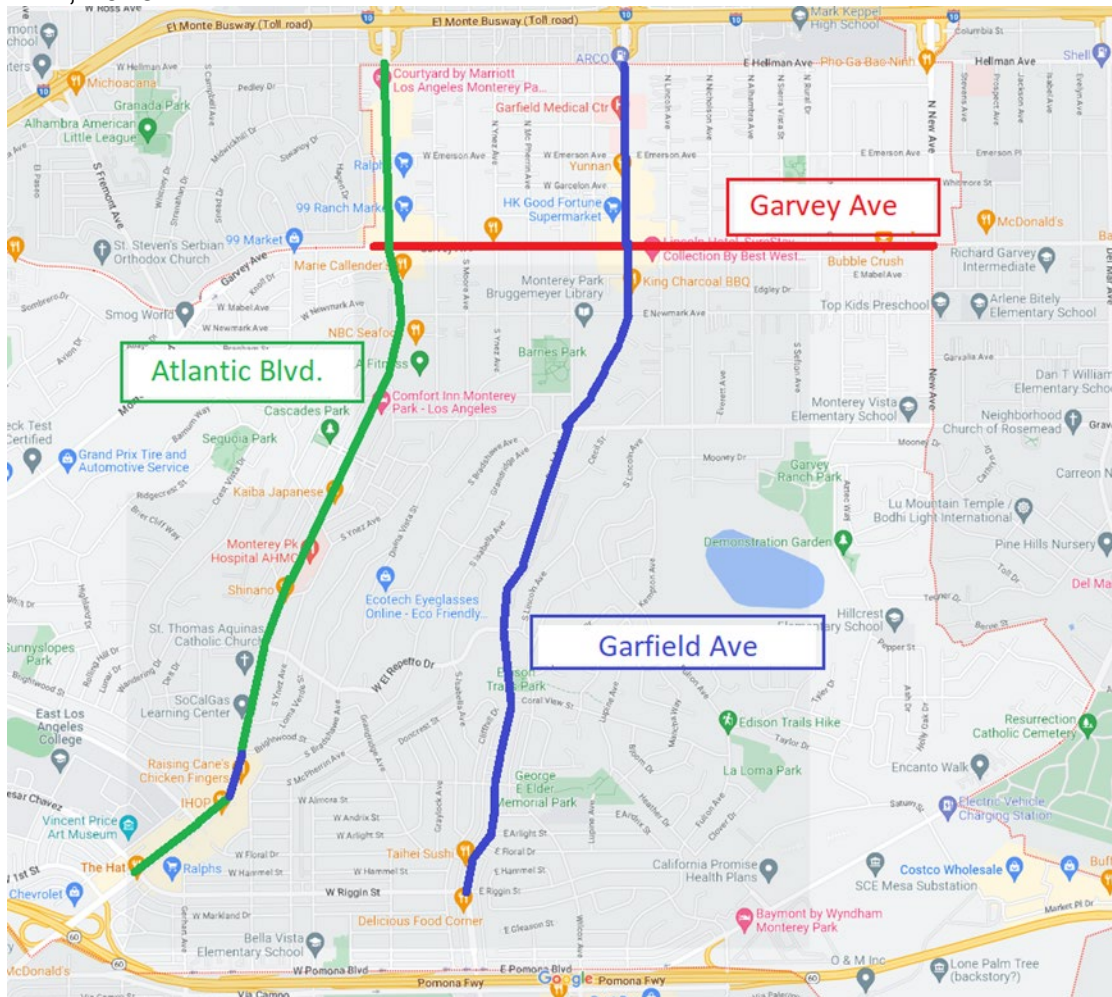
EXECUTIVE SUMMARY:

The City was awarded funding through the Los Angeles County Metropolitan Transportation Authority (LACMTA) Project ID# MR2.3.2.13 and FTIP #LAMIPMR115. The City released a Request for Proposals (RFP) and received four bids for the preparation of Phase 1 of the City of Monterey Park's Adaptive Traffic/Traffic Responsive Control Systems project. Following an extensive selection process, staff selected Advantec Consulting Engineers, Inc. as the most qualified consultant for this work. Staff requests City Council approval to enter into an agreement with Advantec Consulting Engineers, Inc., in an amount not to exceed \$182,778, for the preparation of City of Monterey Park's Adaptive Traffic/Traffic Responsive Control Systems project.

BACKGROUND:

The City received funding from LACMTA to fund the development and construction of all infrastructure for the City of Monterey Park's Adaptive Traffic/Traffic Responsive Control Systems project.

The proposed project involves providing technical expertise to provide professional engineering services for the Preparation of Plans, Design, & Related Documents. The project is located along three major corridors of Atlantic Boulevard, Garfield Avenue and Garvey Avenue, in the San Gabriel Valley subregion. There are 35 signalized intersections along these three corridors. (See map below)



The Monterey Park Adaptive Traffic/Traffic Responsive Control Project (Atlantic, Garfield and Garvey) is an eligible SR-710 North Corridor Mobility Improvement approved by the Metro Board of Directors on September 26, 2019. The project contributes to mobility and operational benefits in the SR-710 corridor between I-10 and I-210 consistent with the purpose and need of the 710 Gap Closure project. The project will upgrade the traffic signal system, and other components at major north-south and east-west corridors to improve the traffic operations and mobility in the City. These improvements will be planned and developed in conjunction with adjacent cities and Los Angeles County to ensure that traffic operations are coordinated through major corridors within the SR-710 area. The main purpose of the project is to improve traffic operations, mobility, and safety for the major arterials that run throughout the City.

The City released a Request for Proposal (RFP) for preliminary engineering design and concept plan documents, with the scope of work divided into two phases. Phase 1 consists of the development of the preliminary design concepts of traffic elements and identification of actual locations for the project. Phase 2 consists of the preparation of actual engineering designs and plans, estimates, and specifications for implementation of all improvements as developed in Phase 1.

The City received proposals from the following consultants:

- Advantec Consulting Engineers, Inc.
- KOA
- Kimley Horn
- AGA Engineers, Inc.

Following an extensive evaluation process, staff selected Advantec Consulting Engineers, Inc. as the most qualified consultant for this work. It is recommended that City Council authorize the Interim City Manager to execute an agreement with Advantec Consulting Engineers, Inc., in an amount not to exceed \$182,778, for the preparation of City of Monterey Park's Adaptive Traffic/Traffic Responsive Control Systems project. The proposal negotiated and recommended for City Council action at this time is only for Phase 1. Upon completion of Phase 1, the consultant will provide a cost proposal for Phase 2, subject to negotiation and approval by the City. If the City and consultant cannot agree on a cost proposal for Phase 2, then the City can use Phase 1 product and solicit proposals from other consultants.

2023-2024 STRATEGIC PLAN GOAL:

The proposed Adaptive Traffic/Traffic Responsive Control Systems project seeks to reduce vehicle idling and improve traffic flow.

FISCAL IMPACT:

Funds for this contract are budgeted as part of Capital Improvement Project (CIP) No. 96026 and will be funded through SR-710 grant funding.

Respectfully submitted by:



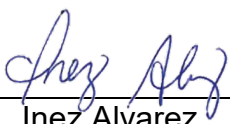
Shawn Igoe
Director of Public Works

Reviewed by:



Martha Garcia
Director of Finance

Approved by:



Inez Alvarez
Interim City Manager

Reviewed by:



Timothy E. Campen
Assistant City Attorney

ATTACHMENTS:

1. Advantec Consulting Engineers, Inc. Technical Proposal
2. Advantec Consulting Engineers, Inc. Cost proposal
3. Advantec Consulting Engineers, Inc. Schedule

ATTACHMENT 1
Advantec Consulting Engineers, Inc.
Technical Proposal



Proposal for:

City of Monterey Park

ADAPTIVE TRAFFIC/TRAFFIC RESPONSIVE CONTROL SYSTEM PROJECT No. 96026

Date: April 19, 2023



Submitted by:



ADVANTEC
Consulting Engineers

April 19, 2023

CITY OF MONTEREY PARK

City Clerk
320 West Newmark Avenue
Monterey Park, CA 91754

Subject: Proposal for City of Monterey's Park's Adaptive Traffic / Traffic Responsive Control System Project – Project No. 96026

Dear City Clerk,

ADVANTEC Consulting Engineers, Inc. (ADVANTEC) is pleased to submit our proposal to provide professional planning and engineering services for the City of Monterey's Park Adaptive Traffic / Traffic Responsive Control System Project. We understand that the City has identified the need to implement mobility improvements through the implementation of Adaptive Traffic / Traffic Responsive Signal Control System along three major corridors, including Atlantic Avenue, Garfield Avenue, and Garvey Avenue. **ADVANTEC** is a professional Certified Disadvantaged Business Enterprise (DBE) and Small Business (SBE) consulting firm providing planning, engineering, construction management and inspection, and technology services for public transportation and planning Agencies. Our name more than implies our focus to implement **ADVANCEMENTS in TECHNOLOGY** in our professional services, thus providing **innovative solutions** that meet the needs of our clients and the public they serve. Our senior Traffic and Intelligent Transportation Systems (ITS) leadership team has **over 300 years** combined professional experience providing professional services to public agencies throughout California. Our clients rely on this experience as we continue the company's founding principle of providing professional services with the best value and quality, on time and within budget performance since we began our business in 1998. ADVANTEC has provided planning, design, and construction support services for various citywide, regionwide, and countywide Smart Cities and Intelligent Transportation Systems (ITS) projects throughout California. **By selecting the ADVANTEC Team, the City of Monterey Park will realize the following key benefits:**

Your Primary Contact:

Mr. Carlos Ortiz, PE, TE, PTOE
Project Director
ADVANTEC Consulting Engineers,
Inc.
120 Roosevelt, Irvine, CA, 92620
cortiz@advantec-usa.com
Phone No.: 949-861-4999
Mobile No.: 949-636-0646

- **The ADVANTEC Team has the Right Experience and Technical Competence.** Our experience includes providing similar professional services to various agencies including the cities of La Quinta, Coachella, Palm Springs, San Marcos, Chula Vista, Carlsbad, Oceanside, El Cajon, Santa Monica, Culver City, Inglewood, Norwalk, Garden Grove, Lancaster, Ontario, San Clemente, Yorba Linda, Caltrans (Districts 7, 8, 11, & 12), County of Los Angeles, County of Riverside, Los Angeles Metro, and Orange County Transportation Authority (OCTA). In addition, we just completed Phase I of the region-wide **Coachella Valley-wide Regional Traffic Signal Synchronization and Smart Region Program**. **Phase I and Phase II included the development of a Regional Intelligent Transportation Systems (ITS) Master Plan, Partnering Agreements, Concept-of-Operations, System Engineering Management Plan, Open Architecture Technology Assessment, selection of Priority Corridors, and over 100-miles of secured fiber optic communications, 9 Traffic Management Centers, Advanced Traffic Signal Controllers, Advanced Traffic Management System, Adaptive Control System, Arterial Management Systems, Closed Circuit Television Systems, Weather System, Changeable Message Signs, Connected/Automated Vehicles/C-V2X, Broadband Communications, Traffic Signal Synchronization (136 signalized intersections) and other open architecture ITS solutions. Phase II will include over 300 miles of secured fiber optic communications and additional ITS and Smart Transportation Solutions, including Broadband Communications; and Traffic Signal Synchronization (over 550 signalized intersections). We are preparing the Coachella Valley to become a major smart region in California and ready to integrate connected and automated vehicles (CAV), and smart cities technologies.** The ADVANTEC Team has been involved in many ITS and Smart Mobility Programs. We have worked and are currently working on regional ITS Programs for state, counties, and regional transportation agencies, including preparing Traffic Signals/ITS Master Plans for the County of Riverside and cities of Escondido, Industry, and Pico Rivera. Therefore, the ADVANTEC Team brings the right team with the overall experience to support the implementation of the City of Monterey Park Project to enhance mobility and safety throughout the City.
- **Project Organization and Depth of Experts and Resources.** ADVANTEC brings a team of experts and resources with experience in delivering similar smart cities/mobility or technology plan initiatives or projects and with a commanding expertise on local, state, and federal ITS architectures, policies, programs, requirements, and initiatives. Our team members include experts

that are working on similar ITS Programs, Mobility Programs, Connected/Automated Vehicles Pilot Programs, and Smart Cities/Region Programs.

- **A Strong Management Team with Years of Hands-on Planning, Engineering, Operations, and Maintenance ITS/Smart Cities Experience.** Mr. Ortiz, PE, TE, PTOE (our Project Director) and Mr. John Dorado, PE (our Project Manager) have managed similar ITS and Smart Mobility Programs involving planning, selection, design, and implementation of various Intelligent Transportation/Smart Cities Systems. With over 56 years of combined experience, Mr. Ortiz and Mr. Dorado have served on many countywide, citywide, and corridor-wide projects for many agencies. They have managed numerous citywide, countywide, and corridor wide ITS projects including similar projects for the cities of Norwalk, Pico Rivera, Industry, Culver City, Claremont, Escondido, La Quinta, Palm Springs, Coachella, Desert Hot Springs, Lancaster, Long Beach, La Habra, Garden Grove, Orange, Irvine, Caltrans, Counties of Los Angeles and Riverside, and CVAG. Through their current projects, Mr. Ortiz and Mr. Dorado are assisting agencies to understand the Connected Vehicles and Autonomous Vehicles, and Smart Cities markets so they can make better decisions on current and future smart transportation deployments.
- **Extensive Experience with Los Angeles Metro, Caltrans and Federally Funded Projects.** The ADVANTEC Team has provided planning, design, and construction administration services for many locally and federally funded projects throughout California requiring extensive coordination with Caltrans, and Federal Highway Administration (FHWA). ADVANTEC prepared the County of Los Angeles ITS Architecture Update for Los Angeles Metro.
- **Federal ITS Architecture Knowledge and Local Experience.** The ADVANTEC Team has experience delivering transportation projects that required the latest Federal ITS Requirements. Our Project Director, Mr. Ortiz managed the **Los Angeles County Intelligent Transportation System (ITS) Architecture Update, which is called "CONNECT-IT"**. Also, we were a major subconsultant for the **Southern California Association of Governments (SCAG) ITS Architecture Update**. CVAG's **Smart Region Master Plan** was revised in 2019 and received Federal Highway Administration (FHWA) approval. Our project Manager, Mr. Dorado served as deputy project manager and task leader for each of these projects. **We are currently finalizing the County of Riverside ITS Master Plan**. In addition, ADVANTEC is currently preparing Citywide ITS Master Plans for the cities of Escondido, Industry, Pico Rivera, and Norwalk. **We are addressing Smart Cities technologies, including broadband communications** on these master plans. Therefore, we bring the latest ITS/Smart City/Broadband Communications requirements and expertise to the City of Monterey Park. Our goal is to develop the City of Monterey Park Communication Plan to meet federal, state, and local ITS standards and requirements so the City can pursue future federal grants.
- **Working with Stakeholders.** A major factor in this project is the extensive involvement, participation, and consensus of the local jurisdictions and stakeholders. This is a very important aspect towards ensuring the success of the City of Monterey Park Project. The ADVANTEC Team has served as a liaison to facilitate ITS technologies education, communication, coordination, and commitment from stakeholders. We have promoted the implementation of Transportation Systems Management and Operations (TSMO) committees for similar ITS projects.

As Chief Executive Officer (CEO) of the company, I am authorized to represent the firm with respect to all notices, discussions, and other communication related to our proposal and to any negotiations relating to this contract. ADVANTEC intends to perform the agreement as a single proposer and will bear sole and complete responsibility for all work as defined in the RFP and in the agreed upon resultant Agreement. Our proposal is valid for a minimum of 90 days and our proposal's terms are valid for the duration of the project. We have no exceptions to the City's standard agreement. We wish to confirm receipt of Amendment No. 1. Should you have any questions, please contact me at cortiz@advantec-usa.com or 949.636.0646 (mobile). We appreciate this opportunity to work with the City of Monterey Park.

Sincerely,



Carlos Ortiz, PE, TE, PTOE
Project Director/Chief Executive Officer



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PART I - SECTION 1: INTRODUCTION

1.1 Introduction

We are pleased to present the team of **ADVANTEC Consulting Engineers, Inc. (ADVANTEC)** providing the City of Monterey Park with a highly specialized team in Traffic Engineering, Intelligent Transportation Systems (ITS), Connected and Automated Vehicle (CAV), Transit, Public Works, and Transportation Planning and Engineering Solutions. The ADVANTEC team's track record and depth of experience is described below and demonstrates how we can provide the critical expertise needed for this project. In addition, the team has worked with similar Adaptive Traffic/Traffic Responsive Control Systems Projects in southern California which will be of tremendous benefit in execution of the work anticipated under this contract. Our staff has worked with the planning, design, and construction support of similar corridor mobility improvement projects. Under this contract, **ADVANTEC will provide professional services to provide Concept of Operations, Traffic Signal Communication Plan, Traffic Signal System Implementation Plan, Future Operation and Maintenance Plan, Environmental, Plans, Technical Specifications, Engineer's Estimates, Traffic Signal Timing Sheets, Construction Support, and Signal Timing Implementation for the Adaptive Traffic/Traffic Responsive Control System Project. By selecting the ADVANTEC Team, the City of Monterey Park will realize the following benefits:**

- **A Strong Management Team with Years of Hands-on Planning, Engineering, Operations, and Maintenance ITS/Smart Cities Experience.** *Mr. Ortiz, PE, TE, PTOE* (our Principal and QA/AC Manager) and *Mr. John Dorado, PE* (our Project Manager) have managed similar ITS and Smart Mobility Programs involving planning, selection, design, and implementation of various Intelligent Transportation/Smart Cities Systems. With over 56 years of combined experience, Mr. Ortiz and Mr. Dorado have served on many countywide, region-wide, citywide, and corridor-wide projects for many agencies. Through their current projects, Mr. Ortiz and Mr. Dorado are assisting agencies to understand Connected Vehicles and Autonomous Vehicles, and Smart Cities markets so they can make better decisions on current and future smart transportation deployments.
- **ADVANTEC Brings Systems Engineering Approach to All ITS Projects.** For planning ITS projects, it is necessary to bring a Systems Engineering Approach. *Mr. John Cox is our System Engineer*, and he will bring his expertise to ensure that the City's proposed Concept-Of-Operations, secured communication network, communication topology, and selected technologies are planned effectively using his Systems Engineering expertise. He will ensure that the City's network meets all cyber security requirements, and the project secured network and topologies are designed to meet the needs of this project. In addition, Mr. Cox will ensure that the City's communication network is scalable and expandable for integration of all signalized intersections, future ITS technologies, and future Smart Cities/CAV Systems, and connectivity to the County of Los Angeles Information Exchange Network (IEN).
- **ADVANTEC has Evaluated and Deployed Adaptive Traffic Control Systems throughout Southern California** - ADVANTEC brings a team of experts and resources with experience in evaluating and deploying Adaptive Traffic Control Systems for various agencies including cities of Culver City, San Marcos, and Chula Vista. Our team deployed a "Citywide" Adaptive Traffic Control System of the City of Culver City, and we are currently evaluating deployment of Adaptive Traffic Control System in the Coachella Valley. *Mr. Jose Guedes, TE*, brings over 30 years of experience evaluating, planning, and deploying Adaptive Traffic Control Systems, Advanced Traffic Signal Controllers (ATC), Advanced Traffic Management Systems (ATMS), signal timing, and corridor/network signal synchronization. Mr. Guedes and his team will bring their expertise to the City of Monterey Park.
- **ADVANTEC has a complete understanding of the Services to be performed, LACMTA's requirements and objectives, and the Proposer's planned approach to providing the Services in a manner satisfactory to LACMTA** - The ADVANTEC Team has experience delivering transportation projects that required the latest Federal ITS Requirements. Our contract Manager, Mr. Ortiz, managed the *Los Angeles County Intelligent Transportation System (ITS) Architecture Update, which is called "CONNECT-IT"*. Also, we were a major subconsultant for the *Southern California Association of Governments (SCAG) ITS Architecture Update. CVAG's Smart Region Master*





Plan was revised in 2019 and received Federal Highway Administration (FHWA) approval. Our project Manager, Mr. Dorado, served as deputy project manager and task leader for each of these projects. Our team has provided professional services the various agencies in Los Angeles County, including LACMTA and Caltrans. We understand the region, policies, procedures, practices, and standards, and their diverse communities. In addition, our entire team is committed to bringing Equity, Diversity, and Equity to our firms, clients, and communities. **Our Team will develop the City's Roadmap to achieve the goals and objectives of the project with technology evaluation and deployment, Concept-Of-Operations, to systems engineering in preparation for system design and implementation.**

1.2 Firm Profile

ADVANTEC Consulting Engineers, Inc. a California Corporation, is a **Certified Disadvantaged Business Enterprise (DBE) and Small Business (SBE)** consulting firm specializing in Smart Cities, Connected and Automated Vehicles (CAV) Transportation Technologies, Intelligent Transportation Systems (ITS), Traffic Engineering, Transportation Planning and Engineering, Traffic Signal Timing, Coordination and Operations, Active Transportation, Public Works, and Construction Management and Inspection. **ADVANTEC's** mission is to provide quality planning and engineering to the community that would result in perceptible improvements towards the quality of life, safety, and efficiency of transportation. Founded in 1998, **ADVANTEC** is a professional consulting firm specializing in multimodal planning, engineering, and technology services. Our name stands for our focus to capture **ADVANCEMENTS in TECHNOLOGY** for the benefits of our clients, thus providing **innovative and smarty mobility solutions** that meet the needs of our

clients and the public they serve. This year marks the 25th Anniversary of **ADVANTEC**, and we have earned a reputation for responsiveness to the clients' needs. We maintain our reputation by upholding our firm's high standards of quality, client service, and professional integrity. **ADVANTEC** currently employs 45 staff members in southern California, including Professional Civil, Traffic and Electrical Engineers and support staff. Our staff will primarily work out of our Irvine and Diamond Bar Offices. The Principals and Key Staff of our Company are shown in the following table.

ADVANTEC Firm Profile	
Legal Name:	ADVANTEC Consulting Engineers, Inc.
Services Offered:	Intelligent Transportation Systems (ITS), Smart Region/Cities, Tolling, Smart Mobility Solutions, Connected and Automated Vehicles, Smart Cities, Transit, Transportation Planning and Engineering, Systems Engineering, Traffic Engineering, Signal Timing/Synchronization, Adaptive Traffic Control Systems, Community Outreach
Year Founded:	1998
Headquarters:	1200 Roosevelt, Irvine, CA 92620
Other Offices:	Coachella Valley; Diamond Bar Los Angeles; Ontario; San Diego
Primary Contact:	Mr. Carlos Ortiz, PE, TE, PTOE Principal/CEO cortiz@advantec-usa.com Mobile No.: 949-636-0646

Staff	Corporate Title	Project Title
Carlos Ortiz, P.E., T.E., P.T.O.E.	CEO and Principal	Project Director and QA/QC Manager
John Dorado, P.E.	Senior Project Manager / ITS Practice Leader	Project Manager
John Cox	Systems Engineer	Task Leader
Jose Guedes, T.E.	Senior Project Manager / Traffic Operations Practice Leader	Task Leader

1.3 Financial Condition

ADVANTEC is in excellent financial condition. We are not involved in any litigation or lawsuit at all. There is no merger or acquisition plan that may affect the future ownership of the company. **ADVANTEC** is not debarred, suspended, or otherwise declared ineligible to contract with any other federal, state, or local public agency.

Organization: California Corporation | **Federal Tax ID:** 95-4687341

Insurance Coverage: General Liability: \$2,000,000 | Professional Liability: \$4,000,000 (E&O)

Certifications: **ADVANTEC** is Certified DBE, MBE, and SBE

Mr. Leo Lee, PE is our Chairman and Mr. Carlos Ortiz, PE, TE, PTOE is our Chief Executive Officer, and both have the authority to bind **ADVANTEC** in contractual agreements.

PART I - SECTION 2: PROJECT ANALYSIS

2.1 Project Challenges and Solutions

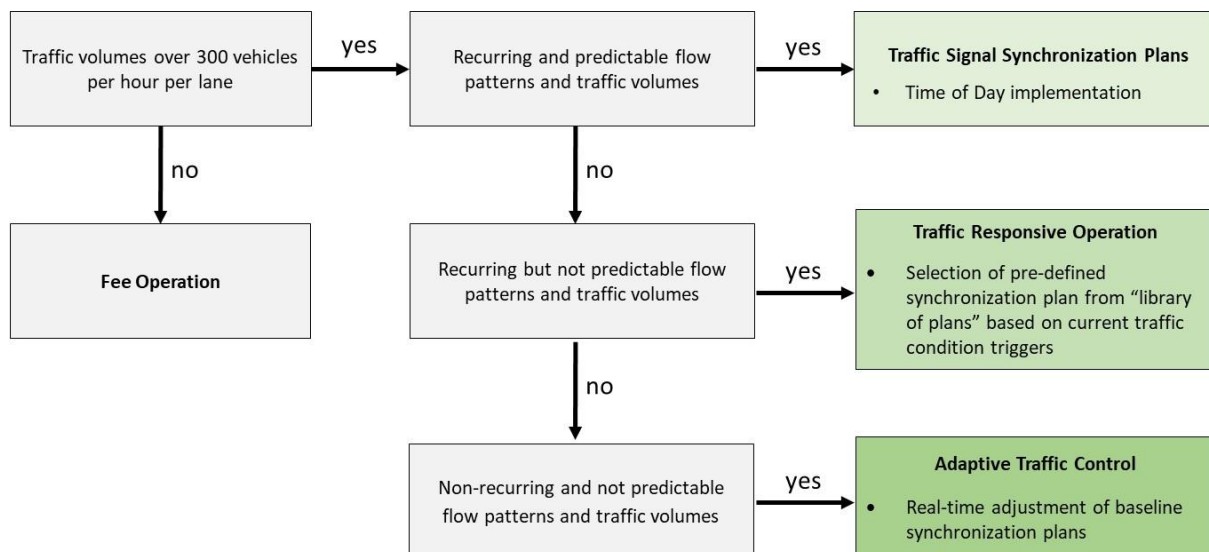
The purpose of this section is to illustrate our understanding and interpretation of the project challenges and to provide solutions and opportunities that may be considered to address the project challenges. Since this project is broken down into two phases, our project challenges and solutions are summarized per phase.

Phase 1 - Project Challenges and Solutions – **SELECTION AND DEPLOYMENT OF AN ADAPTIVE SYSTEM**

The decision to deploy an adaptive system along a corridor has to consider the various requirements of the system. Adaptive systems constantly adjust the synchronization program, increasing and decreasing splits, cycle lengths and offsets to match current traffic volumes. Adaptive systems rely heavily on vehicle detection data to determine necessary adjustments to cycle lengths and splits. The most recently developed adaptive systems use real-time high-resolution detection data (1/10th of a second) to optimize cycle length and maximize traffic flow. Adaptive systems also require constant and reliable communication between controllers or between controllers and a central system/ATMS (Advanced Traffic Management System).

Given the higher complexity and cost of adaptive systems programming and regular monitoring of signal communications and detection system, **adaptive systems are selectively deployed along arterials that present high variability of traffic volumes and** directionality of flow that cannot be adequately handled by predefined synchronization plans. Figure 1 shows a diagram representing the decision process for selecting the most appropriate traffic control type for a corridor.

Figure 1 – Decision Process for Selecting Traffic Control Type for a Corridor



If deciding among several corridors which one should be implemented then the decision process should start by defining the cost/benefit ratio for each corridor in terms of expected improved performance (decreased travel times, stops and delay). The second step is to review and select an adaptive system. For smaller agencies with limited resources, preference should be given to a system that is relatively easier to program and maintain and is more cost effective in terms of implementation and annual maintenance costs. Complex and high-cost systems tend to be less used and rarely maintained.

ADVANTEC will assist the City of Monterey Park to select the most cost-effective signal system/adaptive solution by performing the following:



- A) Evaluate the state-of-the art scalable/expandable Advanced Traffic Management Systems (ATMS) that can provide **real-time monitoring and operations** from existing/future traffic signals.
- B) Evaluate ATMS that can provide system management tools including Adaptive Traffic Control System (ATCS).
- C) Identify corridors and intersections that would benefit from the deployment of ATCS.
- D) Identify the necessary improvements at the signalized intersections (e.g. signal controllers, cabinet upgrades, software, etc.) to link the signalized intersections with the new ATMS.
- E) Identify the necessary improvements at the signalized intersections (e.g. signal controllers, cabinet upgrades, software, detection, etc.) **to provide an Adaptive System.**
- F) Identify traffic **signal communication improvements** (e.g. Ethernet switches, fiber optic, etc.) that will be necessary to provide Ethernet communications under the following scenarios:
 - a. Between the signalized intersections to the new ATMS
 - b. Between the selected signalized intersections to the new ATMS with ATCS

Phase 2 - Project Challenges and Solutions No. 1 - Equipment Lead Times and Rising Costs

We have learned from projects we have conducted since 2020 that the availability of traffic signal-related equipment has been greatly affected by inflation, supply-demand, and inventory, with increased cost and lead times to receive our orders. A key aspect for determining the construction schedule is the “lead time” for receiving the ordered equipment. Our recent experience with equipment leads times is shown on **Table 1** below:

Table 1 – Current Equipment Lead Times

Vendor	Equipment	Lead Time
Econolite	Signal Cabinets	20 weeks including testing
	Video Detection	4 to 6 weeks
	Controllers	4 to 6 weeks
	Detector Rack	6 weeks
	Tech support	4 to 5 weeks
Audible Pedestrian Signals (APS) / Pedestrian Push Button (PPB)Assemblies	APS Buttons	6 weeks
	Tech support	8 weeks
CCTV	Cameras	4 to 5 weeks
Emergency Vehicle Pre-emption	GPS EVP	4 to 6 weeks

Our approach, to confirm that each agency’s requested equipment will be available at the time of construction without delay, will be to conduct a **survey of equipment manufacturers** at the onset of the project to determine expected lead-times and current cost. ADVANTEC will identify the latest models and cost of equipment and determine which vendors/models have the best cost and lead-times. ADVANTEC will prioritize selecting the most updated technology within the budget.

ADVANTEC can also work with City of Monterey and participating agencies to procure the long lead-time equipment directly from vendor/manufacture. We believe that by not waiting until the Final Plans have been approved, we can save between 3 to 6 months in construction time.

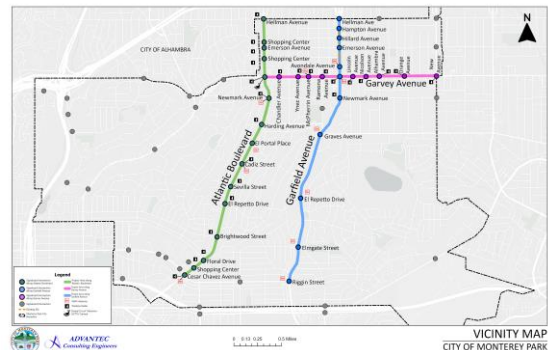
Rising Construction Costs - Based on recent bid results, there has been a spike in costs/fees in our industry from approx. 20% to 30%. ADVANTEC will conduct an early cost analysis at 30% design submittal to estimate the increase in construction costs/materials and compare with the improvements and allocated funds. ADVANTEC will make recommendations towards less costly similar/equivalent equipment if necessary to keep costs within budget.



PART I - SECTION 3: OBJECTIVE, SCOPE, NATURE OF PROPOSED PROGRAM

3.1 Project Understanding

The City of Monterey Park received a grant from the Los Angeles County Metropolitan Transportation Authority (LACMTA) to develop and implement corridor mobility improvement projects (MIPs) on three local arterials—Garvey Avenue, Atlantic Boulevard, and Garfield Avenue (35 intersections)—that experience congestion because of the discontinuity of the SR-710 North Freeway. The purpose and objectives of this project is to upgrade the traffic signal system, and other components at the major north-south and east-west corridors to improve the traffic operations, mobility, and the quality of life in the City of Monterey Park. These improvements will be planned and developed in conjunction with adjacent cities and Los Angeles County (LA County) to ensure that traffic operations are coordinated through major corridors within the SR-710 area. In addition, LA County Department of Public Works (LACDPW) will be an active participant in this project to coordinate the City's overall traffic management system development and integration to the Countywide Information Exchange Network (IEN) or the successor system. As a result, coordinating with LACDPW will maximize the regional arterials corridor traffic operational performance and minimize any potential conflicts.



The City of Monterey Park is requesting proposals from qualified firms to provide Professional Engineering Services for the preparation of plans, design, and related documents for the City of Monterey Park's Adaptive Traffic/Traffic Responsive Control System Project, Project No. 96026. This project will be conducted in two phases:

- **Phase 1** consists of preparing a project development plan, preliminary engineering, costs, and operations analysis, and recommendations, i.e. Project Traffic Signal and Communications Plan, that includes an analysis and plan to implement the project improvements within the allocated funds from the grant. This includes, but not limited to, record research, inventory of the existing traffic signal, ITS, and communications infrastructure, traffic data collection, travel time data collection and analysis, user needs analysis, system requirements, Concept-of-Operations (ConOps), **Advanced Transportation Controller (ATC) and Advanced Traffic Management System (ATMS) upgrades, evaluation of Adaptive Traffic Control System (ATCS), Traffic Responsive Systems, recommended traffic signal, ITS, and communications improvements, infrastructure improvements, hardware/software upgrades, and connectivity to the LA County IEN including an alternatives analysis with engineering construction cost estimates.** This information will be summarized in several reports including, but not limited to, Existing Operations Assessment Report, Analysis of Current Operations and Maintenance/Needs Assessment, Traffic Data Analysis Report, Concept of Operations Document, Recommended Traffic Controls and Equipment, Detailed Communication Plan Document, Signal System Implementation Plan, and Traffic Signal Operations and Maintenance Plan.
- **Phase 2** consists of a preparing project plans, specifications, and estimates (PS&E) based on the approved improvements from Phase 1. This includes, but not limited to, upgrading existing traffic signal controllers and cabinets, installing fiber optic cable and/or wireless radios, Ethernet switches, communication hubs, vehicle detection (loops/video), Closed Circuit Television (CCTV) camera systems, prepare and implement new traffic signal timing and traffic signal synchronization and fine-tuning, installing a new central ATMS at City Hall, upgrade ATMS for connectivity to LA County's IEN, implement Adaptive Traffic Control System (ATC) and/or responsive traffic control plans, and other traffic signal equipment improvements (e.g. Accessible Pedestrian Signals, battery backup systems, etc.) or ITS technologies as identified in Phase 1. This phase also consists of equipment procurement, environmental documentation and clearance, bid and construction support, system integration support, and final project report including a "before and after study" comparison analysis.

- The City is requesting fees from qualified firms for **Phase 1** only, and intends to negotiate with the selected firm to perform **Phase 2**.

The project is located along three major corridors of Atlantic Boulevard, Garfield Avenue and Garvey Avenue, in the San Gabriel Valley subregion. There are 35 signalized intersections along these three corridors as indicated in the RFP. This project emphasizes mobility improvements through the implementation of Adaptive Traffic/Traffic Responsive Signal Control System for these 35 intersections, but grant conditions also require to connect all signalized intersections in the City to be connected and managed by a centralized traffic control system, i.e. Econolite's Centrac's ATMS. The City currently maintains a total of 63 signalized intersections. This leaves about 28 additional intersections that are not listed that may require necessary upgrades such as new signal controller and communication equipment to provide connect to the centralized traffic signal control system. Although, there is an ongoing project where LA County is installing wireless radios and updating existing ASC/3 controllers with the latest firmware to connect 28 signalized intersections through an LA Metro Grant funded CENTRACS Traffic Signal Control System from Econolite. This includes 50 CENTRACS licenses for the City of Monterey Park. Once completed and configured, LA County will be hosting the CENTRACS server, and communications from the LA County TMC to the field through wireless radio. The City will be provided a workstation that has remote access capability that will allow City staff to view and monitor the City's traffic signals. ADVANTEC will work with the City and LA County to confirm the 28 locations and take into account of the 50 CENTRACS licenses as part the of the planning and implementaion phases of the project.

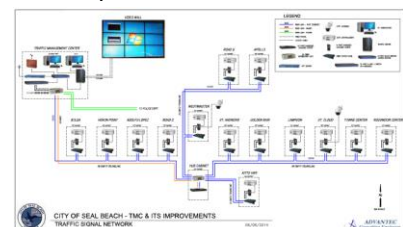
We understand that the City's goal is to implement an **ATMS at City Hall**, provide connectivity to LA County IEN, integrate a secured communications and ITS network to allow the City to fully support traffic, transit, and ITS technologies, **implement Adaptive Traffic Control System (ATCS) and Traffic Responsive Systems, Closed Circuit Television (CCTV) to allow video monitoring, and optimize** traffic signal timing strategies that will improve safety, mobility and quality of life to residents and commuters. The vision and objectives of the City under this contract includes:

- A comprehensive inventory of existing traffic signal system infrastructure
- A flexible and open ATMS, capable of adopting new technology and sharing traffic information with other agencies and the public
- Next generation ITS technologies that implement "Open Architecture" technologies and meet current federal, state, and local standards
- A simple and easy to understand system, traffic signal operations, management, and maintenance system, with remote access and a web-based platform that can be easily integrated into the ATMS.
- Low on-going operation and maintenance of the ATMS
- Evaluation and implementation of an Adaptative Traffic Control System (ATCS) and/or Traffic Responsive Systems
- Familiarity of the system by the maintenance staff
- Maximization of the existing traffic signal infrastructure
- A system that provides safe multi-modal transportation solutions
- A system that integrates Smart Cities solutions including integration with current City smart city programs and projects
- A system that is expandable and scalable, and can handle future needs of the city



3.2 Key Project Elements, Challenges, and Strategies

Based on our project understanding and our ITS communications expertise, we have identified some key project elements, challenges and proposed strategies leading to the successful completion of the project. These key project elements and challenges may have an impact on the project if not properly addressed in the planning and design process. The strategies that we



propose will reduce potential project impacts including project delays; it will help expedite and facilitate the planning, design, and completion of the improvements; and provide cost savings solutions to the City of Monterey Park.

Preliminary Site Assessment

Goal: To ensure consistency of the data collected during our field review and inventory, and evaluation of existing conditions.

Strategy: ADVANTEC has performed a preliminary review of existing site conditions in order to gain an understanding of existing traffic signal infrastructure, underground communications conduit, cable routing, above and underground constraints, and outstanding items that need to be addressed during the preparation of the Traffic Signal Communications Plan and preliminary engineering phase of the project. We are including key existing project highlights below.

ADVANTEC will perform field reconnaissance throughout the City of Monterey Park. Through this compilation of information, ADVANTEC has gained an extensive understanding of the technical aspects of the project as provided below. The City has also expressed a need to allow current needs and future integration.

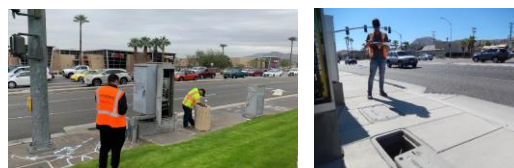
- ✓ Installing backbone/distribution 48/72/144/288 fiber optic cable (Single mode, OSP)
- ✓ Connect all local Traffic Signal locations along project corridors | Upgrade ITS elements along all project Traffic Signal locations | Close communication gaps to provide a resilient fiber optic communication ring
- ✓ Provide conduit assessment during the preliminary engineering phase | Connect field communication HUB(s) to provide fiber optic back-haul transmission of project traffic signals and ITS elements
- ✓ Provide fiber optic loop and complete communications redundancy
- ✓ Provide a Traffic Management Center (TMC) or workstations at City Hall to manage the City's traffic signal system and ITS elements | Provide secured a Virtual Private Network (VPN) connection for City staff to externally manage the system | Provide Connectivity to LA County IEN
- ✓ Design project upgrades to facilitate long-term project goals of connecting Agency owned facilities, Smart Cities (Transit, Smart Parking, Connected Vehicles) applications and other Mobility and ITS Elements

Detailed Field Review

Goal: To ensure consistency of the data collected during our field review and inventory, and evaluation of existing conditions, and complete site survey of above and underground utilities and obstructions.

Strategy: ADVANTEC's senior ITS/system engineers' experts will conduct the field reviews. ADVANTEC uses standard field review forms and worksheets to ensure consistency of field review and inventory of traffic signal equipment, ITS field elements, TMC elements, and communication system including network and topology.

ADVANTEC will perform an in-depth field review of traffic signal equipment, ITS field elements, and communication system including network and topology (fiber optic, wireless, etc.), and above and underground utilities and obstructions. Each item inventoried will include an identification number, description, and an assessment of the condition while in the field. ADVANTEC will use our standard field review forms in order to document this information in clear concise manner that will ensure consistency of the field review and inventory. ADVANTEC's task leaders and team members that are assigned to conduct the field review and assessment are senior traffic/ITS and system engineers. This benefits the City by providing results that are accurate and precise, which allows decision making about our next steps (e.g., recommended improvements) to be made concisely and made with confidence.



Provide Reliable, Scalable and Expandable Communication System for Connectivity to Field Elements

Goal: To provide a reliable, scalable and expandable secure communication system for connectivity to the field elements and City Hall.

Strategy: Identify any communication issues during the preliminary engineering phase in order resolve communication issues during the design and construction phase.

ADVANTEC provides the City with unique benefits regarding our in-house staff capabilities for identifying and resolving communication issues. ADVANTEC staff will work with City staff to provide the proper state-of-the-art

secured Ethernet communication network, servers, firewalls etc. This benefits the City by using a firm that understands the hardware, software and personnel at every level that will help coordinate this effort. At the local intersection level, **we are recommending communication HUB cabinet equipment installations.** HUB cabinets (with Aggregate Ethernet Switches) are a beneficial means of connecting local area field controllers to a central aggregation point. HUB cabinets facilitate future fiber optic connections and provide another layer of redundancy. At City Hall, we will work in tandem with City staff to identify and select the best equipment for the proposed Advanced Traffic Management System (ATMS), Video Management System (VMS), ITS management systems, and fiber optic system. This includes hardware (central servers) and software applicable for the ITS and communication systems. After implementation, if communication between the fiber optic communication system cannot be established, ADVANTEC has signal technicians on staff that can troubleshoot any signal communication problems. Our signal technicians can evaluate signal system communications at the central server, identify problems, and assist City staff or contractor to resolve communication issues.

Thorough Understanding of the City's Goals to Implement Secured Ethernet Fiber Optic System, Communication Network, and Topologies

Goal: To understand the City's goals to implement a secured Ethernet fiber optic communication system, communication network, and topologies and provide solutions to facilitate the integration of the proposed communication system and ITS elements.

Strategy: ADVANTEC brings System Engineers with Ethernet communications experience that will have a thorough understanding to implement the City's communication system, network, and topologies and will provide communication management solutions at the Backbone and Distribution levels, avoid impacts to the system, and provide solutions for integration of future transportation technologies.

Fiber Optic Communication - The ideal goal is to provide a **hardline connection from all local signalized intersections to aggregate HUB locations** and then ultimately connect all HUB(s) to the core communications located at the City Hall. This provides the highest bandwidth, less downtime and high reliability for the City. To accomplish this goal, all existing hardwired/wireless interconnect links are recommended to be replaced with new fiber optic cable utilizing new/existing communication conduit, as necessary.

As part of future fiber design, we recommend utilizing a 'folding-ring' design using the same fiber strands in a drop-and-repeat fashion at the local intersection level. This approach will provide added redundancy and free-up available fiber strands for future use.

Fiber Cable Allocation - At a minimum, it is typically recommended to use high-density 144 or 72 strand SMFO cable as the City's backbone communications along major corridors; it's intended to provide for local and back-haul interconnection links, center-to-center communications, regional communications, and to be expandable and scalable for future initiatives such as Smart Cities, Connected Vehicles, and reserved fibers for future use. It is recommended to use 48 strand fiber optic cable as the City's secondary/distribution lines along other corridors.

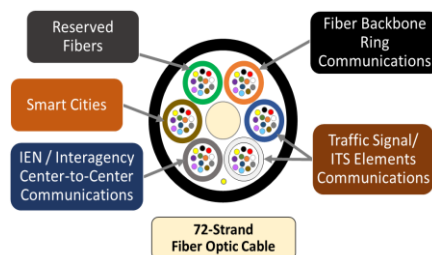


Figure 3.1 Recommended Fiber Optic Allocation

Figure 3.1 illustrates a typical 72 strand fiber cable allocation for existing and future needs. As an alternative, we can provide the same approach if the city decides to alternatively deploy a high-density 144/288 strand SMFO cable.

Virtual Local Area Network (VLAN) - VLANs are a Layer 3 technology that provide the capability to network across multiple switches on specific ports as if they are all on a local network. To segment the network traffic at a higher layer of the Open Systems Interconnection (OSI) stack allowing the flexible isolation and management of "virtual" networks. These virtual networks typically are implemented within a local switch fabric and are therefore dubbed Virtual Local Area Network (VLAN). VLAN tagging is a common and widely used method for network isolation without establishing many routed links. The objective of the network design for the traffic signal, ITS, and communications network is to:



- Segment the traffic network devices into VLAN groups based on the functionality and access needs. Similar devices are grouped into a single VLAN (e.g., ATC, CCTV cameras, Video Detection System, etc.). This also allows for easy access management.
- Secure each network segment by applying access control lists that allow or disallow network communications between segments that do not require communications.

ADVANTEC can provide guidance to provide a unified IP Schema that will provide for less complexity and more available space for future ITS elements.

Network Security - Cyber security is an increasing concern in the City of Monterey Park; therefore, transportation system owners/operators need a resource for identifying, alerting, and advising on cyber security incidents specific to transportation systems. This includes infrastructure, investigating potential system vulnerabilities, and education and awareness training. Traditionally, front-end hardware security devices such as a firewall, provided security intrusion; however, network security needs to be broken down into two of the following common segments for local agencies to adhere:

- **Physical Security** - Each traffic control cabinet on the street should have an applicable locking mechanism to prevent intrusion. An unauthorized person that enters a traffic control cabinet could access the IP network and have unlimited access to the entire network – both cabinet to cabinet and cabinet to central operations.
- **Logical Security** - **Wired Networks** – To help restrict unwanted traffic onto the network, firewalls are the easiest first step. Additionally, port security should be enabled. **Wireless Networks** – With wireless connectivity it is recommended to enable encryption. Also, if it is not needed, disable the Service Set Identification (SSID) Broadcast feature.

Lack of Network Security - It is suggested as part of the proposed Traffic Signal and Communications Plan, we will address network security for interface to the world wide web. Network firewalls are a software appliance running on general purpose hardware or hardware-based firewall computer appliances that filter traffic (data/video) between two or more networks. Host-based firewalls provide a layer of software on one host that controls network traffic in and out of that single machine. Today's next-generation firewalls can protect a traffic (data/video) network from outside intrusion and advanced malware protection.

Network Topology - For current Citywide Wide Area Networks (WAN), “Ring” topologies are recommended and Backbone fiber cables connecting all HUB locations to City Hall. Opportunities exist to combine all HUB locations into a common ‘Core Ring’ and provide Layer 3 services at the core/distribution level. This vision could entail seamless services to all Agency buildings connected to it. Data rates should also be improved. As part of future design criteria, all Local Traffic/ITS/CCTV field data (from the edge) will be sent over 1 Gigabit Ethernet (GbE) fiber connection to each field communication hub location (aggregation). All traffic/video data will be gathered at this point (hub location) and sent to the core layer over a separate 10GbE fiber uplink connection (HUBS and TMC). The 10GbE uplink connections will be made from each separate field communication hub location to the TMC. In summary, for the network connections the recommended topology would include the following:

- Layer 3 connection at City Hall
- Layer 3/Layer 2 connection from all Hub locations to City Hall
- Layer 2 connections between Hub switch and Edge switch (Layer 3 switches may also be considered)
- A Link Aggregation Control Protocol (LACP) uplink connection between the TMC core switches
- Utilize a Ring redundancy protocol such as RSTP. The network could also be set up with proprietary routing protocol.

Network Monitoring Software (NMS) - Network management software is a powerful tool in helping Traffic Engineering staff in configuring, monitoring, and diagnosing networking devices in industrial networks. The NMS shall provide an integrated management platform that can discover networking devices and SNMP/IP devices installed on subnets. All selected network components can be managed via a web browser from both local and remote sites at all times. NMS features include:

- Event Playback records network events and replays past network incidents
- Discovers and visualizes network devices and physical connections automatically
- Central management of configurations and firmware

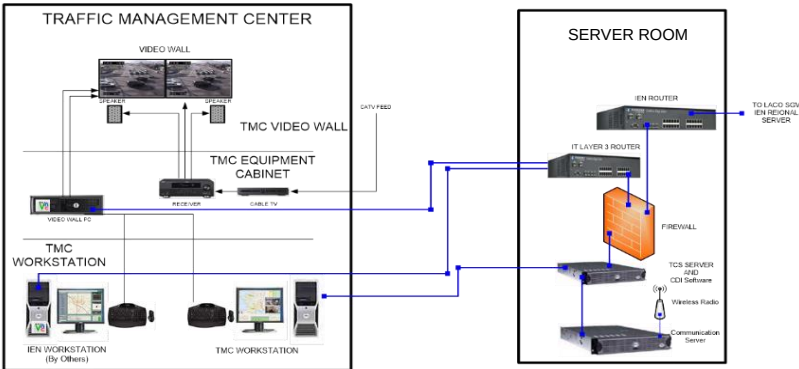
- Flexible events and notifications with self-defined threshold and duration
- Supports third-party devices with MIB compiler and MIB browser
- Comprehensive reports, including inventory, traffic, and availability reports

Reliable Communication System for Connectivity to the Field Elements and LA County IEN

Goal: To provide a reliable communication system for connectivity to the field elements and LA County IEN

Strategy: Identify any communication issues during the preliminary engineering and design phase in order resolve communication issues during construction.

ADVANTEC provides the City of Monterey Park with unique benefits regarding our in-house staff and subconsultant capabilities for identifying and resolving communication issues. ADVANTEC staff worked with other agencies and LA County for providing the proper equipment, workstations, servers and firewalls to connect from the local agency’s TMC to LA County’s IEN. This benefits the city by using a firm that understands the hardware, software and personnel at LA County that will help coordinate this effort. The graphic to the right illustrates typical equipment and connectivity from the City’s TMC to LA County’s IEN. At the local level, if communication between the City’s ATMS and field controllers cannot be established, ADVANTEC has signal technicians on staff that can troubleshoot any signal communication problems. Our signal technicians can evaluate signal system communications at the central server, identify problems, and assist City staff or contractor to resolve communication issues.



Use Existing Centrac's ATMS or New "Open Architecture" ATMS to Implements Adaptive Traffic Signal Control

Goal: Use existing Centrac's ATMS or recommend a state-of-the-art and next generation with Open Architecture features Advanced Traffic Management System (ATMS) to implement Adaptive Traffic Signal Control

Strategy: Based on our team experience, ADVANTEC recommends the latest ATMS that meets current standards, open architecture, open communication protocol "Share Management Information Bases" (MIBS), Application Programing Interfaces (APIs), Adaptive Control, expandability and scalability.

We understand that the City has selected Centrac's ATMS, but if our analysis shows that Centrac's has not been proven to successfully implement Adaptive Traffic Signal Control, then ADVANTEC will conduct a technology assessment in order determine the "best" system that will meet the City's needs.

Requirements	Constraints	Solutions
- No "Software" Development - NTCIP Compliance - ATC compliant controllers (ATC 5201, VLS 2.4 or better) - ATC 5401 v02A, Application Programming Interface (API) - C2C communications w/o Software Development	- Multiple Controller Manufacturers - Legacy equipment - Proprietary equipment	- Understanding the Latest ITS and Reliable COTS - Develop Performance Requirements - Execute Technology Assessment (Pilot Project) - Execute Pilot Project - Confirm No "Software" Development

ADVANTEC has worked with multiple advanced traffic signal controllers (ATC) and Advanced Traffic Management Systems (ATMS) for the past 5 years. On similar development of City’s Traffic Signal, Communications and ITS deployment projects, ADVANTEC has conducted a thorough technology assessment evaluating the performance requirements of these technologies including software, hardware, open architecture, Open Communication Protocol "Share Management Information Bases" (MIBS), Application Programing Interfaces (APIs), Adaptive Control, expandability and scalability, and evaluating procurement cost and annual maintenance cost. It is critical that the selected ATC units and ATMS must meet the latest NTCIP requirements. Meeting these performance requirements, will facilitate the compatability between the City’s selected ATC units and the ATMS.

The ADVANTEC Team conducted a thorough evaluation of the latest ATC units and ATMS as part of our CVAG Smart Region Program. During our evaluation in 2020, four (4) of the ATMSs manufacturers can interface with other ATC

Local and Regional ATMS: Comparison Matrix						
Local ATMS	INTELLIGENT	ATMS	Transpore	Centrac	INTELLIGENT	INTELLIGENT
Centrac	INTELLIGENT	Centrac/Transpore	Centrac/Transpore	Centrac/Transpore	Centrac/Transpore	Centrac/Transpore
No. of Intersections per Server	~1000	~1000	~1000	~1000	~1000	~1000
Cyber Secure	No	No	No	No	No	No
Cloud Based ATMS	Yes	Yes	Yes	Yes	Yes	Yes
Cloud Based ATMS Initial Costs	Depends on data retention policy and required options	\$100K-\$150K	Depends on data retention policy and required options	Depends on data retention policy and required options	Depends on data retention policy and required options	Depends on data retention policy and required options
Cloud Based ATMS Annual Costs	Depends on data retention policy and required options	\$100K-\$150K	Depends on data retention policy and required options	Depends on data retention policy and required options	Depends on data retention policy and required options	Depends on data retention policy and required options

units as long as they run on NTCIP compliant software and MIBs are provided. In addition, **over 500 performance requirements** were produced as part of a Pilot Project to test the selected ATC and ATMS manufacturer based on the region's needs. The QFree ATC and Kinetics ATMS was selected based on the evaluation of the current six (6) manufacturers available in the United States, our performance requirements, Pilot Project results, and users' needs. In addition, ADVANTEC has evaluated the same ATC and ATMS manufacturers on recent projects for other agencies, and we continue to recommend the QFree Kinetics ATMS based on their needs. For the purpose of the development of the City's Traffic Signal and Communications Plan, we would recommend to perform an evaluation of the current manufacturers and see if progress have been made by other companies. Also, to ensure that Adaptive Traffic Control features and applications can be provided to meet the City of Monterey Park needs.

Other ITS Solutions / Assessment and Evaluation of ITS Technologies

Goal: To provide the latest ITS technologies that meet current standards and provide Open Architecture communication protocols.

Strategy: ADVANTEC brings the latest ITS solutions that can be integrated with existing City's communication infrastructure, meet current standards and protocols, and can be scalable and expandable.

ADVANTEC will provide the City of Monterey Park with other ITS solutions that can enhance the City's operations and traffic management of the intersections and roadway systems to improve mobility, safety, and enhance the environment. These technologies may include:

- Video Management Systems | Arterial Management Systems (Bluetooth / Wi Fi) | Adaptive Control Systems | Arterial Performance Measurements; Incident Management Systems | Transit Management Systems; Freight Management Systems | Traveler Information Management Systems
- Connected Vehicles Technologies | Asset Management Systems



Arterial Performance Measurements Tools that can collect high resolution data. It can produce reports illustrating congestion levels, and can be used to monitor traffic flows, create and maintain improved signal coordination, provide real-time alerts of unusual traffic events, etc. As part of this project, ADVANTEC will coordinate with City staff the planning and possible implementation of these performance tools with the new traffic management system.

3.3 Understanding Roadway Existing Conditions and Proposed Operational Improvements

The City of Monterey Park currently has 63 signalized intersections operated by signal controllers from a mix of hardware manufacturers and models. The predominant controller type is Econolite ASC/2, ASC/3, and Cobalt controller, on Type P44 cabinets equipped with Myers Battery Backup Systems. Signals are not currently connected to a central system or Advanced Traffic Management System (ATMS). The City uses the services of the LA County Department of Public Works (LACDPW), on an on-call basis, to modify and implement signal timing. Monterey Park does not currently have any staff to manage the city's signal operations. LA County has an ongoing project to install wireless communications between 28 city signals (located along Atlantic Boulevard and Garvey Avenue) to an Econolite CENTRACS ATMS to be installed at the County's Traffic Management Center (TMC).

3.3.1 Understanding Existing Roadway and Traffic Characteristics

The three project corridors, Atlantic Boulevard, Garfield Avenue, and Garvey Avenue have distinct traffic and roadway characteristics.

Atlantic Boulevard is a 4 to 6 lane arterial with 35 mph posted speeds and serves a mix of commercial and residential land uses. Atlantic Boulevard provides direct access to the I-10 and SR-60 freeways. It carries low to moderate traffic volumes with no queueing during morning and midday peak periods. Heavy traffic and frequent stops are common during the afternoon peak period, concentrating on the north end of the corridor near the I-10 freeway.

Garfield Avenue is a 4-lane arterial with a painted median and posted speeds of 35 and 40 mph. It provides access to the I-10 and SR-60 freeways. The land uses along the corridor are predominantly residential, with a concentration of commercial uses at both the north and south ends of the corridor as it approaches the SR-60 and I-10 freeways. Garfield carries low to moderate traffic volumes during the morning and midday periods. Heavy traffic can be observed in the afternoon at the south end of the corridor near the SR-60 freeway.



Garvey Avenue is a 4-lane divided arterial with a 30-mph speed limit. It parallels the I-10 freeway, connecting all north-south arterials that provide direct access to the freeway. The land uses along the corridor are predominantly commercial. Garvey Avenue carries very low to low traffic volumes during most periods. Queues can be observed on the eastbound direction at the intersection with Atlantic Boulevard.

3.3.2 Current Traffic Progression Performance

ADVANTEC performed sample travel time studies to evaluate the performance of the current signal timing along the three project corridors. The three tables below list the various measures of effectiveness (MOE) derived from our travel runs. We also calculated a Corridor Synchronization Performance Index (CSPI), which was developed by the Orange County Transportation Authority (OCTA) to measure and compare the effectiveness of signal synchronization plans between different arterials.

Atlantic Boulevard (Hellman Avenue to Avenida Cesar Chavez/Riggin Street)								
Peak Period	Direction	Travel Time (mins)	Average Speed (mph)	Stops	Greens/ Red	Stops/ Mile	CSPI Score	CSPI Tier
AM	NB	6.5	22.7	3.5	3.1	1.4	69.5	III
	SB	6.2	24.1	2.5	7.8	1.0	90.9	I
MD	NB	5.4	27.6	3.0	4.3	1.2	88.2	I
	SB	6.3	23.5	4.5	2.1	1.8	59.1	IV
PM	NB	8.3	17.9	5.5	1.6	2.2	42.1	V
	SB	7.6	19.6	4.0	2.7	1.6	60.0	III
Garfield Avenue (Hellman Avenue to Riggin Street)								
Peak Period	Direction	Travel Time (mins)	Average Speed (mph)	Stops	Greens/ Red	Stops/ Mile	CSPI Score	CSPI Tier
AM	NB	5.4	26.6	3.0	2.3	1.3	71.0	II
	SB	4.9	29.4	2.0	4.0	0.8	92.8	I
MD	NB	6.5	22.1	4.5	1.3	1.9	49.4	V
	SB	6.5	22.0	4.0	1.7	1.7	54.6	IV
PM	NB	5.7	25.4	2.0	4.0	0.8	86.7	I
	SB	7.4	19.6	7.0	0.5	2.9	39.5	V
Garvey Avenue (Atlantic Boulevard to New Avenue)								
Peak Period	Direction	Travel Time (mins)	Average Speed (mph)	Stops	Greens/ Red	Stops/ Mile	CSPI Score	CSPI Tier
AM	EB	3.3	27.3	1.0	9.0	0.7	99.0	I
	WB	3.8	23.8	2.0	4.0	1.3	79.3	II
MD	EB	5.7	16.3	3.7	1.9	2.4	41.9	V
	WB	5.0	18.4	4.3	1.3	2.9	40.4	V
PM	EB	6.6	13.6	6.0	0.7	4.0	33.0	V
	WB	5.3	16.9	3.0	2.8	2.0	52.7	IV

The CSPI scores and Tier Levels are explained in the table below.



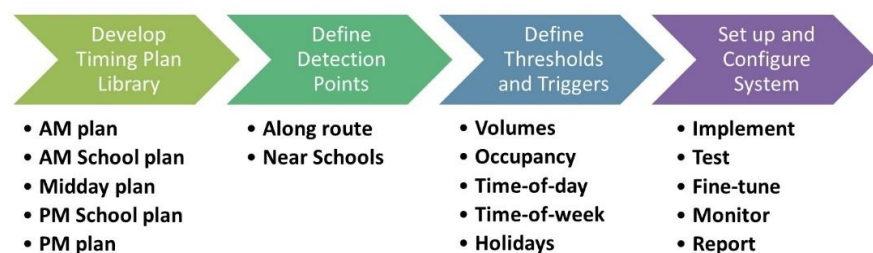
CSPI Score	Level	Description
≥ 80	I	Very good progression – traveling through signalized intersections with minimal stops and favorable travel speeds.
≥ 70 to 80	II	Good progression – traveling through signalized intersections with few stops and good travel speeds.
≥ 60 to 70	III	Fair progression – traveling through signalized intersections with moderate stops and fair travel speeds.
≥ 50 to 60	IV	Limited progression – traveling through signalized intersections with moderately high stops and slower travel speeds.
< 50	V	Very Limited progression – traveling through signalized intersections with frequent stops and slow travel speeds.

The results of our sample travel time studies show that the corridors currently operate at fair, limited and very limited progression during most time periods. The development and implementation of new synchronization timing plans and installation of new hardware and signal communication being proposed by this project will improve overall performance, and we are confident that the ADVANTEC Team will improve progression levels to Very Good Progression at all three corridors.

3.3.3 Proposed Improvements Approach for Adaptive Systems and Traffic Responsive Systems

Traffic engineers have many tools to improve operations and traffic flow along arterials. The first such tool is Traffic Signal Synchronization, which consists of developing a program to operate a group of signals while providing maximum flow with minimum stops and delays. Such a program is normally developed for a specific set of traffic volumes and flow pattern, and are defined in terms of cycle lengths, offsets, and splits. Signal Synchronization programs are deployed by scheduling when each program should start and end, and on which day of the week to operate (Time of Day Schedule).

The next level of tools includes Traffic Responsive systems that can select the appropriate synchronization program for the current traffic volume levels. Traffic Responsive systems measure traffic volumes along the corridor and select the synchronization program that best matches the current traffic flow levels and directionality from a predefined set of programs. The diagram below shows the typical steps in the development and implementation of a Traffic Responsive System.



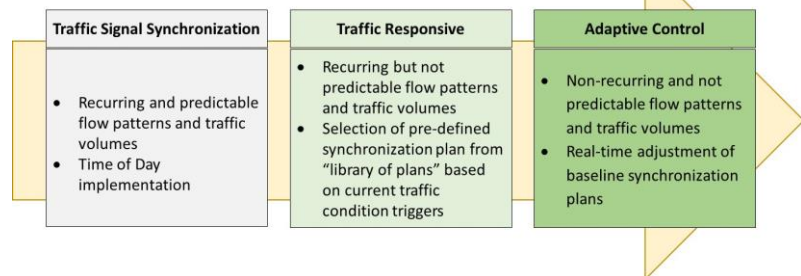
Adaptive Traffic Control systems are currently the most advanced tool to manage traffic signal operations on a corridor or an arterial network. They expand the capabilities of a responsive system by constantly adjusting the synchronization program, increasing, and decreasing splits, cycle lengths and offsets to match current traffic volumes. Adaptive systems rely heavily on vehicle detection data to determine necessary adjustments to cycle lengths and splits. The most recently developed adaptive systems use real-time high-resolution detection data (1/10th of a second) to optimize cycle length and maximize traffic flow. Adaptive systems also require constant and reliable



communication between controllers or between controllers and a central system/ATMS (Advanced Traffic Management System).

Given the higher complexity of adaptive systems programming and the need to regularly monitor signal communications and detection system, **adaptive systems are commonly deployed along arterials that present high variability of traffic volumes** and directionality of flow that cannot be adequately handled by predefined synchronization plans. There are several

Advanced Traffic Management Systems currently in the market that also provide Traffic Responsive and Adaptive Control Capabilities. ADVANTEC has summarized the requirements and capabilities of four systems currently in use in California.



Vendor	QFree	Trafficware	McCain	Econolite
Central System (ATMS)	Kinetics	ATMS.now	Transparency	Centracs
Client	- Uses web browser interface. Workstation is a thin client. - Server can be accessed anywhere in the network.	Workstation clients require programs on <u>desktop</u>, however program is automatically updated by the server when user logs in.	Workstation client requires program on desktop.	Workstation clients require programs on <u>desktop</u>, however program is automatically updated by the server when user logs in.
Graphic User interface	- Graphic User Interface is very easy to use. - Uses latest Microsoft windows "look and feel".	Graphic User Interface is very easy to use. Uses latest Microsoft windows "look and feel".	Graphic User Interface is easy to use. Microsoft windows "look and feel" is not as good.	Graphic User Interface is very easy to use. Microsoft windows "look and feel" is dated. New version under development.
System Map	- System Map is easy to set up, and displays Bing Map with traffic conditions. - Shows increased detail with zoom in. - Allows selection and apply command to multiple intersections, groups, and system wide. - Allows editing multiple controllers at same time.	- System Map is easy to set up, and displays Bing Map (No traffic conditions). - Shows increased detail with zoom in. - Allows selection and apply command to multiple intersections. - Allows editing multiple controllers at same time.	- System Map is easy to set up, and displays OpenStreet Maps (no traffic conditions). - Shows increased detail with zoom in. - Allows selection and apply command to multiple intersections. - Does not allow editing multiple controllers at same time.	- System Map is easy to set up, and displays HERE, Bing Maps, WMS Maps, Open Street Maps, Map.net/ESRI shape files (No traffic conditions). - Shows increased detail with zoom in. - Allows selection and apply command to multiple intersections. - Does not allow editing multiple controllers at same time.
Compatible controllers	Works with NTCIP and AB3418E controller protocols.	Works with NTCIP and AB3418E controller protocols.	Works with NTCIP controllers and legacy McCain controllers.	Works with NTCIP, Cobalt, 2070 (ASC/3, Sepac, Oasis), 170 (Wapiti)
CCTV control	Built in. Support for ONVIF compliant cameras.	Integrated module: IP cameras.	Separate module (\$). Supports Iteris video detection cameras.	Integrated module: Axis cameras (no cost). Available advanced module (\$)
L.A. County IEN	L.A. County IEN is supported.	L.A. County IEN is supported.	L.A. County IEN support is built-in base software. No additional cost.	L.A. County IEN is supported. Additional cost for configuration.
Adaptive System (ATCS)	MaxTime Adaptive	SynchroGreen	Transparency Adaptive	Centracs Edaptive
Server/Client	- Does not require server or connection to ATMS. - Works at the controller level. - Accessible through Web browser.	Installed in Central Server, can interface with ATMS.now or Web browser.	Client/server architecture. Interfaces with Central System.	- Cloud-based software. It is a module of Centracs Mobility platform. - Requires SPM and Pattern Optimizer modules
Communications	Require Ethernet Communication.	Require Ethernet Communication.	Require Ethernet Communication.	Require Ethernet Communication.
Controllers	Requires QFree ATC controllers with MaxTime software.	Require ATC/2070 controller with Naztec firmware and SynchroGreen.	Compatible with McCain 2070 ATC with Omni eX software.	Requires Econolite Cobalt controller with software key.
Adaptive Strategies	- Optimizes Cycles, Offsets and Splits. - Timing calculated every cycle. - Algorithm based on Signal Performance Metrics by UDOT, Purdue and INDOT.	- Optimizes Cycles, Offsets and Splits - Timing update with every cycle (Real time) - Strategies: Balanced Mode, Progression Mode, and Critical Movement Mode.	- Optimizes Cycles, Offsets and Splits - Cycle change can happen in every cycle. No transition - Adaptive operation starts by selection of Fixed Base pattern (TOD) or Dynamic Base pattern (Traffic Responsive).	- Optimizes Cycles, Offsets and Splits - Uses Pattern Optimizer algorithm based on Signal Performance Metrics and high-resolution detection data.

3.4 Understanding Existing Signal System Infrastructure and Proposed Improvements

Based on our project understanding and key project elements and strategies, ADVANTEC has a thorough understanding and a proven process to successfully deliver the project improvements that provides the City of Monterey Park with the tools to meet their project goals. **Figure 3.2** illustrates our understanding of typical existing intersection features and items that we will take into consideration during Phase 1, preliminary engineering phase.

Figure 3.2 Existing Intersection Features and Design Considerations

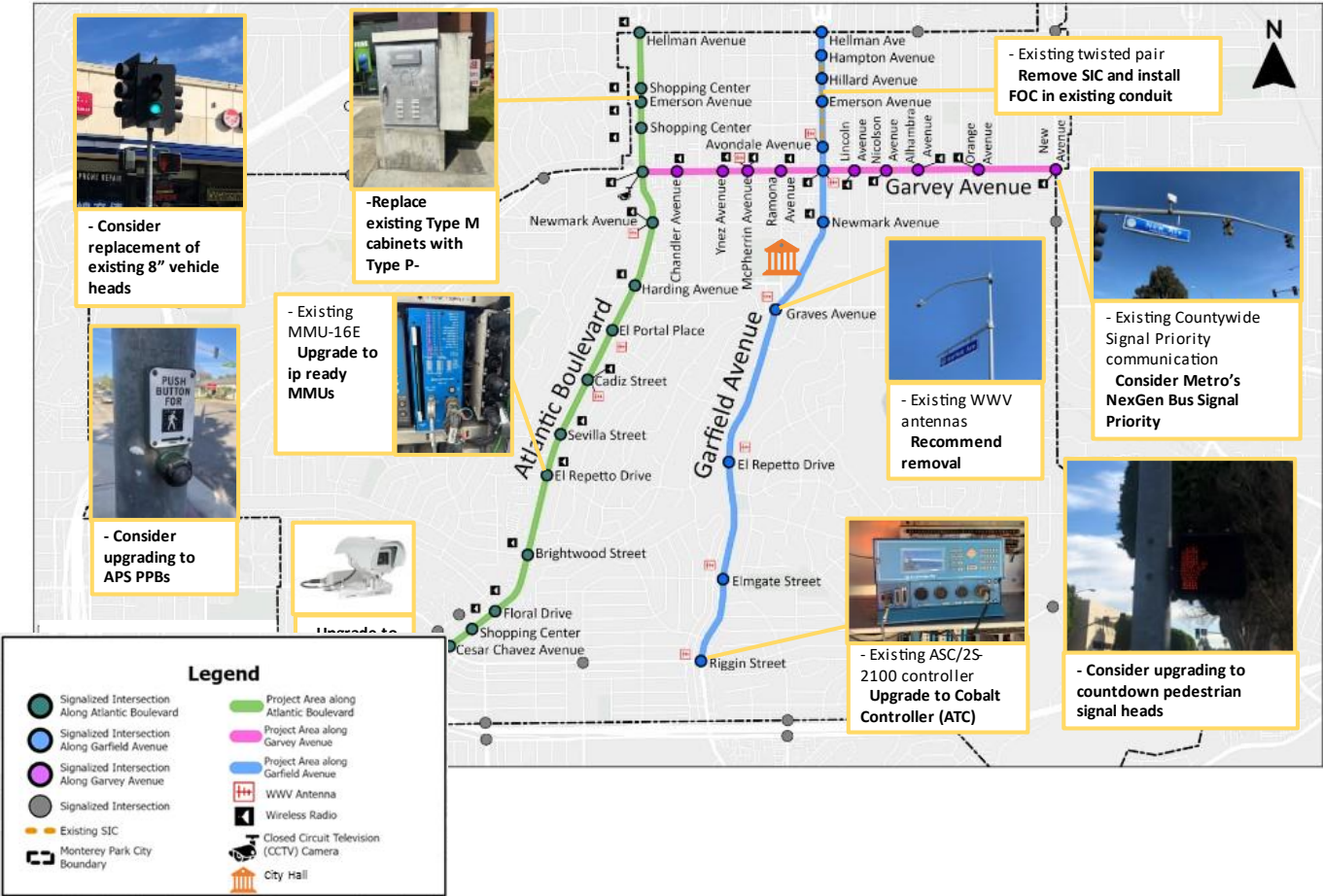
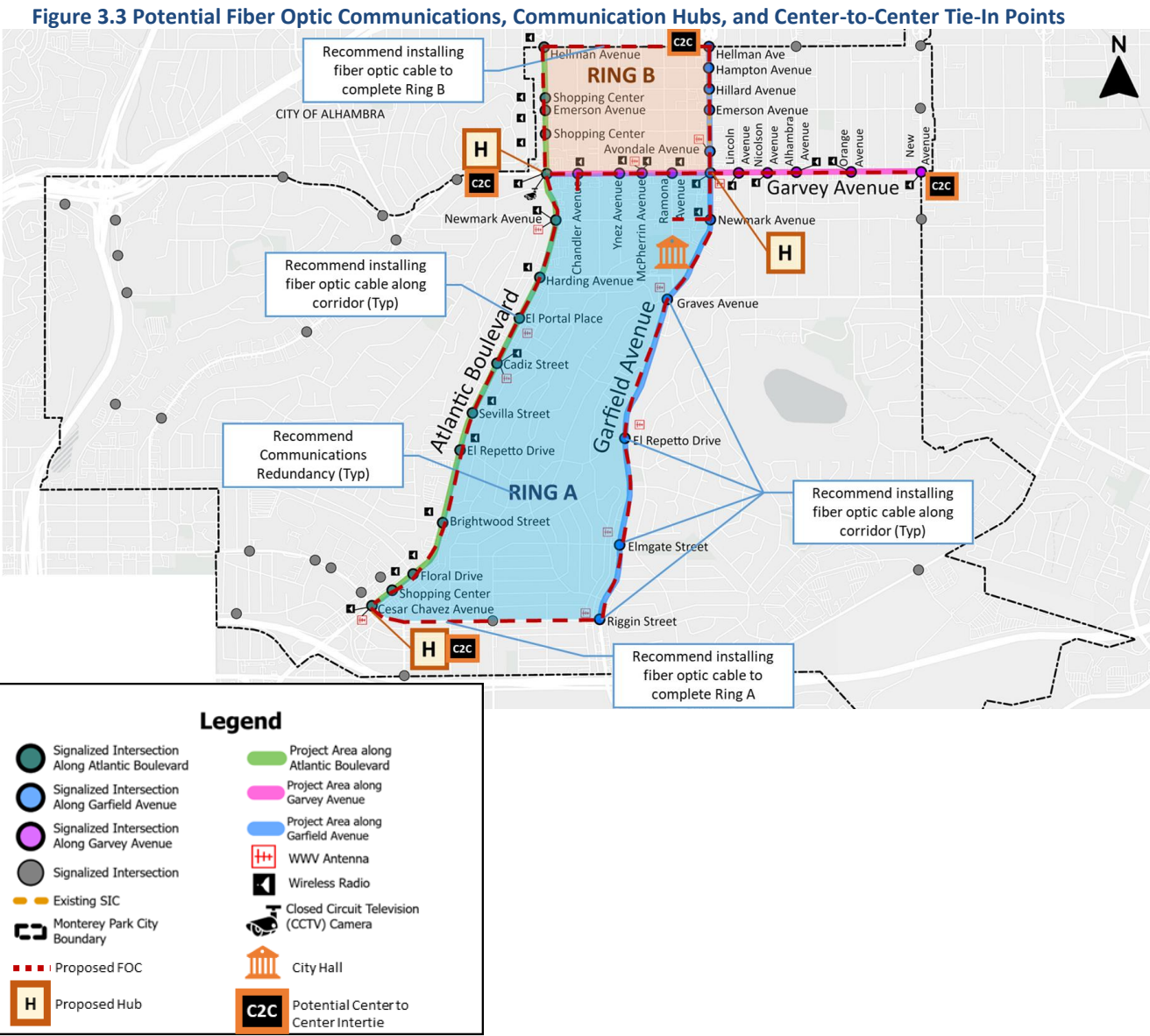


Figure 3.3 illustrates our understanding of the potential fiber optic communications alignment (shown with additional fiber links to provide redundancy), communication hubs, and center-to-center tie-in points that will be considered during our Phase 1, preliminary engineering, and cost analysis tasks. ADVANTEC will work with the City during the preliminary engineering phase to determine if the recommended improvements can be implemented, and we will provide a cost analysis to determine if the improvements are within budget.





PART I - SECTION 4: WORK PROGRAM

4.1 Scope of Work

This section provides ADVANTEC's detailed approach and scope of work program to complete the City of Monterey Park's Adaptive Traffic/Traffic Responsive Control Systems Project. We have developed our scope of work by task, subtask and deliverables for Phase 1 and Phase 2 based on the following professional services indicated in the RFP and the project elements described "Section 3 – Objective, Scope, and Nature of Proposed Program".

Phase 1 – Phase 1 consists of preparing a project development plan, preliminary engineering, costs, operations analysis, and recommendations.

Task 1 –Review of Existing Signal System Operations, Infrastructure, and Maintenance Agreements.

Tasks 1.1-1.2 - Review the City's related planning documents, policies, plans, and Intelligent Transportation Project programs. Review maintenance programs including participating agencies at shared intersections.

The ADVANTEC Team will coordinate with the City of Monterey Park, LA County Department of Public Works, METRO, City of Alhambra, City of South Pasadena, and other stakeholders to obtain and collect all planning documents, policies, plans, and programs including the on-going planned Intelligent Transportation System (ITS) projects and existing ITS projects currently under construction.

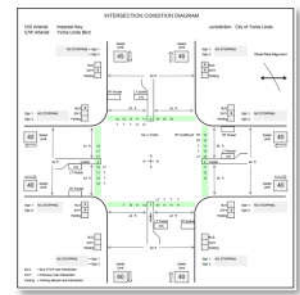
Additionally, the ADVANTEC team will conduct a review of existing City resources and maintenance programs including 'shared' intersections. ADVANTEC is well versed in current involvement of County of Los Angeles Department Public Works (LACDPW) operations regarding maintenance and operations of existing City signals hardware/software.

Additionally, many adjacent City signals are 'hosted' on the County's ATMS, KITS, and CENTRACS at the Public Works building in Alhambra. Other pertinent projects, such as Metro CSP project, and La County transition from IEN network to RIITS shall be further analyzed with recommendations on how the best City of Monterey Park to proceed.



Task 1.3 - Traffic Signal Timing and Operations - ADVANTEC will gather traffic signal plans and timing sheets for all 63 traffic signals in the city. If printed or electronic copies of the timing sheets are not available, our engineers will access the field controllers and transcribe the timing information from each traffic signal.

ADVANTEC will conduct field inventory of traffic signals, including intersection geometry (number of lanes, pocket lengths), arterial segment data (posted speeds, number of lanes, lane drop), and traffic signal operations details (phases, overlaps, phase movement restrictions).



ADVANTEC will review and inventory the geometric layout, existing traffic signal equipment, and signal synchronization related infrastructure to identify any deficiencies for each intersection and along the whole corridor.

ADVANTEC will investigate factors that are expected to affect signal progression, such as, intersections with high pedestrian or bicyclist volumes; over-saturated intersections; uneven lane distribution; high volumes of trucks and buses; presence and location of bus stops; differing signal timing patterns; etc.

Key components of the corridor review will include:

- Existing street and lane geometries, curbs, bus turnouts, and medians.
- Existing signal operation characteristics – signal phasing, cycle lengths, phase sequence alteration, protective-permissive, etc.
- Crossing arterial coordination operations.
- All traffic control devices related to traffic signal.
- Traffic signal control device information, such as type of device, brand and make, and condition of equipment. Digital photos of all existing equipment.
- All communications equipment and Intelligent Transportation Systems (ITS) devices, such as fiber optic cable, twisted pair cable, wireless radios, Ethernet switches, CCTV cameras, emergency vehicle preemption (EVP/GPS), video detection, etc.



- Note any deficiencies or maintenance condition of traffic control equipment and synchronization related infrastructure at each intersection.

Task 1.4 – Traffic Signal Inventory Matrix - Based on our inventory and field review, ADVANTEC will prepare a traffic signal and communications equipment inventory matrix that will include the quantities and conditions of all traffic signal equipment as defined in the RFP, including but not limited to traffic signal controllers, traffic signal poles, signal mast arm poles, luminaire mast arms, luminaire type, signal heads, pedestrian heads, mounted signs on traffic signal/mast arm poles, internally illuminated street name signs (IISNS), pedestrian push buttons, pedestrian ramps, communications, and vehicle detection.

Intersection	Location	Signal	Phase	Control	Location	Signal	Phase	Control	Location	Signal	Phase	Control	Location	Signal	Phase	Control	Location	Signal	Phase	Control
1	Atlantic Street & Garfield Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400
2	Atlantic Street & Garfield Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400
3	Atlantic Street & Garfield Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400
4	Atlantic Street & Garfield Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400
5	Atlantic Street & Garfield Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400
6	Atlantic Street & Garfield Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400
7	Atlantic Street & Garfield Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400	Atlantic Street	4	Phase	400

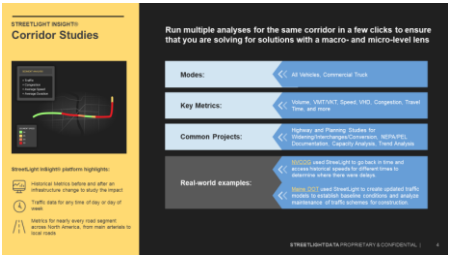
Task 1.5 – Identify Ongoing Projects - ADVANTEC will identify all planned and programmed improvements (widening projects, intersection improvements, etc.) on the study corridor or on intersecting corridors or streets that might affect the project. This will include regional and multi-jurisdictional projects.

Deliverables Task 1: Existing Operations Assessment Report with Inventory of Existing Traffic Signal facilities. |

- Analysis of Current Operations and Maintenance. | Identification of all related projects regionwide and in adjacent agencies which may affect design requirements.

Task 2 – Data Collection, including establishing existing Baseline & Corridor Analysis (limited to the 35 listed intersections in this RFP)

Task 2.1 – Traffic Data Collection and Analysis - ADVANTEC will collect current 7-day 24-hour Average Daily Traffic (ADT) data (in 15 minute increments), at one-mile intervals, on each of the three corridors to determine daily and hourly variability of traffic volumes within a typical week. We have planned to collect 7-day ADT data at 8 locations (3 at Atlantic, 3 at Garfield, and 2 at Garvey).



We will also gather historical data from STREETLIGHT INSIGHTS system to better understand how traffic volumes vary along the year. We will also analyze the historical data to identify the impact of past freeway congestion on the study corridors. ADVANTEC will use the current ADT data to determine the weekday and weekend peak periods when intersection turning movement counts will be collected.

ADVANTEC will also identify relevant adjacent or nearby land uses, such as schools/colleges, churches, shopping centers, and sport venues, that could potentially cause recurring and non-recurring congestion along the study corridors.

Task 2.2 – Baseline Travel Time Data Collection - ADVANTEC will conduct travel time studies for each corridor using the floating-car technique that will include travel data collection with Tru-traffic software on a mobile device connected to a GPS antenna. Between 5 and 7 travel runs will be conducted for each study period (morning, midday, afternoon). ADVANTEC will also perform a travel time study during a weekend peak period, if such a peak is identified during the ADT analysis. ADVANTEC will gather historical travel time data from STREETLIGHT INSIGHTS system and compare it to existing data.



VALUE ADDED: BEFORE/AFTER SYNCHRONIZED VIDEO

ADVANTEC will record videos of each Before and After travel time run for four time periods and made available to the city. We will prepare synchronized videos of “Before” and “After” runs for AM peak and PM peak using representative runs (average results). The videos will be synchronized and show side by side the “Before” and “After” runs and will include a diagram/map showing the location of the study vehicle also synchronized with the videos (an example is shown on the right)

Task 2.3 – Intersection Turning Movement Counts Collection - ADVANTEC will collect intersection turning movement (ITM) counts for three weekday peak periods (morning, midday, and afternoon) and a weekend peak period (if identified in ADT analysis). 2-hour ITM counts will be collected for each peak period, and will include vehicle, pedestrian and bicycle counts at each of the 35 study intersections. ADVANTEC has allocated up to 10 hours per intersection for collection of ITM counts.

ADVANTEC will prepare a Traffic Data Analysis Report for each corridor summarizing the data collection effort, analyses and findings.

Deliverables Task 2: Traffic Data Analysis Report for each corridor, including Baseline Travel Data and Intersection Turning Movement Counts. | ADT data files in Excel format. | ITM counts data files in Excel format.

Task 3 – Develop Concept of Operations and Traffic Control Recommendations

Task 3.1 – Concept of Operations - ADVANTEC will prepare a Concept of Operations report that will describe and provide a rationale for the expected operations of the city's updated traffic signal system. It will describe existing conditions of the roadway network, traffic characteristics, signal infrastructure, and limitations of the current system. The report will layout the vision, goals and objectives of the proposed system and required infrastructure upgrades.

Technical Review of Adaptive/Responsive Systems - ADVANTEC will contact adaptive/responsive system providers to obtain the latest literature of their systems, including the newer systems that are under development. We will prepare a comparative analysis of the systems' functionalities and needs. Among the parameters that will be compared are:

- ✓ System architecture and central hardware needs | Signal Communication needs | Detectorization needs
- ✓ Local controller needs | Graphical user interface
- Functionalities such as: Algorithm and control strategy for adaptive control | Frequency of timing parameters changes | Incremental changes of timing parameters | Traffic responsive vs adaptive operations | Availability of predictive algorithms using historical data | Ease of operations
- ✓ Locations where system have been implemented | Operational experience such as % reduction in stops and delays
- ✓ Costs, including central hardware and software costs, communication costs, detector costs, local controller costs, as well as operational and maintenance costs.

Evaluation of Adaptive Systems - Based on the information compiled in the technical review, plus the information obtained from field inventory and ongoing projects, ADVANTEC will evaluate the requirements of the available systems and City needs and make suitable recommendations in a most cost-effective manner. While some systems are more expensive, they may provide more functionalities. The needs of the City and the budget shall be determining factors to derive a most cost-effective implementation. Some of the key evaluation criteria include:

- Functionalities desired & suitability of operating strategy for Monterey Park application
- According to the Funding Agreement, City is prepared to replace all the controllers with Type 2070. However, based on the selected ATCS, different firmware/hardware may be more appropriate.
- Need to add detectors and associated costs.
- Need to upgrade communications network and associated costs.
- Ability to salvage existing system equipment.

Task 3.2 – Traffic Control Recommendations - ADVANTEC will analyze the current and historical ADT data gathered in Task 2 to determine if there is enough variability in traffic volumes and directionality that cannot be adequately addressed by synchronization plans and may require use of a Responsive or Adaptive system.

Corridors with traffic volumes above 300 vehicles per hour per lane will be recommended to operate under a synchronization plan. If ADT data shows that traffic volume patterns are similar throughout the week, then a time-of-day coordination may be recommended. On the other hand, if ADTs show that start and end times of the peak periods vary by more than two hours from day to day, or seasonally, then a Traffic Responsive system may be recommended. Corridors which show great variability of traffic volumes and directionality that cannot be addressed by a Responsive System will be recommended to operate under an Adaptive Control system.

Based on our preliminary evaluation of the three project corridors, Atlantic Boulevard appear to be the best candidate for a pilot deployment of an Adaptive System, since the corridor is more likely to be used as an alternative route for detouring traffic generated by incidents and congestion on the adjacent freeways. Such incidents and accompanying detouring traffic volumes are not predictable and can vary with each incident.

ADVANTEC will analyze traffic volumes and patterns along each corridor and recommend signal groupings that should operate under the same synchronization plan. Signals in close proximity (less than a quarter mile) and with similar sizes and volumes will be grouped together.

Deliverables Task 3: Concept of Operations Document. | Recommended Traffic Controls for each corridor.

Task 4 –Develop Traffic Signal Communication Plan, and Traffic Signal System Implementation Plan which includes Future Operation and Maintenance Plan

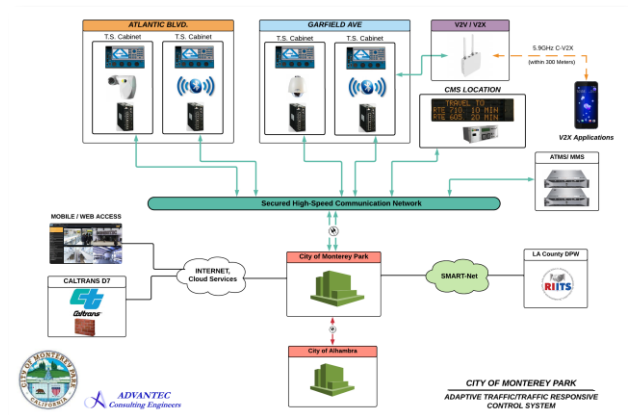
Task 4.1 – Traffic Signal Communication Master Plan - The ADVANTEC team will prepare a comprehensive Communications Master Plan Document that will entail high-level overall system design and recommendation for traffic signal systems, Ethernet communications network, Intelligent Transportation Systems (ITS) technologies, and Traffic Management Centers (TMC) related improvements to the City of Monterey Park, and other stakeholders. Specifically, the Master Plan document will provide detailed communication requirements for all field devices, field communication hub locations, TMCs, and will identify the recommended technologies for each of the three (3) corridors and how all 3 corridors will interface to the existing LADPW traffic management system and the proposed City of Monterey Park ATMS.

Recommendations for deployments of Advanced Traffic Management Systems (ATMS), Advanced Transportation Controllers (ATC), High Definition (HD) Internet Protocol (IP) Close Circuit Television (CCTV) camera systems, Video Management Systems (VMS), Arterial Management Systems (AMS), Dynamic Message Sign (DMS) systems, Changeable Message Sign (CMS) systems, Ethernet/IP-based communications, and other ITS field elements will be included. System architecture exhibits are also provided to illustrate the connectivity between the recommended improvements and ITS elements.

Regional ITS Architecture: Adherence to the Regional ITS Architecture is key for ITS integration and project coordination among participating public agencies like the City of Monterey Park. It presents the opportunity for participants to make new ITS investments and create Smart City initiatives that will shape mobility in LA County in the near future. It is a resource and tool that provides guidance to stakeholders, regional agencies, and local agencies throughout the ITS project lifecycle including design, engineering, and phase implementation.

System Architecture and Network Topology:

As Intelligent Transportation Systems (ITS) migrate towards full digital systems, IP continues to be used increasingly to connect controllers, cameras, Ethernet switches and other ITS devices throughout a traffic signal and arterial communication network. Its usage can be over both hardwired and wireless technologies, including fiber optic cable, Ethernet-over-Copper, and wireless Ethernet broadband applications. Using IP-based systems can provide other operational benefits such as device configuration, control and remote adjustment. Below is how we envision the proposed build-out of Monterey Park ATMS and ATCS:



Task 4.2 – Traffic Signal System Implementation Plan - The City of Monterey Park's

Traffic Signal Communications Master Plan shall be a comprehensive planning and "living" document that establishes the foundation for implementing best practices and processes in order to achieve the City of Monterey Park traffic signal infrastructure goals and objectives. The purpose of this section is to provide an inventory and evaluation of existing traffic signal systems, Intelligent Transportation Systems (ITS), traffic management systems (TMS), communications, and synchronized corridors of the City of Monterey Park. This information will be used to develop baseline conditions to provide recommended and prioritized improvements.

Phased Implementation Plan - A phased implementation plan has been developed for the deployment of the proposed traffic signal systems, communications, and ITS improvements. This is completed by developing priorities at the local level for a successful implementation of each phase. This systematic approach defines priorities that are used to help determine the near term and long-term project deployments. Key considerations include:

- ✓ Development and installation prerequisites. Identify what systems/sub-systems need to be deployed before other systems/sub-systems can function.
- ✓ Deployment of interfacing systems that must precede deployment of other system features.
- ✓ Create a viable operational capacity at each stage. This determines how much of the system must be deployed for it to operate effectively at each stage.



Ultimately, the phased implementation plan shall provide guidelines on how to complete the future signal system integration and shall be prioritized in the order of best value to the client, the City of Monterey park.

Task 4.2.1 – Operations & Maintenance (O&M) Plan - As part of the Traffic Signal Implementation Plan, ADVANTEC shall prepare an Operations and Maintenance (O&M) plan suggested to operate and continually maintain the newly deployed ITS system and sub-systems. The purpose of the O&M is to develop minimum equipment standards (hardware and software), and define responsibilities and procedures to manage, procure, implement, maintain, upgrade, and operate intelligent transportation systems including inter-agency signal synchronization, arterial management systems, integrated corridor management systems, and ITS technologies. The O&M Plan will include any required maintenance and operation recurring costs.

Task 4.3 – Funding Analysis -0 Transportation funding is extremely complex with funds coming from the local, State, and Federal governments through their taxing sources. The ADVANTEC team will review the existing funding structure and keep up-to-date on special funding requirements from the regional, state and upper levels.

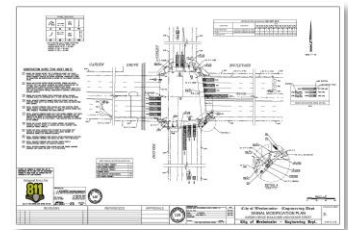
Deliverables Task : Detailed Communication Plan Document | Signal System Implementation Plan | Traffic Signal Operations and Maintenance Plan.

Phase 2 – Phase 2 consists of a preparing project plans, specifications, and estimates (PS&E) based on the approved improvements from Phase 1 including equipment procurement, environmental documentation and clearance, bid and construction support, system integration support, and final project report including a "before and after study" comparison analysis.

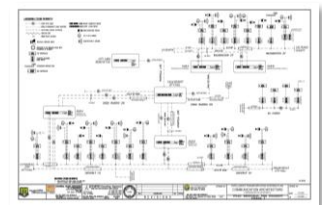
Task 5 – Design of all Proposed Traffic Signal Improvements

Task 5.1 – Design Proposed Traffic Signal Improvements

Traffic Signal Improvement Plans - ADVANTEC will prepare traffic signal improvement plans as necessary for the City per their requirements. The traffic signal improvement plans are provided due to the type of improvements that require adequate details of the project intersection, and to ensure it clearly shows the Contractor how to install and setup traffic signal, communication, and ITS equipment. The types of improvements typically include the combination of CCTV cameras, video detection systems, Ethernet Switches, advanced transportation controller (ATC) units, pedestrian push buttons, BBS, SPMs, conduit and pull box replacement, and other as indicated in the RFP. The plans will include all base mapping, as-built information and utilities, and all existing and proposed traffic signal, and ITS improvements including modified conductor schedules, construction notes, and any details necessary to facilitate the installation and construction of the project improvements. The traffic signal improvement plans will be prepared at 1"=20' or 1"=40' scale.



Communication and ITS Schematic Plan - ADVANTEC will prepare a detail sheet of the TMC equipment and communication between existing equipment and proposed enhancements for a fully operational and control of field equipment. This includes the project corridor that illustrates the general location of each traffic signal controller cabinet, ITS elements, field communication hub cabinets, and connection to each TMC including the communications type and link. This is important because it gives the City an "at a glance" understanding of the communication layout.



Fiber Optic Communication Plans - ADVANTEC will prepare the fiber optic communication plans. The communications plans will include all base mapping from our field review, as-built information, and utilities including the specified border, title block, signature block, and construction notes, and any construction details necessary to facilitate the installation of the project improvements. The communication system plans will be prepared in AutoCAD at 1"=40' scale with blow-ups at 1"=20' scale and in accordance with standards set forth by each City. All plans will be prepared by a registered Civil Engineer in the State of California.

Detail Sheet: Fiber Optic Assignment Plans - ADVANTEC will prepare a detail sheets for fiber optic cable assignment details. This will show how each strand is spliced and linked to each traffic signal, communication hub, and City's TMC. This will be provided for each City per the project improvements. It will show the fiber strands that are not used and can be reserved for future connections. This is a key project component because it allows the City to know how many fiber strands are being used and its connection to each field element. This information is critical to trouble shooting, modifying and expanding the system.

Other Detail Sheets: Trenching, pull box, conduit sweeps, controller cabinet, CCTV, VID, SPM, CCTV, TMC - ADVANTEC will prepare other details sheets for the work related to the traffic signal improvements, ITS, and the fiber optic communications. This includes, but not limited to, trenching details, pull box placement detail, conduit sweep details, conduit entering controller



cabinet foundation details, CCTV camera systems, video detection systems (VID), signal performance measures systems (SPMs), and Traffic Management Center upgrades. Construction notes and other details will be provided to facilitate the project improvements.

Technical Specifications - ADVANTEC will prepare the project Technical Specifications and Bid Documents for the proposed project and the associated improvements based on each Agency's requirements. The technical specifications will include a project description, preparation of bid schedules, bid item descriptions, payment methods, special provisions, technical specifications, and any specification detail sheets or standard plans. ADVANTEC will also include specification requirements, defining the contractor testing and acceptance plan for the Ethernet communications network, and establishing performance metrics using industry-standard testing procedures. ADVANTEC will also include functional specifications for each City's selected systems including requirements for the proposed hardware and software to fully installed, configured, integrated, tested, and commissioned to the manufacturer's specifications, and the project plans.

Construction Quantity Take-offs and Construction Cost Engineer's Estimates - ADVANTEC will prepare construction quantity take-offs and construction cost engineer's estimates for the proposed improvements. The unit costs will be based on current cost data and historical cost data associated with the identified bid items. Preliminary and final quantities and construction cost estimates will be provided to the City.

City and Partner Agencies Encroachment Permits – ADVANTEC will coordinate, prepare and submit applications to conduct work in each city. We assume no-fee encroachment permits from each partner agency.

Task 5.2 – Develop Detailed Timing Sheets and Synchronization Plans - ADVANTEC will review the current traffic signal timing parameters (yellow, all-red, walk, flash-don't-walk, bicycle minimum green, vehicle extension, etc.) **for all 63 city traffic signals** and revise according to the latest guidelines of the California Manual on Uniform Traffic Control devices (CA-MUTCD).

ADVANTEC will develop Synchro models for each peak period that will include all three study corridors in one file. The models will include peak-hour intersection turning movement (ITM) counts collected under Task 2, all the intersection geometry (number of lanes, pocket lengths), arterial segment data (posted speeds, number of lanes, lane drop), traffic signal operations (phases, overlaps, phase restrictions) and traffic signal timing parameters.

ADVANTEC will analyze and select the appropriate cycle lengths for each corridor, corridor segment and time period, to maximize green bands, and minimize delay and stops. The cycle length search will identify the shortest possible cycle for each period that provide adequate green time for each movement and covers the pedestrian clearance times (walk+“flash-don't-walk”+yellow+red). Techniques such as lead-lag phasing, fixed/float force-offs and Max Green limits will be used to optimize traffic flow and signal operations.

ADVANTEC will develop optimized signal timings using the results from Synchro/SimTraffic, in conjunction with Tru-Traffic and recommend any changes to the signal phasing at each signalized intersection that may improve the efficiency of operations. Tru-Traffic Software will be used to augment and enhance green band throughput and, to incorporate specific off band coordinated traffic platoons into the corridor operation as required by data analysis and field observations.

ADVANTEC will create complete traffic signal timing sheets for all 63 city signals using the updated signal timing parameters and information from previous timing sheets. The timing sheet format will match the proposed new traffic signal controller and signal system. ADVANTEC will include the new traffic signal synchronization plans on the timing sheets of the 35 study signals.

Deliverables Task 5: Design Plans for all planned improvements | Engineering Estimate and Special Provision Documents | Signal Timing Sheets for all City intersections, recommended signal synchronization plans for the 35 intersections in three corridors.

Task 6 –Environmental Analysis - Our subconsultant, Dudek, will prepare the following environmental documentation under this sub-task:

PES Form - Dudek will prepare the Draft PES Form consistent with the Local Assistance Procedures Manual (LAPM), Chapter 6 Environmental Procedures. Dudek staff will review existing information provided our team, including aerial and site photographs, grant applications attachments, and design plans. We will use this information to develop a detailed project description for environmental analysis to be included in the PES Form.

CEQA/NEPA Compliance - Once the PES for is approved, Dudek will draft the Categorical Exemption/Categorical Exclusion Determination Form to be reviewed and approved by the City. (CEQA Only) and Caltrans (NEPA Only). The City and Caltrans reviews and approvals will occur concurrently with one (1) round of review included. Consistent

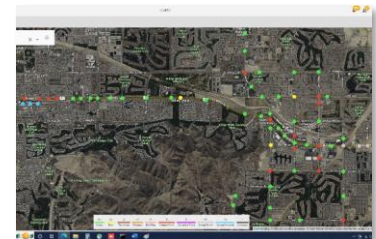
with Caltrans District 12 environmental approval requirement Dudek will also prepare an Environmental Certification Form, along with an Environmental Commitments Record (ECR). Dudek will prepare those two additional documents for City and Caltrans concurrent review with one (1) round of review included. Once the PES Form and CEQA/NEPA documents are approved, Dudek will assemble the complete package and provide the signed hard copies to the City and Caltrans for their records.

Deliverables Task 6: Draft / Final PES Form (electronically submitted | Draft / Final CEQA Categorical Exemption and Draft/ Final NEPA Categorical Exclusion | Draft / Final Environmental Certification Form | Draft/ Final ECR.

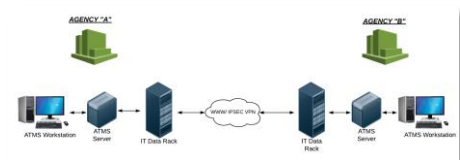
Task 7 –Acquisition and Integration support for the Central Control System & “Development/ Preparation” of updated Traffic Signal Synchronization Timing.

Task 7.1 – ITS System Vendor Selection - The ADVANTEC team will help the City of Monterey Park and project stakeholders with an inventory and evaluation of their existing traffic signal system, communication system, ITS elements, and traffic management equipment, including hardware and software, to identify each system’s capabilities, deficiencies, and opportunities; and ultimately to recommend state-of-the-art communication technologies and recommend equipment installation and/or upgrades to meet the goals and objectives of the City. The recommended communication technologies and recommended equipment installation/upgrades will be provided with the City and stakeholder input. ADVANTEC will bring in multiple vendors to demonstrate new and emerging NextGen technologies.

Centralized ATMS: The new ATMS systems provide the functionality of full Ethernet/IP-based communication, integration of ATC controllers and upgraded capabilities such as high-resolution data and peer-to-peer communication. Additionally, they also support expanded functions such as ATCS control, CCTV view and control, and 3rd party integration of isolated sub-systems like Arterial Management Systems, CMS software, and ATSPM's. Legacy Traffic Management Systems (TMS) do not have this capability. Based on this, ADVANTEC will bring in vendor.



Center-to-Center (C2C) Communications: (Monterey Park, LADPW): Based on the project requirements, a unique opportunity exists for two agencies to share traffic data across jurisdictional boundaries. ADVANTEC is the leader in this new wave of inter-connecting ATMSs and inter-operability. ADVANTEC is currently inter-connecting 9 ATMS to a Regional TMC in the Coachella Valley. By providing a proposed C2C Interface, both agencies will be able to share and provide phase status, system detectors, controller summary, map display and system control. Actions and privileges are defined by creating unique users and groups. ADVANTEC will perform a thorough analysis and provide options for stakeholders in the advantages of a proposed C2C integration between the City of Monterey Park and County of LA DPW.



Task 7.2 – System Integration - ADVANTEC will coordinate with the contractor for installation and integration of all systems and hardware/software/firmware. ADVANTEC will assist with the complete System Integration of all intersection equipment including graphics, timing, communications equipment, and all related items at both the TMC/TOC and intersection levels. ADVANTEC will provide oversight and input regarding the configuration and integration of all devices implemented by the Contractor. ADVANTEC will assist with finalizing system setup and preferences per agency to ensure all devices are working properly.

Cyber Security - Cyber security is a real concern in today’s network-enabled ITS market. Network security issues will be coordinated with each agency’s IT department as required. If the network is a standalone ITS network, cyber security will be employed with all encryption and safeguards provided with the equipment and services. This will be complete at the managed switch level or any other device that has an IP address that can be accessed over the network. ADVANTEC’s integration approach is to provide fully secured network communications with all intersections online and functioning at 100%. Additionally, ADVANTEC will provide design support for any required central system upgrades in each of the member agencies. We will provide technical assistance to integrate the proposed improvements into the existing traffic signal central system.

The SI process is an important step for the high-level system integration steps that the systems integrator will need to take to install, test, and commission the proposed ATMS, Ethernet communications, ITS elements, and ultimately the ATCS system on the 3 project corridors.

Task 7.3 – Acceptance Test Plan - ADVANTEC will also be present during the final acceptance tests and approvals. ADVANTEC will coordinate with agency Traffic Engineering and/or inspection staff on a weekly basis to check-in on progress, respond to any discrepancies and quality of workmanship. Our ultimate responsibility is to present to each agency a fully functional ATMS and ATC network, and ITS devices with full optimized timing per the RFP and contract. The purpose of this ATP test will be to validate the performance of the system under live operating conditions for LA County and the City of Monterey Park.

Task 7.4 – Development/ Preparation of updated Traffic Signal Synchronization Timing ADVANTEC will prepare complete timing sheets in the format corresponding to the proposed signal controller and as required by LA County and City staff. Timing sheets will contain all necessary parameters to configure and operate the new controller and enable communication with the central system. Any existing special timing and signal coordination plans will be translated to new controller format. All new signal synchronization plans developed for the 35 project intersections will be included in the new timing sheets.

Timing sheets will be submitted to LA County and City for review and approval. ADVANTEC will revise the timing sheets according to staff comments and will submit the final version for city records.

Deliverables Task 7: Acquisition of necessary software licenses, including fixed fee and/or subscription-based fee for a minimum of 5 (five) years | System vendor integration oversight | Develop and provide acceptance testing procedures | Signal timing charts for 63 traffic signals.

Task 8 –Limited Construction Support - ADVANTEC will provide construction management support throughout construction. This includes weekly or biweekly site visits to ensure progress and oversight. ADVANTEC will note any modifications, additions, or repair of missing or damaged signal synchronization infrastructure and other assets to be determined. Any changes desired during construction will be documented and presented to the agency inspector for approval. Issues requiring change orders will be quickly reported to the agency. ADVANTEC will also work with the agency in the event a change in scope is necessary and assist in notifying METRO.

Bid Support - ADVANTEC will provide bidding support for the construction plans, specification interpretation and consultation during the bidding phase of the project including, but not limited to attending the pre-bid meeting; review and respond to Request for Clarifications (RFCs); and project addenda and bid analyses.

Construction Support - ADVANTEC will provide construction engineering and management services throughout construction. This includes, but not limited to, inspection coordination, quality control, Critical Path Method (CPM) schedule management, utility coordination, and administration services. The following summarizes some of our tasks that will be conducted as part of our construction management services:



Pre-Construction Phase: Arrange and conduct Pre-Construction meeting and prepare and distribute meeting minutes.

Construction Phase: Review construction schedule, duration of activities, and long lead items. Schedule and conduct weekly progress meetings. Review, coordinate, process and respond.

RFI/RFQs: All equipment and hardware supplied by the Contractor must be reviewed approved by the City, the Engineer, or designated personnel (local agency as required) for review and approval prior to ordering. ADVANTEC will review and respond to all shop drawings, RFIs, RFQs, diagrams, illustrations, performance charts, brochures, product sheets, and other data which are prepared by the Contractor for review and approval, and submit for review by the City, the Engineer, and designated personnel.

Deliverables Task 8: Bidding Assistance, Attend pre-bid meeting, Matrix of response to RFC's, and Addendums (Up to 2). | Construction Support | Response to RFI/RFQs

Task 9 – Project Close Out – “Implementation” of new signal timing in the local controllers including fine tuning, system integration support, Completion of Before/After Study.

Task 9.1 – Implementation of Recommended Signal Timing - Upon approval of the optimized signal timings by City and LA County staff, ADVANTEC will prepare timing charts for each intersection on the project corridor showing the implementation-ready timing parameters, including approved basic timing, phase sequence, coordination patterns, action plans, day plans, schedule plans, and time of day functions. ADVANTEC will implement new signal timings

either through the central traffic signal system/ATMS or direct implementation at the intersection controller units. Updated timing sheets containing the most current controller timing will be placed within the controller assembly and time/date stamped and signed by our Traffic Engineer.

ADVANTEC will ascertain that all traffic signal controllers are programmed to reference the same time synchronized time source and that reference for all cycle length calculation is 12:00 AM (midnight).

ADVANTEC will fine-tune timings in the field and record all changes. Fine-tuning will be conducted during times and days that are representative of the times and days for which coordination plans were developed. ADVANTEC will utilize Tru-Traffic software on a mobile device and use the floating car method to fine-tune the corridor operation and verify integrity of system intersection clocks.

ADVANTEC will work with ATMS vendor to set up ATSPM data and metrics to supplement the fine-tuning efforts. We will collect detailed notes of all implementation and fine-tuning activities to include in the Project Report

Task 9.2 – System Acceptance - Project Close-out - Inline with the System Integration and ATP plan listed in Task 7.3, the ADVANTEC Team will assist the City with confirming all the ITS elements are online and 100% communicating with the ATMS before project acceptance.

Training and Warranty Period - Prior to system acceptance and the beginning of the warranty period, ADVANTEC will schedule the selected vendor(s) for multiple training sessions for City staff to get familiar with the new system and functionality. Typically, at a minimum two (2) training sessions will be scheduled, with an option for a third.

Record Drawings - ADVANTEC will prepare Record Drawings based on “markups” provided by the Contractor and project inspector.

Task 9.3 – Perform After Study - ADVANTEC will conduct Travel time studies to measure the effectiveness of the project improvements and timing plans. We will conduct a set of travel time studies to measure the traffic conditions prior to the development and implementation of new timing plans.

Travel-time data and video will be collected using the floating car method, and a mobile device with GPS receiver and Tru-traffic software. ADVANTEC will conduct up to seven (7) runs in each direction for each of the weekday timing plan (AM, mid-day, PM) and a weekend (likely Saturday mid-day), representative of the times and days for which synchronization plans were developed. Measures of Effectiveness (MOE) will include, travel time, average speed, number of stops per mile, number of intersections traversed on green vs. stopped by red (Greens per Red), Corridor Synchronization Performance Index (CSPI), fuel consumption reduction, pollution reduction, and other pertinent items.

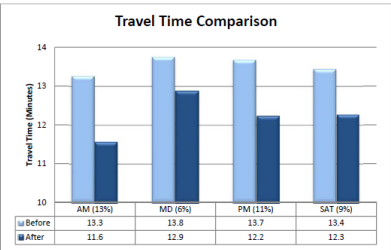
Following the implementation of all system and timing enhancements, and with City approval, ADVANTEC will schedule “After” travel time studies to measure the effectiveness of the project.

ADVANTEC will conduct an “After” study representative of the times and days for which synchronization plans were developed. The “After” study will be conducted in the same manner and contain the same MOE’s as the “Before” study in order to evaluate the improvements of the synchronization plans.

ADVANTEC will prepare a memorandum comparing the results of the “Before” and “After” field study with reference to the specific MOE’s. The report will include data on total project cost along with a one-year and three-year projection on benefit to cost.

Greenhouse Gases (GHG) emissions calculations will be performed and incorporated into the memorandum and Final Report. ADVANTEC will be available to present the results of “After” to City staff.

BEFORE/AFTER SYNCHRONIZED VIDEO - ADVANTEC will record videos of each Before and After travel time run for all four time periods and made available to the cities. We will prepare synchronized videos of “Before” and “After” runs for AM peak and PM peak using representative runs (average results). The videos will be synchronized and show side by side the “Before” and “After” runs and will include a diagram/map showing the location of the study vehicle also synchronized with the videos (an example is shown on the right)

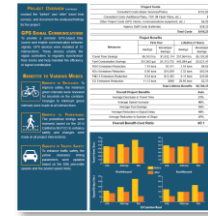


AFTER:	AM Peak		Midday Peak		PM Peak		Saturday Peak	
	NB	SB	NB	SB	NB	SB	NB	SB
Parameters	Value	Value	Value	Value	Value	Value	Value	Value
Avg Speed (mph)	33.2	33.8	28.3	31.5	31.1	32.8	30.7	32.4
No. Greens/No. Reds	5.5	4.8	3.5	4.8	5	3.9	4	3.8
No. Stops/Mile	0.7	0.8	1	0.8	0.7	0.9	0.9	0.9
CSPI Score	107.7	106.1	85.2	102.7	104.4	96.8	94.3	95
CSPI Tier	I	I	I	I	I	I	I	I



“Before” and “After” Study Project Report ADVANTEC will prepare a “Before” and “After” Study Project Report containing an executive summary, and include complete documentation of the project tasks, such as:

- Project scope, objectives, locations, findings, and recommendations
- Data collected: counts, travel time studies, and project benefits achieved in terms of fuel savings, travel time, and other measurable parameters
- For each intersection: lane configurations, signal phasing, turning movement data, and cycle lengths for existing and proposed timings for all peak periods
- All work performed for system construction and signal timing optimization
- Implementation schedule and improvements accomplished, including dates
- Procedures for continuing maintenance, surveillance, and evaluation of the coordinated signal system



The report will document all planned and programmed improvements on the study corridor as well as recommendations for further infrastructure improvements that would likely improve the corridor signal coordination project results. The report will provide recommendations with cost and benefit estimates for future improvements to traffic signal infrastructure (signal controllers, vehicle detection, communications, etc.), intersection capacity (appropriate signal phasing, lane geometrics, and alleviation of physical bottlenecks that curtail arterial capacity), and traffic management strategies. ADVANTEC will update the Project Report per City comments and submit a final version with all appendices in electronic and hard copies.

Deliverables Task 9: Implementation of new timing at local controllers | System integration | Before/After Study Project Report

Task 10 – Project Management for entire tasks for the project - Project Management activities will be provided throughout the duration of the project, including the two-year time period allocated for monitoring and maintaining the system after construction of improvements, development and implementation of the coordination signal timing plans. This task includes day-to-day project management, such as meetings, progress reports, tracking of schedules, invoicing, and overall administration of the project. ADVANTEC will act as an extension of City staff at meetings with the City’s project management team. ADVANTEC will prepare a detailed budget and schedule for all tasks, providing specific project milestones for review and approval by the City. We will include expected meetings, product submittal dates, critical path items, and a detailed flow chart for the project tasks.

ADVANTEC will lead a Project Kick-Off Meetings with City staff and all stakeholders. The meeting will be used to discuss the Scope of Work, project schedule, and budget; coordination with other agencies, and gather available information. ADVANTEC will discuss specific data collection needs, Traffic Signal Timing Optimization software, and construction considerations and required/optional procurement methodologies. Administrative items will include invoicing and reporting of monthly expenses.

ADVANTEC will lead monthly project meetings with City staff and stakeholders, to ensure that proper input is being received and included in the work effort. ADVANTEC will prepare agendas, discuss the progress and direction of the work, and prepare meeting notes. ADVANTEC will submit monthly invoices, including a progress report, third-party invoices, schedule, and other documentation as requested by City. ADVANTEC will keep a running record of project cost and scope changes and/or any deviations from awarded contract. **ADVANTEC will operate and maintain a file-sharing portal to be used for project correspondence, file transfer, and schedule management.** ADVANTEC will assist the City to prepare, coordinate, and submit all necessary reporting and close-out documentation in compliance with METRO requirements on behalf of the City.

Deliverables Task 10: Project Management and Administration Meetings - kick-off meeting attendance, and seven (7) virtual PDT meetings. | Monthly progress reports, project schedule updates, meeting agendas, meeting minutes, and action item matrices.



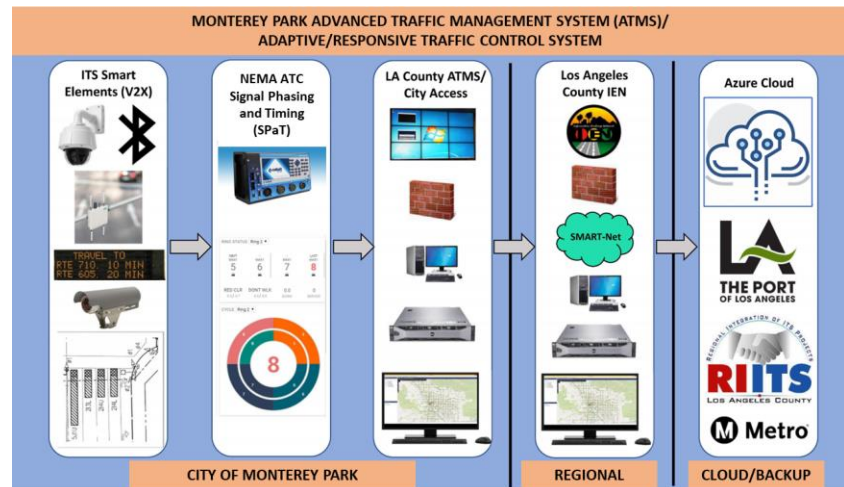
PART I - SECTION 5: METHODOLOGY

5.1 Our Methodology and Project Approach

Based on our understanding of the key project elements, ADVANTEC's methodology and project approach will ensure successful delivery of the professional services for of the City's Adaptive Traffic/Traffic Responsive Control System Project, **Phase 1 and Phase 2**.

Overall, **Phase 1** of the project is an important step to address current legacy transportation technologies and provide a path for the City to plan, evaluate, and integrate state-of-the-art and secured ITS / Smart Mobility technologies, and secured

Ethernet communication system to provide real-time data and video for multi-modal mobility enhancement, safety, and improve the quality of life in the city. As part of **Phase 1** documentation, multiple "Open Architecture" ITS technologies shall be considered, including:



✓ 10G Fiber Optic Communications	✓ Freight Signal Priority	✓ Dynamic Message Signs (DMS)
✓ 2070 Advanced Transportation Controllers (ATC)	✓ Center-to-Center (C2C) integration	✓ Adaptive Traffic Control System (ATCS)
✓ Advanced Traffic Management System (ATMS)	✓ HD IP CCTV cameras	✓ Connected Vehicle applications (C-V2X)
✓ Video Management System (VMS)	✓ 10G Core/HUB Cabinet upgrades	✓ Video Detection System (VDS) upgrades to facilitate high-resolution data
✓ Transit, bicyclists, and pedestrian technologies	✓ Cloud-based Platforms (Data/Storage)	✓ Performance Measurement Applications
	✓ Bluetooth/Wi-Fi Arterial Management System (AMS)	

An in-depth **Technology Assessment Report** provided by ADVANTEC will help further define which technologies are suitable for the city to begin replacing legacy technologies. Essentially, the **Technology Assessment Report** will act as a playbook for the city when selecting what specialized ITS equipment to use for the available funds under the current grant for **Phase 2** of the project (PS&E, equipment procurement, implementation, system integration, and project close-out documentation) and for future funding opportunities as the City expands their system.

The goal by ADVANTEC is to provide a roadmap for the City with a clear vision on near-term improvements as funds allow for implementation **Phase 2** of the project. Overall, this vision will be clearly demonstrated within **Phase 1** documentation along with alternatives and cost analyses. Without losing foresight into the future, we will work not only to provide a roadmap for current near-term improvements, but also future improvements. **ADVANTEC** has a thorough understanding and a proven process to successfully deliver the project improvements that provides the City of Monterey Park with the tools to meet their project goals, which includes looking outside the box by identifying other potential improvement opportunities and services that goes beyond meeting the needs this project and that can be applied to future projects.

The City of Monterey Park's **Phase 1 project preliminary engineering and documentation reports** will evaluate the City's existing and recommend future traffic signal, signal communication, and ITS field elements infrastructure needs. It will serve as guidelines for the development, design, and deployment of the City's Advanced Traffic Management System (ATMS), Adaptive Traffic Control System (ATCS), and Traffic Responsive Systems. The overall **project preliminary engineering and documentation reports will be set up in a comprehensive "Project Traffic Signal and Communications Plan"** that will be developed on a performance-based, customer-focused approach to satisfy the capacity desired, and will identify and deploy the most cost-effective and maintainable ITS infrastructure



that will meet local and regional needs. The City of Monterey Park needs a consistent and coherent approach for their **Phase 1 documentation** that allows it to establish a sustainable system. The Phase 1 documentation will specify the methodology, analysis, and recommendation of the City's communication network, state-of-the-art advanced traffic signal controllers and ITS technologies, secured communication network, and ATMS including evaluation of Adaptive Traffic Control System (ATCS), Traffic Responsive Systems including hardware/software upgrades, and connectivity to the LA County IEN including an alternatives analysis with engineering construction cost estimates. It is anticipated that the following sections will be included in the City's Project Traffic Signal and Communications Plan Report:

- ▶ **Executive Summary** | This section will provide an overview of the Phase 1 documentation in a comprehensive format.
- ▶ **Introduction** | This section will summarize the purpose of the Project Traffic Signal and Communications Plan including the City's vision, goals, and objectives of the City's ATMS and ATCS.
- ▶ **Existing Operations Assessment Report** | This will be prepared per the RFP and SOW
- ▶ **Analysis of Current Operations and Maintenance/Needs Assessment** | This will be prepared per the RFP and SOW
- ▶ **Development of System Engineering Management Plan (SEMP)** | This will be provided as an **"added value"** to ensure all users needs and recommended technologies will communicate via an open platform. ADVANTEC will develop a System Engineering Management Plan (SEMP) that will serve as guidelines for the development, design, and deployment of the City's ATMS and ATCS including the methodology for the implementation of the City's traffic signal system and communication to the City's TMC. Prior to the preparation of the SEM, ADVANTEC will discuss with City staff the goals and objectives of the SEM. It should be noted that the simplest ITS projects may not need a SEM; an Intelligent Transportation System Master Plan may be sufficient. Among the project complexities that make preparation of a SEM desirable are: In our experience of the system's owner's project team in the systems engineering tasks/processes:

- A larger number of stakeholders and the degree of their involvement in the various systems engineering processes and tasks
- The need to use "Open Architecture" software applications
- A project where the solution is not well understood and is not generally obvious

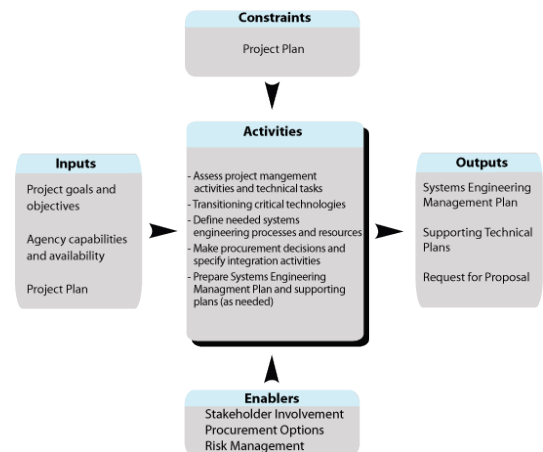
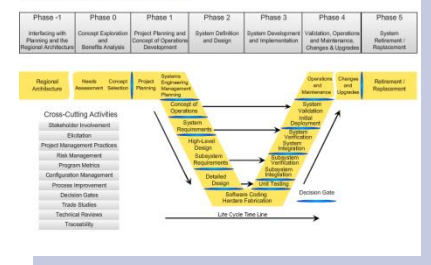
The SEM will establish a high-level description of the systems engineering effort needed for development. The SEM will identify what items are to be developed, delivered, integrated, installed, verified, and supported. It will identify when these tasks will be implemented, agency responsibility, and how the products will be accepted and managed. Finally, it will define the technical processes to be used to produce each of the project's products. ADVANTEC will work with City staff to define the scope for work items that will be provided in regard to network design, construction, test, and acceptance. The SEM will prepare based on the guidelines and requirements developed by the Federal Highway Administration.

A Technical Report will be provided to the City of Monterey Park summarizing findings and identifying the SEM. Graphics, photos, and field notes will be included.

- ▶ **Concept of Operations Document** | This will be prepared per the RFP and SOW
- ▶ **Recommended Traffic Controls and Equipment** | This will be prepared per the RFP and SOW
 - This will include design alternatives and cost analysis to ensure that we stay within the allocated funds for this project

Process View

View process information through the Vee Diagram.





- ▶ **Detailed Communication Plan Document** | This will be prepared per the RFP and SOW
- ▶ **Signal System Implementation Plan** | This will be prepared per the RFP and SOW
- ▶ **Traffic Signal Operations and Maintenance Plan** | This will be prepared per the RFP and SOW

The Project Traffic Signal and Communications Plan will be prepared in accordance with the RFP and in compliance with national, state, regional requirements, and industry best practices such as those provided in the Southern California Association of Governments ITS Regional Architecture, Los Angeles County Regional ITS Architecture, Metro Funding Requirements, and the County of Los Angeles Information Exchange Network (IEN).

CONDUCT ITS TECHNOLOGY ASSESSMENT | ADVANTEC will provide a **technology assessment** to select and implement the “Open Architecture” technologies (hardware and software) for new ITS field elements and Ethernet communication systems. The technology assessment will include various ITS technologies that are currently available on the market. This includes identifying stakeholder needs, system requirements, preparing a list of available systems, a description of each system, and a comparison analysis of each system’s assembly, functional requirements, operational requirements, hardware requirements, communication requirements, performance, reliability, output data, performance measures, ease of installation, operation, maintenance, warranty and interface with the County of Los Angeles (IEN). This will also include pros and cons, and a cost analysis. A ranking system and scoring criteria will be developed with City staff to objectively select a preferred system. For this task, ADVANTEC will use FHWA’s systems engineering process (V-Model diagram) as our approach to evaluate and select the best system for the City of Industry. The applicable components of this process is a blend of the topics shown on [Figure 5.1](#), with our primary focus on the system requirements, high level design and component level detailed design.

ADVANTEC’s Systems Engineering approach meets the requirements of FHWA and justifies the selection of the preferred system

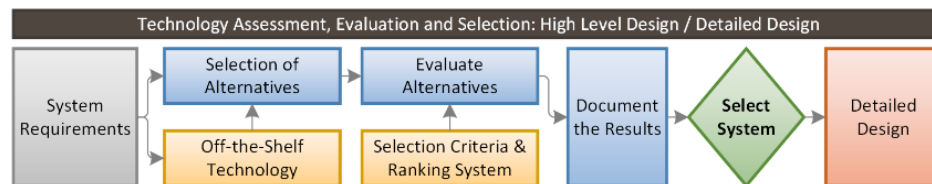


Figure 5.1
ITS Technology Assessment, Evaluation and Selection Process

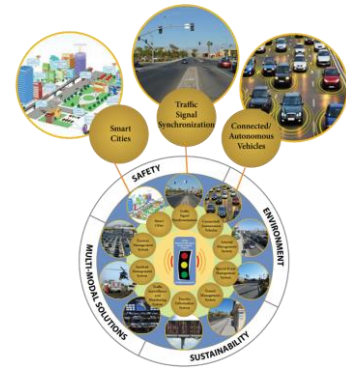
We will identify the City’s needs at the onset of this task. This will be used to define the system requirements that meets the City’s needs. ADVANTEC will use this information to develop and prepare the following system requirements and performance specifications: system boundaries with interfacing systems; general system description, including capabilities, modes, and users, as applicable; external interface requirements for interfacing systems and people; functional requirements and associated performance requirements; environmental requirements; life-cycle process requirements supporting development, qualification (e.g., testing, verification, validation, and acceptance), production, deployment, transition, operations and maintenance, change and upgrade, and retirement/replacement, as applicable; reliability and availability; expandability; staffing, human factors, safety, and security requirements; and physical constraints (such as weight and form factors). Once our system requirements and performance specifications are determined, they will be used as our baseline to select the candidate systems for evaluation. The flow chart shown on this page illustrates our process for the evaluation and selection of recommended ITS technologies and move towards the final step (e.g. detailed design).



DEVELOPMENT OF CITY TRANSPORTATION SYSTEMS MANAGEMENT AND OPERATIONS (TSMO)

STEERING COMMITTEE | A key element of the ITS planning process is the extensive involvement and participation of project stakeholders. Under this task, ADVANTEC will establish and coordinate an internal City Transportation Systems Management and Operations (TSMO) Steering Committee. The purpose of the committee will be to provide complete understanding of ITS applications among internal City's departments and other local stakeholders. It is anticipated that the ITS Steering Committee will:

- ▶ Establish vision, goals, and objectives of the Phase 1 and Phase 2
- ▶ Share information on ITS purpose, benefits, and opportunities
- ▶ Identify current and foreseeable problems that can be addressed through ITS
- ▶ Provide dialogue regarding transportation and development institutional restrictions and obligations
- ▶ Recommend strategies through ITS solutions; Provide benefit/cost ratios, impacts on current and future staffing, construction precedence, and other relevant issues; Discuss operations and maintenance of ITS elements



It is anticipated that staff from the City's Public Works Department, Traffic Signal Operations Department, Public Utilities Department, and Information Technology Division will participate on the TSMO Committee. In addition, staff from the County's Sheriff and Fire Department, Transit Department, Los Angeles County, and private transportation providers can be invited to participate. All stakeholders should be involved in the process in order to provide them with a thorough understanding of the purpose, benefits, and opportunities of ITS technology. Each stakeholder will be provided with the opportunity to participate in the development of the Project Traffic Signal and Communications Plan. They will be allowed to provide input on issues, prioritizing possible solutions and their feasibility based on needs, available technology, and funding opportunities. This section will address current and future ITS needs using proven and available technology. It is anticipated that under this task, the following will be conducted:

- ▶ Review of current ITS technologies
- ▶ Development of recommendations incorporating flexibility to adopt and migrate to future technologies

The assessment of ITS needs and opportunities will be based on national and regional ITS architecture with input from members of the TSMO Committee. This section will discuss the City's ITS needs including the integration of new and existing ITS components. The following items will be discussed under this section.

- ▶ Communication architecture; Communication options including DSL, fiber-optics, wireless
- ▶ Internet Protocol (IP) based ATMS; Existing/future CCTV systems needs; Existing/future CMS systems needs
- ▶ Existing/future other ITS field elements needs;
- ▶ Proposed Advanced Traffic Management System (ATMS); Proposed Adaptive Traffic Control System (ATCS) Next generation of Advanced Traffic Signal Controllers
- ▶ Hardware/software needs at the communication hubs; Hardware/software needs at the City's TMC
- ▶ Connectivity options with regional stakeholders (IT Department, County's Sheriff and Fire Department, County of Los Angeles, Caltrans, etc.)

Phase 2 consists of a preparing project plans, specifications, and estimates (PS&E) based on the approved improvements from Phase 1 including equipment procurement, environmental documentation and clearance, bid and construction support, system integration support, and final project report including a "before and after study" comparison analysis. We adhere to the project requirement, and take no exceptions to the SOW in the RFP.



PART I - SECTION 6: PROJECT MANAGEMENT

6.1 Project Management Structure and Organization

ADVANTEC's proposed project team is committed to providing responsive service to the City of Monterey Park. Our Project Director, Mr. Carlos Ortiz PE, TE, PTOE, and our Project Manager, Mr. John Dorado, PE and our Task Leaders are intended to serve in their respective roles throughout the duration of the agreement. **Figure 7.1 under Section 7** illustrates our project management structure, organization, and associated tasks with our project team and key personnel.

ADVANTEC has significant experience working for clients under projects with multiple tasks associated with similar ITS requirements. This is the nature of our business, and Mr. Dorado has demonstrated his ability to manage and maintain budgets and schedules working on concurrent projects. Mr. Dorado will be the primary point of contact. He will be supported by experienced California registered Civil, Electrical, and Traffic Engineers, System Engineers, and other qualified professionals capable of managing day-to-day tasks under this contract. Preparing a comprehensive scope of work that clearly identifies the various project tasks and the deliverables expected from those tasks, along with the responsibilities for each deliverable is a critical first step in the project execution process.

Development and management of a comprehensive scope of work minimizes the chances of miscommunication or misdirection among all project team members. A significant and diverse and similar contract demands a well-planned, logical, and comprehensive management plan and approach, and the availability of technical resources. ADVANTEC's management approach is based on establishment of a Project Management Plan (PMP) that will define roles and responsibilities of our management organization, define basic parameters for implementing the scope of services, describe the use of communication tools to ensure effective coordination within the entire project team, and implement various project controls and resource management techniques to ensure that each Task Team will be available during the entire duration of the contract. Clearly defining the roles and responsibilities within our top leadership structure to ensure proper assignment of tasks and individual responsibilities will be the initial element of our PMP.

Our ADVANTEC Team promotes open communications and coordination with our clients throughout the entire contract. In some ITS projects, we promote implementing an educational process to inform our clients and stakeholders the latest on the Federal and County of Los Angeles ITS Architectures, ITS Standards, Open Architecture Technologies, secured ITS Network, and next generation technologies. On multi-agency ITS projects, our team promotes the creation of a Transportation System Management and Operations Committee (TSMO) to facilitate project delivery. Members of these TSMO Committees include staff from other departments including IT, Police/Sheriff, and emergency providers.

Our management approach allows ADVANTEC to adapt to any project condition, including the need to accelerate project schedules, as may be required. Key elements of John Dorado's management approach include the following:

UNDERSTANDING CITY'S OBJECTIVES - Prior to initiating our efforts, John will work with the ADVANTEC Team to make sure that we have a thorough understanding of the City of Monterey Park objectives in order to successfully meet the project milestones. Our Project Director, Project Manager, and Task Leaders will work closely with the City of Monterey Park to identify specific goals, objectives, and critical issues.

CRITICAL PATH METHOD SCHEDULING - On a monthly basis, our Project Manager will submit an updated four-week horizon schedule reflecting planned work. Our Project Manager will promptly notify the City's Project Manager of any changes in anticipated project progress and will submit an updated detailed Project Schedule to the City. Specific critical path items or key critical decisions that may affect the project will be identified on a continual basis.



to ensure the project schedule is met. This approach also allows the City to schedule staffing for its reviews in advance and avoid any rescheduling that would delay other projects.

CRITICAL ISSUES- Every project will involve issues that require discussion and agreement between the affected parties. John works to foster a professional team relationship between all members of the Project Team. We strive to be technically accurate, objective and creative in developing consensus on project issues. The early identification, resolution and documentation of critical issues are imperative to keep the project on track and on schedule.

QUALITY ASSURANCE/QUALITY CONTROL REVIEW PROCESS - Based on our Quality Assurance / Quality Control Program and before any project deliverable is provided for review to a Client, it must initially pass our internal quality review process which consists of a series of separate reviews to ensure a product is free of mistakes before being submitted to the agency. Following review, the agency's comments are addressed, and the process is repeated. ADVANTEC's Quality Assurance process is led and orchestrated by the Project Manager with all project personnel participating directly in the process as independent reviewers. This process ensures that all project deliverables are of the highest quality and that comments from the agency have been properly addressed. The process is described in **Section 9, Project Monitoring**.



PROJECT COMMUNICATION AND DOCUMENTATION- One critical element for a quality project is to carefully document project decisions and direction, and the general project development history. Preparation of clear, concise letters, phone logs, meeting minutes and action item resolutions avoid costly re-direction during design that could also have impacts on the project schedule. John makes sure that the ADVANTEC Team prepares detailed "Response to Comment" letters and/or matrix for all milestones submittal review comments that show both the comment itself and a complete response to each comment.

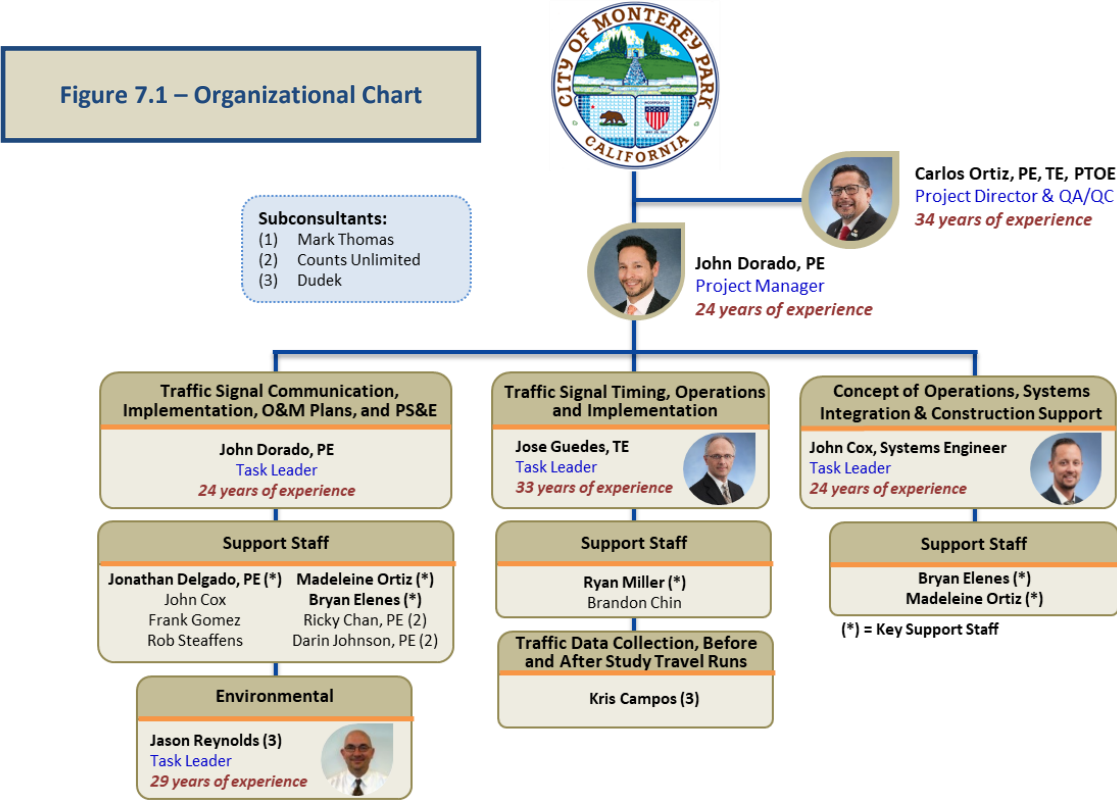
PROJECT PROGRESS AND WORKSHOP MEETINGS- On bi-weekly or monthly or as-needed basis, John Dorado will attend and chair Project Team meetings (in-person or virtual) with the City of Monterey Park and other involved agencies. Project objectives, schedule, and work progress to date will be discussed to identify and resolve critical issues promptly, address budget issues and other related items. Another effective management tool used by ADVANTEC is to conduct Design Workshops and/or focused Review Meetings with appropriate functional or management groups of the Project Team members. ADVANTEC has found that small meetings, conducted in workshop settings, encourage dialogue and creativity more easily than larger standard Project Team meetings. The ADVANTEC Team will prepare detailed, timely meeting minutes in a comprehensive format that includes action item tracking embedded within the meeting minutes. This easily allows for carrying action items from one meeting to the next meeting until a final disposition on the action item is reached. This method has been very successful on our past projects for providing clear structure to the resolution of all action items throughout the development of the project and is invaluable in re-tracing project decisions if needed.

BUDGET CONTROL- The project scope of work will serve as the basis for the development of work breakdown structure (WBS) and the project schedule. A budget expressed in hours and dollars will be established for each task and subtask in our project cost accounting system (AJERA). **Our Project Manager and ADVANTEC's Key Personnel** has real-time access to this cost data from his desktop computer enabling continuous monitoring of project costs. The WBS budget and schedule will be combined into a time phased budget to allow for measuring progress and comparing planned versus actual expenditures. Earned values will be computed for all activities and assessment of budgeted cost of work scheduled, budgeted cost of work performed, actual cost of work performed and estimates to complete will be developed. This data will be reviewed with our key personnel to allow for continuous monitoring, identify early warnings of budget or schedule issues and develop required corrective actions to mitigate any potential schedule delays. A complete Monthly Progress Report will be prepared aligned with each task and will describe work completed that period, work to be completed in the subsequent period and identification of significant schedule or cost matters that are of critical nature.

PROGRESS REPORTS- Our Project Manager will provide monthly progress reports for the duration of the project. The Progress Report will summarize all work progress and billings to date. The report will also address potential problems that may delay achieving the project milestones and recommend how to avert such problems.

PART I - SECTION 7: ASSIGNED PERSONNEL

7.1 Project Team Mobilizing appropriate staff quickly is essential to smooth performance of this important contract for the City of Monterey Park. This requires a management approach that emphasizes streamlined communication and quality control. As a partner to the City, the ADVANTEC Team will commit to the delivery of this project within time and budget. We recognize City staff has high expectations for capability and performance. Our team brings together all of the skills and expertise required to ensure satisfactory completion of all elements required for this contract. The ADVANTEC Team has impeccable experience in the planning, design, construction, operations, maintenance, and management of various multi-modal ITS projects. Our team brings together all of the skills and expertise required to ensure satisfactory completion of all elements under this contract. All staff members proposed are without long-range commitments which would interfere with the timely completion of the associated tasks. ADVANTEC has been committed to our clients’ success for many years, and our expert team will provide the appropriate project management and technical expertise as required for this project. ADVANTEC’s proposed project team is committed to providing responsive services to the City of Monterey Park. Our Project Manager, Mr. John Dorado, PE, will be the primary contact with the city during the project period. No substitution of our Project Manager will occur without written approval from City Project Manager. Our Project Management Structure and Organizational Chart, as shown on Figure 7.1, illustrates the proposed organizational structure of our project team. Our team brings together all of the skills and expertise required to ensure satisfactory completion of all elements of the RFP. Capsule resumes of our Key Personnel are provided under this section.



We recognize City of Monterey Park staff has high expectations for capability and performance. Our team brings together all of the skills and expertise required to ensure satisfactory completion of all elements required under this contract. All key staff members are committed to this contract without long-range commitments which would interfere with the timely completion of the associated tasks.

Mr. Carlos Ortiz, PE, TE, PTOE will serve as **Project Director**. Carlos has spent over two decades successfully delivering transportation, Smart Cities/Region, ITS, and traffic engineering projects for various agencies throughout southern California. For the past 8 years, **Carlos has worked with the Coachella Valley Association of Governments**

(CVAG) planning, designing, implementing the Smart Region Program that includes similar elements as indicated in the City of Monterey Park RFP. Throughout his career, he has assisted agencies with expanding their communications infrastructure, central traffic management system, and TMC upgrades. As the Project Director, Carlos will ensure that John has all personnel available to deliver the project assignments within schedule. In addition, he will manage the QA/QC process.

Mr. John Dorado, PE will serve as our **Project Manager and will be the primary contact with the City** for the duration of the Project. During his 24 years of experience, John has completed over 40 citywide ITS and signal synchronization projects involving multiple corridors, city-wide and region-wide projects. Mr. Dorado has a wide range of knowledge from various types of traffic control systems, adaptive signal systems, Ethernet communication systems, and ITS elements. He also has been involved with upgrading many citywide traffic signal systems, controllers, communication systems, and TMC's for over 30 cities in southern California. **John has successfully implemented 8 corridor projects for OCTA and local jurisdictions**, including State College Boulevard/City Drive, Fairview Road, Golden West Street, Los Alisos Boulevard, and Garden Grove Boulevard RTSSP. **John is currently the Project Manager preparing the cities of Industry, Pico Rivera, and Escondido Citywide ITS Master Plans. As the Project Manager, John will be responsible for delivering all aspects of the project, including budget, QA/QC process, and project schedule. John will coordinate and communicate all aspects of the project with the City's Project Manager.**

Mr. Jose Guedes, TE, will serve as **Task Leader for Traffic Signal Synchronization**. Mr. Guedes is currently managing the traffic signal synchronization of CVAG's Phase I Corridors (139 signalized intersections). Prior to joining our firm, Jose managed the traffic signal operations at the City of Irvine for 12 years. Since joining ADVANTEC in 2010, Mr. Guedes has successfully performed over 30 Signal Synchronization and Adaptive Traffic / Traffic Responsive Control Projects, involving over 2,200 traffic signals, and with a total value of over \$8.0 million. **Jose will be primarily responsible for evaluating the corridors to determine if they meet the needs for Adaptive Traffic/Traffic Responsive Control. In addition, Jose will be responsible for traffic signal timing and synchronization, implementation, fine-tuning, before/after studies, final report, and O&M. Under each phase of the project, Jose will be leading the following assignments.**

Mr. John Cox will serve as **Task Leader for Concept-of-Operations (ConOps), System Integration, and Construction Support**. Mr. Cox is a **Systems Engineer** with 24 years of experience in ITS technologies, Communications, Fiber Optic technologies, Closed Circuit Television, Changeable Message Signs, Wireless Broadband Ethernet, Traffic Management Center systems integration and various Advanced Traffic Management Systems. Additionally, he has extensive background in the public sector, where he designed and maintained the Traffic Management Center for the City of Costa Mesa for over 10 years. **John will be primarily responsible for assisting with various aspects of Phase I, including the preparation of the ConOps and SEMP. Under each phase of the project, John will be leading the following assignments.**

7.2 Our Key Personnel - Mobilizing appropriate staff quickly is essential to smooth performance of this important contract for the City of Monterey Park. This requires a management approach that emphasizes streamlined communication and quality control. As a partner to the City, the ADVANTEC Team will commit to the delivery of this project within time and budget. We recognize City staff has high expectations for capability and performance. Our team brings together all of the skills and expertise required to ensure satisfactory completion of all elements of this contract. The ADVANTEC Team has impeccable experience in the planning, design, construction, operations, maintenance and management of various multi-modal Traffic and ITS projects. Our team brings together all of the skills and expertise required to ensure satisfactory completion of all elements of this contract. All staff members proposed are without long-range commitments, which would interfere with the timely completion of potential tasks. **Table 7-1** summarizes key team members' resumes including their education, certifications, role and responsibilities, firm, and relevant experience. Our Task Leaders/Key Personnel are committed to serving the City of Monterey Park for the entire duration of this contract.



TABLE 7-1: Identification and Responsibilities of Key Personnel

 PROJECT DIRECTOR & QA/QC	ITS EXPERIENCE: ➤ ITS Standards ➤ Traffic signal systems Traffic signal communication systems ➤ Advanced Traffic Control (ATC) Advanced Traffic Management Systems (ATMS) ➤ Video distribution management systems (VDS) ➤ Smart Transportation Management System (STMP) ➤ Dynamic message sign systems ➤ Closed circuit television (CCTV) systems ➤ Arterial travel management systems ➤ Traffic management centers ➤ Inter-agency signal synchronization ➤ Hardwired/ Fiber Optic/Wireless Communication Systems ➤ Communication network/topology Cyber Security ➤ Connected/Automated Vehicles Smart Cities ➤ Cooperative/Partnering Agreements ➤ Community Outreach	Years of Experience: 34 Registration: Civil Engineer, CA, C057535 Traffic Engineer, CA, 2025 Civil Engineer, AZ, 34333 Professional Traffic Operations Engineer, US, 426 Education: B.S., Civil Engineering, California State Polytechnic University, Pomona Professional Affiliations: Past Board Member, ITE International Past Board Member, ITE Western District TSMO Council Member, ITE International Board Member, ITS California Partnership Chair, Southern Section Chair, ITS California
RELEVANT PROJECT EXPERIENCE		
PROJECT DIRECTOR: Carlos Ortiz, PE, TE, PTOE - The ADVANTEC Team recognizes that successful delivery of a high quality and successful contract will rely heavily on the leadership of our Project Director and our Project Manager. Mr. Carlos Ortiz, PE, TE, PTOE will serve as Project Director and possesses superior technical, management, and leadership skills. Through his current projects, Mr. Ortiz is assisting agencies to understand the Connected Vehicles and Automated Vehicles, and Smart Cities infrastructure. Carlos has been an active member and leaders of various professional organizations. These positions have offered him access to information regarding funding for advanced ITS, Connected/Automated Vehicles, and Smart Cities related projects. Carlos' proven leadership continuity on projects directly translates into ADVANTEC's ability to be responsive and to deliver a high-quality design. Quite simply, Carlos has finished every project he has initiated. It also means maintaining project momentum, quality of work product, continuity of decision-making and maintaining institutional knowledge of the project delivery process as it moves from planning inception to final design, to construction. Carlos is committed to bring the City's transportation infrastructure to the 21st century by planning, designing, and deploying smart and open architecture ITS technologies and programs while improving mobility, safety, and the quality of life in the City of Monterey Park. • Coachella Valley Association of Governments (CVAG) Regional Traffic Signal Synchronization Program – Phases I and II, Coachella Valley • West County Traffic Signal Master Plan, County of Riverside Intelligent Transportation Systems (ITS) Master Plan and PS&E, Escondido • Intelligent Transportation Systems (ITS) Master Plan, Industry Intelligent Transportation Systems (ITS) Master Plan, Pico Rivera • Southern California Regional Intelligent Transportation Systems (ITS) Architecture Update, SCAG • Los Angeles County Regional Intelligent Transportation Systems (ITS) Architecture Update, LA METRO • City of San Marcos Traffic Signal Manual Update, San Marcos; Adaptive Traffic Control System (ATCS) along Nordahl Road, San Marcos • Adaptive Traffic Control System - Systems Manager and Construction Manager, Culver City • Imperial Highway Intelligent Transportation System (ITS) Master Plan and Design Project, Norwalk		
 JOHN DORADO, PE PROJECT MANAGER	ITS EXPERIENCE: ➤ ITS and Communications Master Plans ➤ Traffic signal systems ➤ Traffic signal communication systems ➤ Advanced Traffic Control (ATC) ➤ Advanced Traffic Management Systems ➤ Video distribution management systems ➤ Smart Transportation Management System ➤ Dynamic message sign systems ➤ Closed circuit television (CCTV) systems ➤ Arterial travel management systems ➤ Traffic management centers ➤ Inter-agency signal synchronization ➤ Hardwired/Fiber Optic/Wireless Communication Systems ➤ Communication network/topology Cyber Security	Years of Experience: 24 Registration: Civil Engineer, CA, 74405 IMSA Certified Level I and Level II Education: B.S., Civil Engineering, California State University, Fullerton Professional Affiliations: Institute of Transportation Engineers (ITE), Member ITS California, Member
RELEVANT PROJECT EXPERIENCE		



PROJECT MANAGER: Mr. Dorado is a dedicated and technically skilled business professional with over 24 years of experience in the field of Intelligent Transportation Systems (ITS) engineering, planning and design, traffic engineering, and transportation planning. Mr. Dorado also has a wide range of knowledge of various traffic control systems (TCS), adaptive control systems, Ethernet communication systems, and ITS elements. He has been involved with upgrading various citywide traffic signal systems, controllers, communication systems, and traffic management centers. **Most recently, Mr. Dorado has managed and assisted with the development of CVAG's Regional Traffic Signal Synchronization and Communications Master Plan and PS&E (Phase I and II), SoCal (SCAG) and LA County Regional ITS Architecture Updates, and cities of Norwalk, Industry, Pico Rivera, and Western Riverside County ITS and Communications Master Plan. With this experience and understanding of all required tasks, and the latest technologies, Mr. Dorado will help lead the City for successful implementation of their for Phase1 - Traffic Signal Communications Plan, Traffic Signal Implementation Plan, Operations and Management Plan, and Phase 2 - Traffic Signal Improvements PS&E (Contract Bid Documents) and Construction Support.**

- CVAG Regional Traffic Signal Synchronization Program – Phases I and II, Coachella Valley, Riverside County
- Intelligent Transportation Systems (ITS) Master Plan and PS&E, Escondido | Intelligent Transportation Systems (ITS) Master Plan, Industry
- Intelligent Transportation Systems (ITS) Master Plan, Pico Rivera
- Southern California Regional Intelligent Transportation Systems (ITS) Architecture Update, SCAG
- Los Angeles County Regional Intelligent Transportation Systems (ITS) Architecture Update, LA METRO
- Imperial Highway Intelligent Transportation System (ITS) Master Plan and Design Project, Norwalk
- Pioneer Boulevard (HSIP Cycle 8) Traffic Signal, ITS, ADA, and Fiber Optic Improvements, and Traffic Signal Synchronization, Norwalk
- Countywide Communication Study, OCTA – Orange County
- Garden Grove Boulevard Traffic Signal Synchronization Design-Build, OCTA



JOHN COX
SYSTEM ENGINEER

ITS EXPERIENCE:

- Traffic signal systems
- Traffic signal communication systems
- Advanced Traffic Control (ATC)
- Advanced Traffic Management Systems (ATMS)
- Video distribution management systems (VDS)
- Smart Transportation Management System
- Closed circuit television (CCTV) systems
- Arterial travel management systems
- Traffic management centers
- Hardwired/Fiber Optic/Wireless Communication Systems
- Communication network/topology / Cyber Security

Years of Experience: 24

Registration:

IMSA Level II Technician
 IMSA Work Zone Certified

Education:

Engineering Technology
 Project Management

Professional Affiliations:

Institute of Transportation
 Engineers (ITE), Member
 ITS California. Member

RELEVANT PROJECT EXPERIENCE

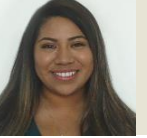
Mr. John Cox is a Systems Engineer for ADVANTEC and specializes in Intelligent Transportation Systems, Communications, Fiber Optic technologies, Closed Circuit Television, Changeable Message Signs, Wireless Broadband Ethernet, Cyber Security, Traffic Management Center systems integration and various Advanced Traffic Management System hardware/software suites. Over twenty-four years of experience in the transportation industry, John has been involved in dozens of transportation and traffic engineering projects that include both design and execution of Traffic Signal, ITS, CCTV, CMS, TMS and Fiber Optic Communications having integrated and maintained such systems in support of centralized signal control deployments. He provides his expertise building networks with high bandwidth demands, secured fiber optic/wireless communication networks, ring-topology networks, integration of regional transportation networks and cloud technologies. Mr. Cox designed and maintained the Traffic Management Center for the City of Costa Mesa for over 10 years.

- CVAG Regional Traffic Signal Synchronization Program – Phases I and II, Coachella Valley, Riverside County
- West County Traffic Signal Master Plan, County of Riverside
- Intelligent Transportation Systems (ITS) Master Plan and PS&E, Escondido | Intelligent Transportation Systems (ITS) Master Plan, Industry
- Intelligent Transportation Systems (ITS) Master Plan, Pico Rivera | ITS Phase V Project, Inglewood
- Huntington Beach - TS, ITS, and Fiber Optic Communications Projects
- Imperial Highway Intelligent Transportation System (ITS) Master Plan and Design Project, Norwalk
- Intelligent Transportation System (ITS) Master Plan and Design Project, Lancaster
- Garden Grove Boulevard Traffic Signal Synchronization Design-Build, OCTA
- Fairview Road Traffic Signal Synchronization Design-Build, Costa Mesa



 JOSE GUEDES, TE ADAPTIVE TRAFFIC/TRAFFIC RESPONSIVE CONTROL TRAFFIC SIGNAL SYNCHRONIZATION	ITS EXPERIENCE: ➤ Inter-agency signal synchronization / Signal Timing ➤ Corridor/Network Synchro Model ➤ Adaptive Control Systems ➤ Before & After Studies ➤ Traffic signal systems ➤ Traffic signal communication systems ➤ Advanced Traffic Control (ATC) ➤ Advanced Traffic Management Systems (ATMS) ➤ Hardwired/Fiber Optic/Wireless Communication Systems ➤ Communication network/topology	Years of Experience: 33 Registration: Traffic Engineer, CA Education: M.S. Transportation Engineering B.S. Civil Engineering Professional Affiliations: Institute of Transportation Engineers (ITE), Member
RELEVANT PROJECT EXPERIENCE		
Jose has over 30 years of experience in intelligent transportation systems, traffic operations and traffic engineering, including 23 years conducting and managing traffic signal synchronization and ITS projects. Jose prepared an Evaluation Study to assist the City of Lancaster in selecting an ATCS, and to analyze the cost-effectiveness of deploying an ATCS at selected corridors. Jose also developed functional specifications, Concept of Operations and System Requirements, and assisted in preparation of request for proposal for Culver City's Adaptive Traffic Control System in 2016. He has managed 10 regional signal synchronization projects for OCTA. • West County Traffic Signal Master Plan, County of Riverside CVAG Regional Traffic Signal Synchronization Program – Phases I and II, Coachella Valley, Riverside County • Adaptive Traffic Control System and Automated Performance Measures, Culver City Adaptive Traffic Control System - Systems Manager and Construction Manager, Culver City Adaptive Traffic Control System - Functional Specifications, Culver City Evaluation and Deployment of an Adaptive Traffic Control System (ATCS) along Nordahl Road, San Marco Advanced Traffic Management System, Lancaster Los Alisos Boulevard Traffic Signal Synchronization Design-Build, OCTA Garden Grove Boulevard Traffic Signal Synchronization Design-Build, OCTA On-Call Traffic Engineering and Signal Operations On-Call Services, Chino Hills Fairview Road Traffic Signal Synchronization Design-Build, Costa Mesa		

Key Support Staff: Besides our key personnel, selection of qualified local team members is a crucial towards ensuring this project's success, and we have selected a team of highly qualified and respected individuals with ITS and Communications Master Plans, ITS, Traffic Engineering, and Signal Operations experience to assist, including:

Name/ Years of Experience/ Responsibility/ Availability	Expertise & Value
 Ryan Miller Years of Experience: 11 Assignment: Support Staff for Traffic Signal Timing Position with Firm: Project Engineer Availability: 85%	■ CVAG Regional Traffic Signal Synchronization Program – Phases I and II, Coachella Valley ■ Culver City Adaptive Traffic Control System and Automated Performance Measures ■ City of Orange Katella Ave ITS Extension and TSS ■ OCTA Garden Grove Blvd Traffic Signal Synchronization (TSSP)
 Jonathan Delgado, PE Years of Experience: 10 Responsibility: Support Staff Availability: 80%	■ CVAG Regional Traffic Signal Synchronization Program – Phases I and II, Coachella Valley) ■ OCTA Los Alisos Blvd Traffic Signal Synchronization ■ City of Inglewood ITS Phase V Project ■ ITS Master Plan and PS&E, Escondido ■ ITS Master Plan, Industry ■ ITS Master Plan, Pico Rivera
 Madeleine Ortiz Years of Experience: 8 Responsibility: Support Staff Availability: 85%	■ La Habra HSIP Cycle 9 Traffic Signal Upgrades ■ City of Norwalk ITS Master Plan and Design Project ■ OCTA Garden Grove Blvd Traffic Signal Synchronization ■ City of Inglewood ITS Phase V Project



Name/ Years of Experience/ Responsibility/ Availability		Expertise & Value
	Bryan Elenes Years of Experience: 8 Responsibility: Support Staff	- CVAG Regional Traffic Signal Synchronization Program – Phases I and II, Coachella Valley - OCTA Garden Grove Blvd Traffic Signal Synchronization - City of Norwalk ITS Master Plan and Design Project - City of Inglewood ITS Phase V Project - ITS Master Plan, Industry ITS Master Plan, Pico Rivera
	Availability: 75%	

Resumes of our **Key Personnel** and **Key Support Staff** are included in the **Appendix**.

7.3 Staff Workload and Availability of Key Team Members

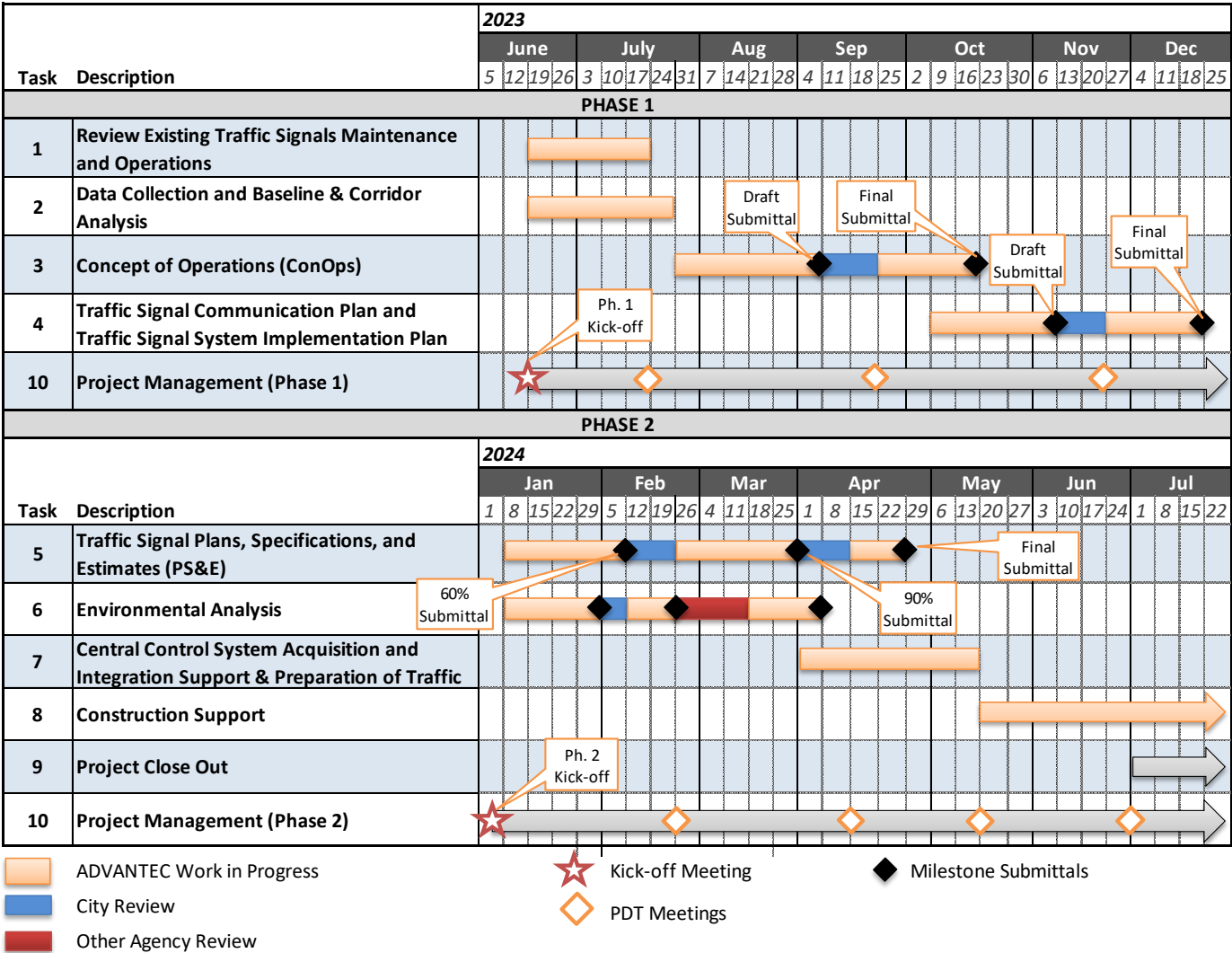
ADVANTEC understands that importance of the availability and responsiveness of the key staff. The following table shows that our key staff are available and committed during the **6-month schedule of this project for Phase 1**:

Key Staff	Availability June 2023 to December 2023	Hours Committed to this Project
Carlos Ortiz, PE, TE, PTOE Project Director and QA/QC	50%	8 hours
John Dorado PE Project Manager, Task Leader: Traffic Signal Communication, Implementation, O&M Plans, and PS&E	80%	88 hours
John Cox, Systems Engineer Task Leader: Concept of Operations, Systems Integration & Construction Support	90%	124 hours
Jose Guedes, TE Task Leader: Traffic Signal Timing, Operations, and Implementation	90%	72 hours

PART I - SECTION 8: PROJECT SCHEDULE

8.1 Project Schedule

Effective scheduling and cost control are critical activities throughout this Project. ADVANTEC has developed an innovative approach to accomplish the objectives of completing project as early as possible which will result in time and project cost savings. The ADVANTEC Team has the resources available to meet or accelerate the project deadline. The ADVANTEC Team is well versed in responding to projects that have important deadlines relative to funding constraints or public delivery commitment. The ADVANTEC Project Team will commit to delivering **Phase 1 within 6 months** and **Phase 2 within 5 months** and all associated work shown in our project schedule below.





PART I - SECTION 9: PROJECT MONITORING

9.1 Quality Assurance (QA) / Quality Control (QC) Plan

ADVANTEC has a strict Quality Assurance (QA) / Quality Control (QC) Program that we promote and implement on every project and at all levels of each contract and task. The ADVANTEC Team's QA / QC Program is a continuous process used not just at project milestones, but also on a daily basis as work-flows from desk to desk, discipline to discipline and consultant to client. Our manager and task leaders will oversee their staff on a daily basis. We will identify key contacts for ease of inquiries regarding project status. **Mr. John Dorado will work with Mr. Carlos Ortiz, our Task Leaders, Design Team, and subconsultants with the management and implementation of our QA/QC plan.** They have served in this role for similar projects and are an expert in specification requirements such as those needed for federally funded projects. We have the ability to provide quality control of all deliverables and be responsive to any project-related issues. A sampling of these policies and procedures is identified below.

Policy	Approach
Defined roles and responsibilities of key staff	Specify individual responsibilities for each of the positions in the QA/QC organization structure; QA/QC training for all project staff holds overall team QA/QC kick off meeting to review QA/QC plan and expectations
Dissemination and retention of pertinent reference information	Establish process for flow of project documentation to key staff and document control procedures (e.g., scope of work, invoice/progress reporting, meeting minutes/action items, deliverables, etc.)
Expectations of internal/external Project Team and design interface meetings	Develop consistent meeting minutes, action item tracking, and issue resolution log format.
Expectations for regular "over the shoulder" reviews by Discipline/Task Manager	Define protocols for continuous review process during plan/document preparation to ensure multiple discipline involvement
Inter-disciplinary coordination and shared work elements	Establish weekly or biweekly design meetings (e.g., survey, roadway, stage construction). Inter-disciplinary exchange of plans prior to milestone submittals for joint review ensuring plan and work consistency
Milestone checking of calculations, reports, and plans	- Assign qualified, experienced independent review staff. - Perform checking, revisions and back checking in a coordinated manner considering standards, project scope, technical accuracy, format, presentation, and previous review comments
Constructability and biddability review	- Perform overall constructability review with experienced construction management personnel considering biddability and buildability - Cross check utility systems against underground features (e.g., storm drain, footings, etc.) - Cross check all pay items with plans, specifications, and quantity estimates
Quality Control Review Checklists	Require all design disciplines to implement pertinent checklists in the preparation of project PS&E

9.2 Quality Assurance/Quality Control Review Process

ADVANTEC's Quality Assurance process is led and orchestrated by the Project Manager with all project personnel participating directly in the process as independent reviewers. Before any project deliverable is provided for review to a client, it must initially pass our internal quality review process. This process ensures that all project deliverables are of the highest quality and that comments from the agency have been properly addressed. Following are the key elements of our Quality Assurance Program:

- Prepare detailed work plans and schedules | Establish milestones for submittals & reviews
- Provide independent peer review | Support the PM with permanent, tailored team
- Establish open communication on a regular basis between the client and Project Manager
- Hold project coordination meetings on a regular basis | Hold weekly scheduling meetings that allow for proper resource allocation and staff assignments | Review weekly financial reports to enable proper budget planning
- Incorporate design team review comments to provide a real-time quality control check



PART I - SECTION 10: CITY RESOURCES

10.1 City Resources

ADVANTEC's Key Personnel have worked on similar ITS and Adaptive Traffic Control Projects and Programs for over twenty years and we bring our expertise and latest ITS knowledge to deliver the City of Monterey Park Project within budget, on-time and without additional City's personnel needs. ADVANTEC will work as an extension of staff to the City of Monterey Park. Our goal is to minimize the City's time for review and approvals by implementing the following steps:

1. Coordinating weekly or bi-weekly with the City's Project Manager virtually or in-person.
2. Meet in person at the project locations to discuss potential constraints and issues.
3. Invite ITS technology manufacturers to provide an overview of their technologies and provide a technology assessment, evaluation, and recommendation.
4. ADVANTEC will promote evaluation of an Adaptive Traffic Control System and ITS Technologies based on current industry standards, open architecture, and City's needs.
5. ADVANTEC will provide ITS solutions, technology recommendations, and system integration solutions to the County's next generation of their Information Exchange Network (IEN) and Regional Communication System to avoid future integration constraints of ITS technology.
6. ADVANTEC is proud of promoting an Open Architecture Approach that includes commercially-off-the-shelves (COTS) technologies and ITS technologies that have been deployed in a similar scenario without paying for research and development fees, and implementation of Beta Test Sites as part of this project.
7. ADVANTEC will provide ITS System Management, Maintenance, and Operations recommendations, solutions, and annual cost for the City of Monterey Park to allocate an annual budget for system management, operations, maintenance, and upgrade/replacement of their ITS technologies and program.
8. We promote holding bi-weekly check-in meetings (approx. 15-30 minutes) to ensure the project is on track, discuss concerns and solutions, upcoming deliverables, and outstanding action items. This involvement has proven to reduce unforeseen items to occur, ensure that the City's project manager is informed, and reduce review times for deliverables.
9. We will prepare all agendas, meeting minutes, and follow up with action items, that clearly delineate actions required by us, City staff, other agencies, and technology providers.
10. If there are other items, such as record research, we will assign our staff to pull the appropriate as-builts or record drawings.
11. As part of the Phase II Tasks of this contract, ADVANTEC will prepare Utility Coordination and Notification Letters for City's submittal to all utilities within the project limits. This will minimize costs and will help expedite their project coordination and approvals.
12. Due to the rapid increases of construction cost, labor cost, and supply and demand needs, ADVANTEC will provide Value Analysis and Quantity/Engineering Cost Analysis at each submittal to ensure Phase I recommendations can be integrated under Phase II of the contract, and the City will deliver the project under approved/allocated budget.
13. During Phase II, ADVANTEC will bring innovative solutions, including Alternate Bids, to evaluate Contractors' proposed bids.
14. For all deliverables, ADVANTEC will implement our quality control procedures prior to each submittal to reduce review times from City Staff.
15. ADVANTEC will provide all monthly invoices based on the City's requirements and format to minimize the City's comments and rejections and facilitate monthly invoice approvals.

PART I - SECTION 11: SUBCONTRACTORS

11.1 Subconsultant Profile

We bring outstanding professional firms to support us on the City of Monterey Park very important project. We have worked with our subconsultants on similar ITS projects throughout Southern California. Additional references can be provided if requested by the City of Monterey Park.



Counts Unlimited, Inc. specializes in traffic data collection, and has been serving Southern California for the past 30 years. Headquartered in Riverside, CA, with an experienced full-time staff of 15 employees, and a support staff of 25 employees, Counts Unlimited has teamed with ADVANTEC's staff for the last 12 years, providing traffic counts and travel time study data. The most recent projects include Garden Grove Boulevard Regional Traffic Signal Synchronization Program (RTSSP), Los Alisos Boulevard Route RTSSP, OCTA's 2017 Corridor Operational Performance Report, Irvine Boulevard RTSSP, Fairview Road TSSP, and the City of Lancaster Citywide Retiming and Coordination. For Lancaster, Counts Unlimited was responsible for conducting travel time runs for 16 corridors, during morning, Midday, afternoon, and Saturday timing plan

schedules. **Counts Unlimited is currently supporting ADVANTEC on multiple Signal Timing and Synchronization Projects including our CVAG Smart Region Program.**

DUDEK Dudek is a California-based environmental firm with 12 offices and over 400 employees. Dudek has one of California’s largest, most experienced teams for California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) document preparation. In Dudek’s 36-year history, their **environmental planners** have prepared and processed more than 2,400 CEQA/NEPA documents for a variety of large and small development, restoration, and conservation projects throughout the State. Combining comprehensive analysis and evidence-based findings, Dudek provides legally defensible documents that are supported by substantial evidence, none of which have ever been successfully challenged in court. Dudek’s environmental experts work collaboratively with clients; local, regional, state, and federal agencies; and the public to clearly define project objectives, address concerns, and outline appropriate processes. **Dudek applies practical CEQA/NEPA knowledge to comply with current laws and regulations,** and help clients creatively solve regulatory challenges within financial and scheduling constraints. **Dudek is currently supporting ADVANTEC on the City of Norwalk HSIP Cycle 9 Pioneer Boulevard Traffic Signal Improvements Project.**

MARK THOMAS Mark Thomas provides civil and structures engineering, surveying, landscape architecture, planning & urban design, construction management, and grant writing services to clients throughout California. Since the company's founding in 1927, they have focused on providing excellent client service and delivering projects with a tailored approach to meet our clients’ goals. Their reputation is realized through more than 320 team members in offices that are strategically located to support the communities in which they live. Originating in San Jose (corporate headquarters), they have grown to establish additional offices in Carmel, Cupertino, Fresno, Inland Empire, Irvine, Lakewood, Oakland, Roseville, Sacramento, and Walnut Creek. **Mark Thomas is currently supporting ADVANTEC on the City of Cathedral City HSIP Cycle 9 Traffic Signal Improvements Project.**

11.2 Subconsultants’ Scope of Work

Counts Unlimited will be assisting with the **collection of daily 24-hour traffic counts, and morning, mi-day, and afternoon intersection peak-period turning movement counts** for all intersections that are part of the three mobility corridors.

Dudek will be supporting the ADVANTEC team on the **environmental analysis under Phase 2** of the project. Dudek will provide environmental project management, Caltrans PES form, NEPA Categorical Exclusion (CatEx), and CEQA Categorical Exemption.

Mark Thomas will be supporting ADVANTEC on the **review of existing traffic signal equipment under Phase I and development of the traffic signal communication plans tasks under Phase 2** for the project intersections along Garvey Avenue.

For our detailed scope of work, refer to **Section 4: Work Program.**

11.3 Time Commitment of Team Members

Our subconsultants understand the importance of the availability and responsiveness of key staff. The following table shows that our key staff are available and committed during the **6-month schedule for Phase 1 of this project:**

Staff	Subconsultant	Hours Committed to Phase I Tasks Only
Ricky Chan, PE, TE, PTOE / Technical Lead	Mark Thomas	48 hours
Design Engineer I and II	Mark Thomas	80 hours
Design Engineer I and II	Mark Thomas	96 hours

Resumes for our Subconsultants are provided in the **Appendix.**

11.5 Project Schedule

Please refer to **Section 8 – Schedule** of the proposal for an overall project schedule including our Subconsultant Team Services.



PART I - SECTION 12: CONTRACTOR CAPABILITY AND REFERENCES

12.1 OUR EXPERIENCE AND TECHNICAL COMPETENCE

We have prepared the following matrix outlining **similar ITS Design and Adaptive Traffic/Traffic Responsive Control System project experience** on current projects and recently completed projects and their associated elements of work. The ADVANTEC Team has worked on similar ITS and traffic engineering projects that includes installation of Accessible Pedestrian Signal (APS) systems, upgrade or replacement of traffic signal equipment, legacy traffic signal and signal communication systems with state-of-the art traffic signal hardware, software, Ethernet communication systems with redundancy network systems; and other Intelligent Transportation Systems (ITS) including loop/video/radar detection systems, closed circuit television (CCTV) systems, Wi Fi/Bluetooth arterial management systems, changeable message signs (CMS), and adaptive signal control systems.

PROVEN EXPERIENCE FOR EVERY MAJOR PROJECT ELEMENT	ITS / SMART REGION MASTER PLAN & ARCHITECTURE MASTER PLAN	PHASED IMPLEMENTATION AND ALTERNATIVES COST ANALYSIS	TECHNOLOGY EVALUATION / ASSESSMENT	ADAPTIVE TRAFFIC CONTROL ASSESSMENT / IMPLEMENTATION	ETHERNET FIBER OPTIC & WIRELESS TECHNOLOGIES	ADVANCED TRANSPORTATION CONTROLLERS (ATC)	ADVANCED TRAFFIC MANAGEMENT SYSTEMS (ATMS)	TRAFFIC MANAGEMENT CENTERS (TMC)	EQUIPMENT PROCUREMENT	SYSTEM INTEGRATION SUPPORT	TRAFFIC SIGNAL SYNCHRONIZATION	CONSTRUCTION AND BID SUPPORT
Coachella Valley Association of Governments Phase I Smart Region Project Status: Completed October 2020; Under Construction	✓	✓	✓		✓	✓	✓	✓		✓	✓	✓
Coachella Valley Association of Governments Phase II Regionwide Traffic Signal Synchronization and Smart Region. Project Status: Estimated Start of Construction 12/2022	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓
County of Riverside Countywide ITS Master Plan. Project Status: On-going	✓		✓	✓	✓	✓	✓	✓			✓	
Southern California Association of Governments (SCAG) 6 Counties ITS Architecture Update (Sub-consultant). Project Status: Completed 2019	✓		✓		✓	✓	✓	✓				
City of Norwalk Citywide ITS Master Plan ITS Design, Traffic Signals Upgrade. Project Status: On-going	✓		✓		✓	✓	✓	✓		✓	✓	✓
City of Culver City Adaptive Control System. Project Status: Completed 2020	✓		✓	✓	✓	✓	✓	✓		✓	✓	
City of Lancaster Adaptive Control System Technology Assessment. Project Status: Completed 2019	✓		✓	✓	✓	✓	✓	✓		✓	✓	
City of Industry ITS Master Plan. Project Status: On Going	✓	✓	✓		✓	✓	✓	✓		✓		
City of Escondido Citywide ITS Master Plan. Project Status: On Going	✓	✓	✓		✓	✓	✓	✓		✓		
County of Riverside Various Corridors Traffic Signal Timing / Synchronization. Project Status: On Going											✓	
City of Pico Rivera Citywide ITS Master Plan. Project Status: On Going	✓	✓	✓		✓	✓	✓	✓		✓		



PROVEN EXPERIENCE FOR EVERY MAJOR PROJECT ELEMENT	ITS / SMART REGION MASTER PLAN & ARCHITECTURE MASTER PLAN	PHASED IMPLEMENTATION AND ALTERNATIVES COST ANALYSIS	TECHNOLOGY EVALUATION / ASSESSMENT	ADAPTIVE TRAFFIC CONTROL ASSESSMENT / IMPLEMENTATION	ETHERNET FIBER OPTIC & WIRELESS TECHNOLOGIES	ADVANCED TRANSPORTATION CONTROLLERS (ATC)	ADVANCED TRAFFIC MANAGEMENT SYSTEMS (ATMS)	TRAFFIC MANAGEMENT CENTERS (TMC)	EQUIPMENT PROCUREMENT	SYSTEM INTEGRATION SUPPORT	TRAFFIC SIGNAL SYNCHRONIZATION	CONSTRUCTION AND BID SUPPORT
City of La Quinta Citywide ITS HSIP Cycle 8 . Project Status: Completed 2019			✓		✓	✓	✓	✓		✓	✓	✓
City of Carson HSIP Cycle 9 Traffic Signal Improvements. Project Status: On Going			✓		✓	✓	✓	✓			✓	✓
City of La Habra HSIP Cycle 9 Traffic Signal Improvements. Project Status: Under Construction			✓		✓	✓	✓	✓				✓
City of Inglewood ITS Phase V – Traffic Signals and Fiber Optic Communication Improvements Project Status: Under Construction		✓			✓	✓	✓	✓		✓	✓	✓
OCTA/Garden Grove Garden Grove Blvd RTSSP Project Status: O&M					✓	✓	✓	✓	✓	✓	✓	✓
City of San Marcos Adaptive Traffic Signal Control System Evaluation and Implementation Project Status: On Going		✓	✓	✓	✓				✓	✓	✓	✓

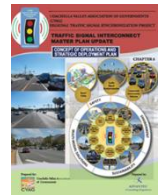
12.3 OUR REFERENCE PROJECTS

The ADVANTEC Team has worked on similar “**Adaptive Traffic/Traffic Responsive Control System,**” Traffic Engineering, ITS projects, and Regional Smart Mobility Programs throughout southern California. Some of our related referenced projects are described under this section.

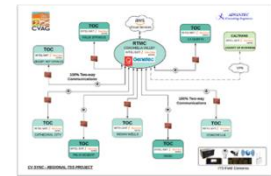
1	SMART REGION PROGRAM, COACHELLA VALLEY ASSOCIATION OF GOVERNMENTS (CVAG) PHASE I AND PHASE II, RIVERSIDE COUNTY, CA		
Firm: ADVANTEC Consulting Engineers Owner: Coachella Valley Association of Governments (CVAG) Owner's Project Manager: Mr. Eric Cowle, Project Manager 760-346-1127; ecowle@cvag.org Project Type: Smart Cities/Regional Program, Smart Corridors, Smart Intersections, Broadband, Systems Engineering, ICM; CAV, IoT, Cloud Services Started: 2016; Planning & Design Completed – Phase I -2020; Phase II - 2022 Contract Amount: Phase I - \$4.1 Million and Phase II - \$6.4 million Project Cost: Phase I - \$21 Million and Phase II - \$86 Million		✓ Environmental Approval – CEQA/NEPA Documentation ✓ Grant Applications ✓ Project Development – ITS/Smart Region Master Plan ✓ Network / Region Architecture ✓ Priority Corridors ✓ Technology Assessment ✓ Systems Engineering ✓ Fiber Optic / Wireless Communications ✓ Secured Ethernet Communication Network ✓ Advanced Traffic Controllers (ATC) ✓ Advanced Traffic Management System (ATMS) ✓ Smart Transportation Management Platform (STMP) ✓ Broadband & Digital Communications ✓ Cloud Services ✓ Software-as-a-Service (SaaS)	✓ Connected Vehicle Roadside Units (RSU) ✓ CCTV Camera System ✓ Changeable Message Signs ✓ Video Detection Systems ✓ Weather Technology ✓ Regional Traffic Management Center ✓ Traffic Operations Centers ✓ Planning & Design Services ✓ Signal Synchronization ✓ Arterial Performance Measurements ✓ Digital Traffic Data Systems ✓ Mobile Application ✓ Construction Management and Inspection ✓ Smart Mobility Data & Cloud Services ✓ Smart Region Readiness ✓ NextGen / Emerging Technologies ✓ System Management, Maintenance and Operations ✓ Cooperative Agreement ✓ Memorandum of Understanding (MOUs) ✓ 12 Agencies 25 Corridors 700 Intersections



Scope of Services: CVAG has embarked on a major effort to advance the development and implementation of Intelligent Transportation Systems Programs in the Coachella Valley with an emphasis in the development of a smart region and prepare the region for integration of current and upcoming multi-modal transportation technologies, and smart mobility programs. As part of this program, ADVANTEC developed the Regionwide ITS/Smart Region Master Plan that will be used as a planning tool to prepare local agencies and CVAG for future emerging transportation technologies including nine (9) Traffic Operation Centers (TOC), One (1) Regional Traffic Management Center (TMC), connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. The work consists of thirty-five major tasks including: CVAG Traffic Signal Interconnect Master Plan, System Engineering Management Plan (SEMP), Concept of Operations (ConOps) and Strategic Deployment Plan, System Requirements, Environmental, Preliminary Engineering, Technology Assessment and Evaluation (including Intelligent Transportation systems, CAV, and Smart Cities), Systems Integrator Procurement and Design, System Implementation, Systems Engineering, Construction Management and Inspection, Traffic Signal Synchronization, Operations and Maintenance, and preparation of project website.



Major Project Milestones: ADVANTEC prepared final plans, specifications, and engineer's estimates (PS&E) for Phases I and II and includes 24 major corridors and over 400 signalized intersections. ITS elements consist of open architecture and **state-of-the-art 2070 and NEMA ATC units with Application Programming Interface (API), Openly sharing Management Information Base (MIBs) at no cost to CVAG**, Smart Closed-Circuit Television (CCTV) systems with analytics, Arterial Performance Measurement Systems (APEMS), Changeable Message Signs (CMS), Video/Radar Detection Systems, Weather Sensors, Secured Ethernet fiber optic communications and the Regional TMC and nine (9) local TOCs. Phase II consists of 21 corridors and 250 signalized intersections; and future Phases will consist of 49 corridors and over 300 signalized intersections. **Innovative Solutions:** ADVANTEC formed a Transportation Systems Management and Operations (TSMO) Working Group formed of CVAG staff, and county and cities staff to provide education materials, facilitate project delivery, approval of regionwide technology standards, and development of the cooperative agreement. ADVANTEC's experts provided the latest Smart Mobility and Open Architecture Technologies, Broadband Communications, Smart City Applications, and the latest CAV applications to the Coachella Valley; and with support of stakeholders, ADVANTEC has designed a Smart Region in Eastern part of Riverside County. Phases I and II are currently under construction. Phase II consisted of expanding the Smart Region Program as part of Phase II that includes 21 corridors and 250 signalized intersections throughout the Coachella Valley. ADVANTEC provided planning, design, and Systems Engineering Services. In addition, Phase II included planning and design of Broadband Communications along 24 Corridors in the Coachella Valley. It expanded the integration of smart weather technologies, C-V2X, smart intersections, and smart corridors and included planning for future Integrated Corridor Management. **Milestone Deliverables:** ADVANTEC was committed and provided the following milestone deliverables to CVAG:



- ✓ Development & Approval of the Intelligent Transportation System (ITS) Master Plan and Update
- ✓ Development & Approval of Projects' Descriptions and Priority Corridors | Development & Approval of Agencies' Participating Agreement | Development & Approval of Environmental Documents and Caltrans Approval | Development & Approval of ITS/Smart Region Technologies Assessment and Selection of Valley-wide Technology Standards
- ✓ Development and Approval of Pivot Project and Pilot Projects | Federal Highway Administration (FHWA) Approvals (including Concept-Of-Operations (ConOps) and System Engineering Management Plan (SEMP)
- ✓ Development and Approval of Phase I and Phase II Final Plans, Bid Documents, and Engineer's Estimates | Development of Construction Management and Construction Inspection
- ✓ Systems Engineering and ConOps, Cyber Security | Data Management and Asset Management | Broadband Communications
- ✓ I-10 Integrated Corridor Management (ICM) White Paper

Project Staff: Carlos Ortiz (Project Manager), Leo Lee, John Dorado, Keith Rand, Jose Guedes, John Cox, Bryan Elenes, Ryan Miller, Jonathan Delgado, Madeleine Ortiz, Jose Antonio Hernandez, Frank Gomez, Rob Steaffens, Alan Vu; and Ralph Boaz (**PILLAR**), Justin Schlaefli (**URBAN SYSTEMS**) Dean Erickson, Chad Botha (**TRIUNITY**).

2 INTELLIGENT TRANSPORTATION SYSTEMS (ITS) MASTER PLAN, PICO RIVERA, CA		
Firm: ADVANTEC Consulting Engineers Owner: City of Pico Rivera Owner's Project Manager: Thomas Mericle, PE, TE, Consultant City Project Manager 805-701-2977; tom@tkm-engineering.com Project Type: ITS/Smart City Planning, ITS Operations, Smart Corridors, Smart Intersections, Systems Engineering, Transit, ICM; CAV, IoT, Cloud Services, ITS Design. Project Status: Started: 2022; On-going Contract Amount: \$199,000	✓ Stakeholders' Coordination ✓ System Engineering ✓ Multi-Modal Evaluation ✓ Concept-of-Operations ✓ System Engineering Management Plan (SEMP) ✓ Fiber Optic and Wireless Communications ✓ Secured Ethernet Communication Network ✓ Secured ITS Network ✓ Broadband Communications	✓ Advanced Traffic Controllers (ATC) ✓ CCTV Camera System ✓ Video Detection Systems ✓ Traffic Management Center ✓ Network Model ✓ Existing Citywide ITS Conditions Assessment ✓ Technology Assessment Report ✓ New TMC design ✓ Existing Traffic Signal Communications Assessment

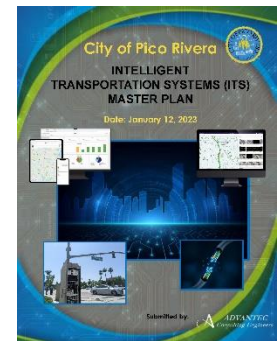
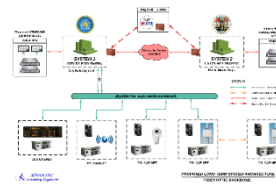


CITY OF MONTEREY PARK
Adaptive Traffic/Traffic Responsive Control System Project
 Project No. 96026



DESCRIPTION

Scope of Services: ADVANTEC is responsible for preparing a citywide Intelligent Transportation Systems (ITS) Master Plan that includes, but not limited to, an inventory of existing traffic signal and communications infrastructure, recommendations for up-to-date traffic signal and communications technologies, identification, and phased implementation of near-term to long-term projects, and a recommended asset management plan. The ITS Master Plan will be used as a planning tool to prepare the City of Pico Rivera for future emerging multi-modal transportation technologies including a Traffic Management Center (TMC), fiber optic communications secured network, open architecture technologies, connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. The ITS Master Plan will be prepared using ITS Standards and it will be based on FHWA's ITS Architecture and requirements, including Concept-of-Operations and System Engineering Management Plan (SEMP).



Project Staff: Carlos Ortiz, John Dorado (Project Manager), John Cox, Bryan Elenes, Jonathan Delgado, Jose Antonio Hernandez, Rob Steaffens, Alan Vu

3

INTELLIGENT TRANSPORTATION SYSTEMS (ITS) MASTER PLAN, INDUSTRY, CA

Firm: ADVANTEC Consulting Engineers

Owner: CITY OF INDUSTRY

Owner's Project Manager:

Mr. Upendra

Consultant City Project Manager

626-945-0477

ujoshi@cnc-eng.com

Project Type: ITS/Smart City Planning, ITS Operations, Smart Corridors, Smart Intersections, Systems Engineering, Transit, ICM; CAV, IoT, Cloud Services, ITS Design.

Contract Start Date: 2018

- ✓ Stakeholders' Coordination
- ✓ System Engineering
- ✓ Multi-Modal Evaluation
- ✓ Concept-of-Operations
- ✓ System Engineering Management Plan (SEMP)
- ✓ Fiber Optic and Wireless Communications
- ✓ Secured Ethernet Communication Network
- ✓ Secured ITS Network

Project Status: Started: 2022; On-going

Contract Amount: \$175,000

- ✓ Advanced Traffic Controllers (ATC)
- ✓ CCTV Camera System
- ✓ Video Detection Systems
- ✓ Traffic Management Center
- ✓ Network Model
- ✓ Existing Citywide ITS Conditions Assessment
- ✓ Technology Assessment Report
- ✓ New TMC design
- ✓ Existing Traffic Signal Communications Assessment

DESCRIPTION

Scope of Services: The project consisted of an Intelligent Transportation Systems (ITS) Master Plan that addressed current legacy transportation technologies and provided a path for the City to plan, evaluate and integrate state-of-the-art and secured ITS technologies and a secured Ethernet communication system. This plan was developed for the City staff to see/monitor real-time data and video for multi-modal mobility enhancement, safety, and improve the quality of life in the City. The ITS Master Plan will be used as a planning tool to prepare the City of Industry for future emerging multi-modal transportation technologies including a connectivity to the Los Angeles County Public Works Department Traffic Management Center (TMC), fiber optic and wireless communications secured networks, open architecture technologies, connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. The ITS Master Plan was prepared based on FHWA's ITS Architecture and requirements, including Concept-of-Operations and System Engineering Management Plan (SEMP). It incorporated the requirements of the Los Angeles County ITS Architecture. The purpose of the ITS Master Plan is to provide the City with a roadmap that will help to design, implement, operate, and maintain the next generation of smart multi-modal technologies. **Innovative Solutions:** As part of the ITS Master Plan ADVANTEC also made sure to account for the following elements:

- Preliminary Site Assessment
- Technology Assessment Report
- Existing Traffic Signal Communications Assessment
- Address high demand of Freight in the City and incorporate smart ITS applications
- Incorporate LA County ITS Architecture Requirements

Project Staff: Carlos Ortiz, John Dorado (Project Manager), John Cox, Bryan Elenes, Jonathan Delgado, Jose Antonio Hernandez, Rob Steaffens, Alan Vu

4

ADAPTIVE TRAFFIC CONTROL SYSTEM – SYSTEMS MANAGER AND CONSTRUCTION MANAGER, CULVER CITY, CA



CITY OF MONTEREY PARK
Adaptive Traffic/Traffic Responsive Control System Project
 Project No. 96026



Firm: ADVANTEC Consulting Engineers Owner: City of Culver City Owner's Project Manager: Mr. Hong Wang, Senior Engineer 310-253-5613 John.Fisher@culvercity.org Project Type: ITS Planning, ITS Operations, Adaptive Control System, System Integration, Traffic Signal Timing, and Construction Support	✓ ITS Planning ✓ ITS Operations ✓ Adaptive Control System ✓ Open Architecture ✓ Detection Systems ✓ Communication System Status of the Project: Completed June 2020. Contract Amount: \$160,000 Project Cost: \$1.8 Million	✓ Advanced Traffic Control (ATC) Units ✓ Advanced Traffic Management System (ATMS) ✓ Synchro Model ✓ Stakeholders' Coordination

DESCRIPTION

Scope of Services: Project consisted of coordinating with and monitoring the progress of implementation of Adaptive Traffic Control System (ATCS) including setup, installation, system integration, testing and commissioning, ensuring that all functional requirements for Culver City's ATCS that were defined in the "Concept of Operations" and "System Requirements" reports were properly met and implemented. ADVANTEC also assisted the City to develop an IP address scheme, reviewed updated signal timing parameters provided by contractor that are compliant with the latest version of California's Manual on Uniform Traffic Control Devices (CAMUTCD), reviewed and approved shop drawings, acceptance test plans, commissioning schedule, training agenda, and other documentations provided by contractor, and participated in the acceptance testing to verify that the system and functional requirements were met. ADVANTEC supervised and managed the fine-tuning of adaptive parameters by the ATCS vendor.

Innovative Solutions: The adaptive control system was designed and deployed for a complex and non-linear corridor approach and included the following Adaptive System Characteristics:

- Implemented citywide - grouped as 12 corridors | Corridor system detection - located midblock for speed and directional volumes
- Progression- based on directional volumes and speed | Dynamic "Critical Intersection"- based on demand
- Arterial advance detection to determine splits at Critical Intersections | Sum of splits determines minimum Corridor cycle length, typically 120 seconds minimum | Maximum 150 second cycle length for all Corridors
- Runs "free" during light traffic periods

Project Staff: Carlos Ortiz, John Dorado, Jose Guedes, Ryan Miller



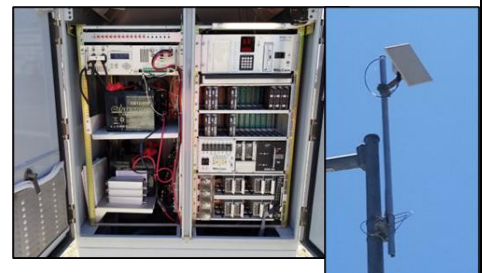
5 COUNTYWIDE COMMUNICATIONS MASTER PLAN, RIVERSIDE, CA

Firm: ADVANTEC Consulting Engineers Owner: County of Riverside Owner's Project Manager: Mr. Dennis Acuna, PE, Traffic Engineering Division Manager, 951.204.5965; DACUNA@RIVCO.ORG Project Type: ITS Planning, ITS Operations, Smart Intersections, System Integration, Concept-Of-Operations; Project Status: Started 2021; Completed 2022 Contract Amount: \$85,000	✓ ITS Planning ✓ ITS Operations ✓ Open Architecture ✓ Concept-Of-Operations ✓ Detection Systems ✓ Communication System ✓ Systems Engineering	✓ Traffic Signal Monitoring and Control ✓ Wireless and Fiber Optic Ethernet media ✓ Coordination with Enterprise IT staff ✓ Hardware and software vendor interfacing ✓ Cost estimating/budgeting for technology procurement ✓ Prioritization of intersections by need

DESCRIPTION

Scope of Services: ADVANTEC was selected by Riverside County to prepare the County's Communications Master Plan to provide all unincorporated western Riverside County traffic signals with data communication for the purpose of remote monitoring. The project's primary goal was to provide timely notification of power loss events so the traffic signal maintenance division can address them before the battery back-up units are exhausted. The intersections are grouped into tiers, with short-term and long-term communication strategies identified for each tier. Short-term strategies focus on leased/cellular facilities to minimize lead time. Long-term strategies focus on agency-owned communication to minimize recurring cost. As part of our role, ADVANTEC coordinated with Riverside County's Information Technology group to ensure the recommendations are in conformance with County technology policy and reaching out to vendors to advise County staff on available "Open Architecture" technologies.

Project Staff: Leo Lee, Carlos Ortiz, Jose Guedes, John Dorado, John Cox, Ryan Miller, Lawrence Tai





12.4 OUR REFERENCE CONTACTS

ADVANTEC's references from similar and related ITS projects are provided below.

AGENCY	PROJECT DESCRIPTION
Coachella Valley Association of Governments (CVAG) Mr. Eric Cowle Project Manager 760-346-1127 ecowle@cvag.org 73710 Fred Waring Dr #200, Palm Desert, CA 92260	▪ CVAG Smart Region Program: ADVANTEC developed Regionwide ITS Master Plan, Cooperative Agreements, Technology Assessment, Open Architecture Technology Assessment, Pilot Projects, PS&E, Corridor Timing/Synchronization, Program System Management/Operations/Maintenance. Project Start: 2016. Project Completion: Anticipated in 2025
City of Pico Rivera Mr. Thomas Mericle Consultant City Project Manager 805-701-2977 tom@tkm-engineering.com 6615 Passons Blvd, Pico Rivera, CA 90660	▪ Intelligent Transportation Systems (ITS) Master Plan: ADVANTEC developed a Citywide ITS Master Plan for Pico Rivera. Project Start: 2022. Project Completion: Anticipated in 2023
City of Industry Mr. Upendra Joshi Consultant City Project Manager 626-945-0477 ujoshi@cnc-eng.com 15625 Mayor Dave Wy, City of Industry, CA 91744	▪ Intelligent Transportation Systems (ITS) Master Plan: ADVANTEC prepared an ITS Master Plan to provide a roadmap for the City to implement the latest ITS technologies, evaluate a new ATMS, and integrate with LA County's ATMS. Project Start: 2021; Project Completion: Anticipated in 2023
Riverside County Mr. Dennis Acuna County Traffic Engineer 951- 955-6820 dacuna@rivco.org 3525 14th Street, Riverside, CA 92501	▪ Communications Master Plan: ADVANTEC prepared the County's Communications Master Plan to provide signals in the western region of the County of Riverside with data communication. Project Start: 2021; Project Completion: Anticipated in 2023
City of Culver City Mr. Hong Wang, Senior Engineer (310) 253-5604 hong.wang@culvercity.org 9770 Culver Boulevard, Culver City, CA 90232	▪ Citywide Adaptive Traffic Control System (ATCS): Consisted of coordinating with and monitoring the progress of the City's ATCS as it was implemented. Project Start: 2018; Project Completion: December 2020. ▪ Citywide Arterial Performance Measurement System (APEMS): ADVANTEC designed and developed specifications for the citywide APEMS. Project Start: 2018; Project Completion: June 2019

PART I - SECTION 13: ALTERNATIVE PROPOSALS

13.1 Alternative Proposals

The ADVANTEC Team has implemented similar corridor-wide, citywide, countywide, and regionwide ITS projects and programs based on similar tasks indicated under the City of Monterey Park Phase I and Phase II requirements. We promote a thorough ITS planning, technology assessment, adaptive traffic control system assessment, Concept-of-Operations, System Engineering Management Plan (SEMP), Performance Requirements, and value/construction cost analysis under the Phase I of this project as indicated in the RFP. Under Phase II, we can implement innovative construction bidding alternatives to ensure that the selected Contractor can implement final recommendations within allocated budget. The ADVANTEC Team will provide Engineering Cost Analysis under Phase I using GIS and without the development of 30% layout plans. We will provide milestone Engineering Cost Analysis under each required Phase II submittal. Our approach will minimize unforeseen cost increases of ITS hardware, ITS software, other construction items, and labor cost that will help us to provide the City of Monterey Park with innovative solutions. Therefore, we believe that we can deliver all required Tasks as indicated in the RFP and without presenting Alternative Proposals.

PART I - SECTION 14: CONFLICT OF INTEREST

14.1 Conflict of Interest

ADVANTEC nor our subconsultants, Mark Thomas, Counts Unlimited and Dudek, do not have any conflicts of interest with the City of Monterey Park related to the work and requirements outlined in the RFP including the City's Insurance Requirements and the City's Standard Professional Services Agreement.



Appendix A

Proposal Form

CITY OF MONTEREY PARK

REQUEST FOR PROPOSAL

Project # 96026

PROPOSALS ARE DUE: NOT LATER THAN 2:00 P.M. ON WEDNESDAY, APRIL 19, 2023.

The City of Monterey Park invites sealed proposals for: The City of Monterey Park's Adaptive Traffic/Traffic Responsive Control System Project, **Phase 1**, Project No. 96026.

The City of Monterey Park is seeking proposals from qualified firms to provide Professional Engineering Services for the Preparation of Plans, Design, & Related Documents for the City of Monterey Park's Adaptive Traffic/Traffic Responsive Control System Project.

Return original of Proposal to:

City of Monterey Park
City Clerk
320 West Newmark Avenue
Monterey Park, CA 91754

1. Proposer must honor proposal prices for ninety (90) days.
2. Proposals must include this Proposal form and be signed by the vendor's authorized representative.
3. Award of a contract will be made by the City Council based upon the criteria set forth in this RFP and will be made based upon the best qualified proposer rather than lowest price.

PROPOSER TO READ

I have, read, understood, and agree to the terms and conditions on all pages of this proposal. The undersigned agrees to furnish the commodity or service stipulated on this proposal as stated above.

ADVANTEC Consulting Engineers, Inc.

Company

Carlos A. Ortiz

Name (Print)

949-861-4999

Company Phone No.

1200 Roosevelt, Irvine, CA, 92620

Address

Signature

Chief Executive Officer

Title of Person Signing Bid



Appendix B

Insurance Requirements

INSURANCE REQUIREMENTS
[MUST BE SUBMITTED WITH PROJECT PROPOSAL]

To be awarded this contract, the successful bidder must procure and maintain the following types of insurance with coverage limits complying, at a minimum, with the limits set forth below:

<u>Type of Insurance</u>	<u>Limits</u>
Commercial general liability:	\$2,000,000
Professional liability	\$1,000,000
Business automobile liability	\$1,000,000
Workers compensation	Statutory requirement.

Commercial general liability insurance must meet or exceed the requirements of the most recent ISO-CGL Form Number. The amount of insurance set forth above must be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies must be endorsed to name the City, its officials, and employees as “additional insureds” under said insurance coverage and to state that such insurance will be deemed “primary” such that any other insurance that may be carried by the City will be excess thereto. Such insurance must be on an “occurrence,” not a “claims made,” basis and will not be cancelable or subject to reduction except upon thirty (30) days prior written notice to the City.

Professional liability coverage must be on an “occurrence basis” if such coverage is available, or on a “claims made” basis if not available. When coverage is provided on a “claims made basis,” the Consultant must continue to maintain the insurance in effect for a period of three (3) years after this Agreement expires or is terminated (“extended insurance”). Such extended insurance must have the same coverage and limits as the policy that was in effect during the term of this Agreement, and cover the Consultant for all claims made by the City arising out of any errors or omissions of the Consultant, or its officers, employees or agents during the time this Agreement was in effect.

Automobile coverage must be written on ISO Business Auto Coverage Form CA 00 01 06 92, including symbol 1 (Any Auto).

The Consultant must furnish to the City duly authenticated Certificates of Insurance evidencing maintenance of the insurance required under this Agreement, endorsements as required herein, and such other evidence of insurance or copies of policies as may be reasonably required by the City from time to time. Insurance must be placed with admitted insurers with a current A.M. Best Company Rating equivalent to at least a Rating of “A:VII.” Certificate(s) must reflect that the insurer will provide thirty (30) day notice of any cancellation of coverage. The Consultant will require its insurer to modify such certificates to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word “endeavor” with regard to any notice provisions.

By signing this form, the bidder certifies that it has read, understands, and will comply with these insurance requirements if it is selected as the City’s consultant. Failure to provide this form may render the bidder’s proposal “nonresponsive.”

April 19, 2023

Date

ADVANTEC Consulting Engineers, Inc.

Bidder

Name: Carlos A. Ortiz

Title: Chief Executive Officer



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/13/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AssuredPartners Design Professionals Insurance Services, LLC 3697 Mt. Diablo Blvd Suite 230 Lafayette CA 94549		CONTACT NAME: Marie Swaney PHONE (A/C, No, Ext): 626) 696-1890 E-MAIL ADDRESS: CertsDesignPro@AssuredPartners.com	
License#: 6003745 ADVA CON-05		INSURER(S) AFFORDING COVERAGE	
INSURED Advantec Consulting Engineers, Inc. 949-861-4999 1200 Roosevelt Irvine CA 92620		INSURER A: Continental Casualty Company	
		INSURER B: QBE Insurance Corporation	
		INSURER C: Valley Forge Insurance Company	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 1738453151

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Contractual Liab ☐ XCU Included GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☒ LOC ☐ OTHER:	Y	Y	6025396574	11/12/2022	5/13/2023	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
C	☒ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY ☒ NoOwned Auto	Y	Y	6025396574	11/12/2022	5/13/2023	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 10,000	Y	Y	6025396588	11/12/2022	5/13/2023	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B C	Professional Liability Office Pollution Liability			ANE6215201 6025396574	5/13/2022 11/12/2022	5/13/2023 5/13/2023	Per Claim \$2,000,000 Per Claim \$2,000,000 \$4,000,000/Agg lmt \$4,000,000/Agg lmt

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Insured owns no company vehicles; therefore, hired/non-owned auto is the maximum coverage that applies. Umbrella Policy is follow-form to its underlying Policies: GL/AUTO Liability.
AS EVIDENCE OF COVERAGE(S)

CERTIFICATE HOLDER**CANCELLATION 30 Day Notice applies**

Evidence of Insurance
. CA .

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/15/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Charmaine Lim Farmers Agency 20 Pacifica, Ste 1450 Irvine, CA 92618	CONTACT NAME: PHONE (A/C, No, Ext): 949-387-9999 FAX (A/C, No): E-MAIL ADDRESS: support@farmersatspectrum.com
INSURED Advantec Consulting Engineers Inc. and Q4 Transportation Solutions Inc. 1200 Roosevelt Irvine, CA 92620	INSURER(S) AFFORDING COVERAGE INSURER A: Mid-Century Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
	NAIC # 21687

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

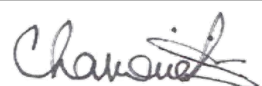
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ Y	N/A	Y	A09475420	11/12/2022	11/12/2023 ☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

For proposal purposes only.

CERTIFICATE HOLDER**CANCELLATION** 30 Day NOC / 10 Day for Nonpayment

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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Appendix C

Resumes

Carlos A. Ortiz, PE, TE, PTOE
Chief Executive Officer/ Project Director & QA/QC
MANAGER

Mr. Ortiz is a globally recognized expert bringing smart mobility and technology solutions to Smart Cities/Region, Connected/Automated Vehicles (CAV), Intelligent Transportation System (ITS), Traffic Engineering, and Transportation Planning and Engineering Projects and Programs for numerous agencies, private developments, and institutions. He has worked on many multi-modal and complex projects and has the ability to resolve problems quickly and efficiently by drawing on his many years of experience in our transportation industry. **Mr. Ortiz served on ITE International Board of Direction as International Director, representing ITE Western District. Mr. Ortiz is currently serving on the Board at ITS California.** Some of his notable projects are as follows:

Traffic Signal Communications Master Plan (Escondido, CA) – Project Director. ADVANTEC is responsible for preparing a citywide Traffic Signal Communications Master Plan that includes, but not limited to, an inventory of existing traffic signal and communications infrastructure, recommendations for up-to-date traffic signal and communications technologies, identification, and phased implementation of near-term to long-term projects, and a recommended asset management plan. The Traffic Signal Master Plan will be used as a planning tool to prepare the City of Escondido for future emerging multi-modal transportation technologies including a Traffic Management Center (TMC), fiber optic communications secured network, open architecture technologies, connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. The Traffic Signal Master Plan will be prepared using ITS Standards and it will be based on FHWA's ITS Architecture and requirements, including Concept-of-Operations and System Engineering Management Plan (SEMP). In addition, **The Traffic Signal Master Plan will incorporate the vision of SANDAG's 2021 Regional Plan to prepare the City of Escondido to enhance connectivity, increase safety and sustainability, and improve the quality of live in the region.**

Traffic Signal Upgrades (HSIP Cycle 9) Project (Oceanside, CA) – Project Director. This project consists of providing traffic engineering and environmental services for the preparation of plans, specifications, and estimates (PS&E) for 93 signalized locations including construction support and environmental documentation and approvals for the City's Traffic Signal Upgrades (HSIP Cycle 9) project. Project improvements will be provided at 93 signalized intersections including the new pedestrian countdown heads, ADA compliant audible pedestrian push button systems, and upgrading existing to new advanced transportation controllers (ATC). The implementation of these improvements will enhance active transportation, multimodal mobility, safety, and operational efficiency at signalized intersections, especially for pedestrians and bicyclists. As part of the project improvements, ADVANTEC is assisting the City with a transition plan including procurement and installation of a new Advanced Traffic



Registration:

Civil Engineer, CA, C057535
Traffic Engineer, CA, 2025
Civil Engineer, AZ, 34333
Professional Traffic
Operations Engineer, US, 426

Years of Experience: 33

Years with Firm: 7

Education:

B.S., 1989, Civil Engineering,
California State Polytechnic
University, Pomona

Professional Affiliations:

**School of Civil Engineering
Industry Advisory Council (IAC),
California State Polytechnic
University, Pomona**

**ITE International, Past Board
Member**

- ITE International Past Board of Direction
- TSMO Council
- Transportation Consultant Council
- Industry Council
- Advocacy Committee
- Nomination Committee

ITS California, Board Member

- ITS CA Board of Direction
- ITS CA Partnership Chair
- ITS CA Southern Section Past Chair
- ITS CA Annual Conference Committee

Management System (ATMS). This includes analyzing Citywide communications to determine how communications from each signal will be brought back to the City's Traffic Management Center (TMC). As part of this project, we provided a detailed preliminary cost analysis to ensure any additional grant funds can be used towards the project. This includes, but not limited to, new communications devices, such as managed Ethernet switches over fiber and copper. We are also assisting the City, on the planning side, to determine the how existing communications will be modified at each signal—this includes system architecture diagrams with typical improvements.

Nordahl Road Adaptive Traffic Control System Evaluation (San Marcos, CA) – Project Director. ADVANTEC was selected by City of San Marcos to provide Traffic Engineering and ITS services as part of an On-Call contract. ADVANTEC has been assigned a Task Order for evaluation and deployment of an Adaptive Traffic Control System (ATCS) along Nordahl Road north of SR-78 in the City of San Marcos. The study includes 3 signalized intersections surrounding a major block store complex (Kohl's, Walmart, and Costco) and associated satellite businesses and restaurants. It was also determined that optional Caltrans SR-78 Ramp interchange signals, one signal in the adjacent agency of Escondido, and two more San Marcos intersections needed to be included in the analysis. The City of San Marcos has standardized on an ATC that has an Adaptive optional function that is peer to peer over Ethernet not requiring an intervening Advanced Traffic Management System. This provides a unique method of performing Adaptive operations for future ITS endeavors. Work is ongoing and expected to be completed in conjunction with a complementary ITS citywide infrastructure update.

Coachella Valley Association of Governments (CVAG) Smart Region Program – Regional Broadband Communications (Coachella Valley, Riverside County, CA) - Project Manager. As part of the Region's Smart Region Program, ADVANTEC is providing planning and design professional services for the implementation of Broadband Communications along 24 Corridors in the Coachella Valley. The first project is funded by the State of California Middle Mile Grant to design Broadband Communications along Highway 111 from the cities of Palm Springs to Coachella. ADVANTEC is supporting CVAG to extend the region's broadband program to the Salton Sea.

Coachella Valley Association of Governments (CVAG) Smart Region Program – Phase I (Coachella Valley, Riverside County, CA) - Project Manager. CVAG has embarked on a major effort to advance the development and implementation of Intelligent Transportation Systems Programs in the Coachella Valley with an emphasis in the development of a smart region and prepare the region for integration of current and upcoming multi-modal transportation technologies, and smart mobility programs. As part of this program, ADVANTEC developed the Regionwide ITS Master Plan that will be used as a planning tool to prepare local agencies and CVAG for future emerging transportation technologies including nine (9) Traffic Operation Centers (TOC), One (1) Regional Traffic Management Center(TMC), connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. The work consists of thirty-five major tasks including: CVAG Traffic Signal Interconnect Master Plan, System Engineering Management Plan (SEMP), Concept of Operations (ConOps) and Strategic Deployment Plan, System Requirements, Environmental, Preliminary Engineering, Technology Assessment and Evaluation (including Intelligent Transportation systems, CAV, and Smart Cities), Systems Integrator Procurement and Design, System Implementation, Construction Management and Inspection, Traffic Signal Synchronization, Operations and Maintenance, and preparation of project website. ADVANTEC prepared final plans, specifications, and engineer's estimates (PS&E) for Phase I and includes three major corridors and 138 signalized intersections. ITS elements consist of open architecture and ***state-of-the-art 2070 and NEMA ATC units with Application Programming Interface (API), Openly sharing Management Information Base (MIBs) at no cost to CVAG***, Smart Closed-Circuit Television (CCCTV) systems with analytics, Arterial Performance Measurement Systems (APEMS), Changeable Message Signs (CMS), Video/Radar Detection Systems, secured Ethernet fiber optic communications and the Regional TMC and nine (9) local TOCs. Phase II-A consist of 22 corridors and 245 signalized intersections; and Phase II-B consist of 49 corridors and 275 signalized intersections. ADVANTEC formed a Transportation Systems Management and Operations (TSM&O) Working Group formed of CVAG staff, and county and cities staff to provide education materials, facilitate project delivery, approval of regionwide technology standards, and development of the cooperative agreement. ADVANTEC has provided presentations to multiple decision makers that are part of the various Transportation Committees and Executive Committee at CVAG. The Master Plan and

Cooperative Agreement were approved by two transportation committees: and by the Executive Committee. ADVANTEC was committed and provided the following milestone deliverables to CVAG:

- ✓ Development & Approval of the Intelligent Transportation System (ITS) Master Plan and Update
- ✓ Development & Approval of Projects' Descriptions and Priority Corridors
- ✓ Development & Approval of Agencies' Participating Agreement
- ✓ Development & Approval of Environmental Documents and Caltrans Approval
- ✓ Development & Approval of ITS Technologies Assessment and Selection of Valley-wide Technology Standards
- ✓ Development and Approval of Pivot Project
- ✓ Development and Approval of Pilot Projects
- ✓ Obtaining Federal Highway Administration (FHWA) Approvals (including Concept-Of-Operations (ConOps) and System Engineering Management Plan (SEMP)
- ✓ Development and Approval of Phase I Final Plans, Bid Documents, and Engineer's Estimates
- ✓ Development of Construction Management and Construction Inspection Request-For-Proposals (RFP)

Coachella Valley Association of Governments (CVAG) Smart Region Program – Phase II (Coachella Valley, Riverside County, CA) - Project Manager. ADVANTEC has been awarded a second contract by CVAG to expand the development and implementation of **Smart Region Program** in the Coachella Valley. Phase II follows the guiding principles of the Phase I Program to prepare local agencies and CVAG for future emerging transportation technologies including connected vehicles, autonomous vehicles, big data, integrated corridor management (ICM), and Smart Cities initiatives; with an emphasis in the deployment of valley-wide intelligent transportation technologies, signal synchronization, and installation of Traffic Management Centers (TMC). Currently, **Phase II** of the program consists of major tasks including Environmental, Preliminary Engineering, Technology Assessment and Evaluation (including Intelligent Transportation systems, Connected and Autonomous Vehicles, and Smart Cities), Systems Integrator Procurement and Design, Coordinating and Managing the Transportation Systems Management and Operations (TSM&O) Committee Meetings, grant application support, and maintenance of project website. Under the Phase II Program, ADVANTEC is preparing final design of eighteen (18) priority corridors, modification/expansion of ten (10) Traffic Management Centers (TMC), three (3) Data Aggregated Centers (DAC), and the Regional TMC. In addition, **Phase II includes upgrades of 245 traffic signal systems, installation/upgrade of approximately 95-miles of signal communications, and installation of various ITS field elements, including closed-circuit television systems, dynamic/changeable message signs, arterial management systems, detection systems, and C-V2X for vehicle-to-infrastructure (V2I) communications. Phase II also includes the planning, design and implementation of Broadband Communications along 21 corridors in the Coachella Valley.**

Intelligent Transportation Systems (ITS) Master Plan (Industry, CA) – Project Director. ADVANTEC was selected by the City of Industry to provide an Intelligent Transportation Systems (ITS) Master Plan that addresses current legacy transportation technologies and provides a path for the City to plan, evaluate and integrate state-of-the-art and secured ITS technologies and a secured Ethernet communication system. This will provide the City real-time data and video for multi-modal mobility enhancement, safety, and improve the quality of life in the City. The ITS Master Plan will be used as a planning tool to prepare the City of Industry for future emerging multi-modal transportation technologies including a connectivity to the Los Angeles County Public Works Department Traffic Management Center (TMC), fiber optic and wireless communications secured networks, open architecture technologies, connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. The ITS Master Plan will be prepared using ITS Standards and it will be based on FHWA's ITS Architecture and requirements, including Concept-of-Operations and System Engineering Management Plan (SEMP). It will also, incorporate the requirements of the Los Angeles County ITS Architecture. The purpose of the ITS Master Plan is to provide the City with a roadmap that will help to design, implement, operate and maintain the next generation of smart multi-modal technologies.

Southern California Regional Intelligent Transportation Systems (ITS) Architecture Update (SCAG, CA) - Task Manager. As a sub-consultant, ADVANTEC assisted Kimley-Horn to update the SCAG Intelligent Transportation Systems (ITS) Architecture. The SCAG Regional ITS Architecture leverages long standing investments in ITS by fostering coordination and cooperation among public agency stakeholders. A regional ITS architecture provides a framework for ITS planning that promotes interoperability and communication across jurisdictional boundaries. An update to the

Regional ITS Architecture is long overdue with a need to reflect new ITS services and interfaces found in the current National ITS Architecture. This project presented a forward-looking opportunity for regional stakeholders to revisit the architecture as a planning framework to support the next wave of ITS investments and Smart City initiatives that will shape mobility in southern California in the years to come. The SCAG Regional ITS Architecture Update considered AV/CV Deployments and addressed the needs of inter-county transportation modes.

Citywide Smart City Projects (Huntington Beach, CA) – Project Director. ADVANTEC provided Systems Engineering and design services (PS&E) for various projects in the City of Huntington Beach. The projects included ITS upgrades at these locations:

- City Hall to the downtown area and City building and facilities
- Oak View Community Center and City Well Site
- City Hall to Utility Yard
- TS Signal Upgrades along Garfield Avenue

The projects consisted of installing fiber optic cable and conduit, traffic signal controllers, and ethernet switches. ADVANTEC also ensured network improvements were compatible, expandable, and scalable for the City's traffic management and monitoring systems, and for the City's Information Technology (IT) network. This included fiber assignments and management, connectivity, and setup of virtual local area networks (VLAN), and internet protocol (IP) addressing. This configuration was established to virtually separate data/video from the traffic and ITS infrastructure, and the data/information/video from City's buildings and facilities. Strategies were also implemented for cyber security and redundant communications. These projects were strategic to the City's Fiber and Communications Master Plan and expanded their fiber optic infrastructure to the various areas throughout the City. These projects required close coordination with the City's IT staff and building department during the design, and network development stages. In addition, coordination with Caltrans was required to obtain encroachment permits for the work along Pacific Coast Highway and Beach Boulevard.

Intelligent Transportation Systems (ITS) Master Plan (Pico Rivera, CA) – Project Director. ADVANTEC was selected by the City of Pico Rivera to provide an Intelligent Transportation Systems (ITS) Master Plan that addresses current legacy transportation technologies and provides a path for the City to plan, evaluate and integrate state-of-the-art and secured ITS technologies and a secured Ethernet communication system. This will provide the City real-time data and video for multi-modal mobility enhancement, safety, and improve the quality of life in the City. The ITS Master Plan will be used as a planning tool to prepare the City of Pico Rivera for future emerging multi-modal transportation technologies including, fiber optic and wireless communications secured networks, open architecture technologies, connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. The ITS Master Plan will be prepared based on FHWA's ITS Architecture and requirements, including Concept-of-Operations and System Engineering Management Plan (SEMP). It will also, incorporate the requirements of the Los Angeles County ITS Architecture. The purpose of the ITS Master Plan is to provide the City with a roadmap that will help to design, implement, operate and maintain the next generation of smart multi-modal technologies.

John A. Dorado, PE

Sr. Project Manager/ Project Manager

Mr. John Dorado is a Senior Project Manager. Mr. Dorado is a dedicated and technically skilled business professional with over 24 years of experience in the field of Intelligent Transportation Systems (ITS) engineering, planning and design, traffic engineering, and transportation planning. He provides a balanced understanding of projects within the public and private sectors and skillfully meets challenges and creates positive change. He is creative and detail-oriented with a record of success in project management, on-time and on-budget project delivery, and has a proven ability to foster strong positive client relations. Some of his notable projects are as follows:

Coachella Valley Association of Governments (CVAG) Smart Region Program – Regional Broadband Communications (Coachella Valley, Riverside County, CA) – Deputy Project Manager. As part of the Region's Smart Region Program, ADVANTEC is providing planning and design professional services for the implementation of Broadband Communications along 24 Corridors in the Coachella Valley. The first project is funded by the State of California Middle Mile Grant to design Broadband Communications along Highway 111 from the cities of Palm Springs to Coachella. ADVANTEC is supporting CVAG to extend the region's broadband program to the Salton Sea.

Traffic Signal Communications Master Plan (Escondido, CA) – Project Manager. ADVANTEC is responsible for preparing a citywide Traffic Signal Communications Master Plan that includes, but not limited to, an inventory of existing traffic signal and communications infrastructure, recommendations for up-to-date traffic signal and communications technologies, identification and phased implementation of near-term to long-term projects, and a recommended asset management plan. The Traffic Signal Master Plan will be used as a planning tool to prepare the City of Escondido for future emerging multi-modal transportation technologies including a Traffic Management Center (TMC), fiber optic communications secured network, open architecture technologies, connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. The Traffic Signal Master Plan will be prepared using ITS Standards and it will be based on FHWA's ITS Architecture and requirements, including Concept-of-Operations and System Engineering Management Plan (SEMP). In addition, ***The Traffic Signal Master Plan will incorporate the vision of SANDAG's 2021 Regional Plan to prepare the City of Escondido to enhance connectivity, increase safety and sustainability, and improve the quality of live in the region.***

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- Oak View Community Center and City Well Site
- City Hall to Utility Yard
- TS Signal Upgrades along Garfield Avenue



Registration:

California, Civil Engineering
No. 74405

IMSA Certified Traffic Signal
Field Technician Level II,
No. BE_106965

IMSA Certified Traffic Signal
Technician Level I,
No. AA_106965

IMSA Certified Work Zone
Temporary Traffic Control
Technician, No. ZZ_106965

Years of Experience: 24

Years with Firm: 6

Education:

California State University,
Fullerton, CA – 1999, BS Civil
Engineering

Professional Affiliations:

Institute of Transportation
Engineers (ITE)

Orange County Traffic
Engineering Council (OCTEC)

International Municipal Signal
Association (IMSA)

The projects consisted of installing fiber optic cable and conduit, traffic signal controllers, and ethernet switches. ADVANTEC also ensured network improvements were compatible, expandable, and scalable for the City's traffic management and monitoring systems, and for the City's Information Technology (IT) network. This included fiber assignments and management, connectivity, and setup of virtual local area networks (VLAN), and internet protocol (IP) addressing. This configuration was established to virtually separate data/video from the traffic and ITS infrastructure, and the data/information/video from City's buildings and facilities. Strategies were also implemented for cyber security and redundant communications. These projects were strategic to the City's Fiber and Communications Master Plan and expanded their fiber optic infrastructure to the various areas throughout the City. These projects required close coordination with the City's IT staff and building department during the design, and network development stages. In addition, coordination with Caltrans was required to obtain encroachment permits for the work along Pacific Coast Highway and Beach Boulevard.

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- ✓ Development & Approval of the Intelligent Transportation System (ITS) Master Plan and Update
- ✓ Development & Approval of Projects' Descriptions and Priority Corridors
- ✓ Development & Approval of Agencies' Participating Agreement
- ✓ Development & Approval of Environmental Documents and Caltrans Approval
- ✓ Development & Approval of ITS Technologies Assessment and Selection of Valley-wide Technology Standards
- ✓ Development and Approval of Pivot Project
- ✓ Development and Approval of Pilot Projects
- ✓ Obtaining Federal Highway Administration (FHWA) Approvals (including Concept-Of-Operations (ConOps) and System Engineering Management Plan (SEMP)
- ✓ Development and Approval of Phase I Final Plans, Bid Documents, and Engineer's Estimates
- ✓ Development of Construction Management and Construction Inspection Request-For-Proposals (RFP) Systems Engineering and ConOps

- ✓ Cyber Security
- ✓ Data Management and Asset Management
- ✓ Broadband Communications

Coachella Valley Association of Governments (CVAG) Smart Region Program – *Phase II* (Coachella Valley, Riverside County, CA) – Deputy Project Manager. ADVANTEC has been awarded a second contract by CVAG to expand the development and implementation of **Smart Region Program** in the Coachella Valley. Phase II follows the guiding principles of the Phase I Program to prepare local agencies and CVAG for future emerging transportation technologies including connected vehicles, autonomous vehicles, big data, integrated corridor management (ICM), and Smart Cities initiatives; with an emphasis in the deployment of valley-wide intelligent transportation technologies, signal synchronization, and installation of Traffic Management Centers (TMC). Currently, **Phase II** of the program consists of major tasks including: Environmental, Preliminary Engineering, Technology Assessment and Evaluation (including Intelligent Transportation systems, Connected and Autonomous Vehicles, and Smart Cities), Systems Integrator Procurement and Design, Coordinating and Managing the Transportation Systems Management and Operations (TSM&O) Committee Meetings, grant application support, and maintenance of project website. Under the Phase II Program, ADVANTEC is preparing final design of eighteen (18) priority corridors, modification/expansion of ten (10) Traffic Management Centers (TMC), three (3) Data Aggregated Centers (DAC), and the Regional TMC. In addition, **Phase II includes upgrades of 245 traffic signal systems, installation/upgrade of approximately 95-miles of signal communications, and installation of various ITS field elements, including closed-circuit television systems, dynamic/changeable message signs, arterial management systems, detection systems, and C-V2X for vehicle-to-infrastructure (V2I) communications. Phase II also includes the planning, design and implementation of Broadband Communications along 21 corridors in the Coachella Valley.**

Intelligent Transportation Systems (ITS) Master Plan (Pico Rivera, CA) – Project Manager. ADVANTEC was selected by the City of Pico Rivera to provide an Intelligent Transportation Systems (ITS) Master Plan that addresses current legacy transportation technologies and provides a path for the City to plan, evaluate and integrate state-of-the-art and secured ITS technologies and a secured Ethernet communication system. This will provide the City real-time data and video for multi-modal mobility enhancement, safety, and improve the quality of life in the City. The ITS Master Plan will be used as a planning tool to prepare the City of Pico Rivera for future emerging multi-modal transportation technologies including, fiber optic and wireless communications secured networks, open architecture technologies, connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. The ITS Master Plan will be prepared based on FHWA's ITS Architecture and requirements, including Concept-of-Operations and System Engineering Management Plan (SEMP). It will also, incorporate the requirements of the Los Angeles County ITS Architecture. The purpose of the ITS Master Plan is to provide the City with a roadmap that will help to design, implement, operate and maintain the next generation of smart multi-modal technologies.

Intelligent Transportation Systems (ITS) Master Plan (Industry, CA) – Project Manager. ADVANTEC was selected by the City of Industry to provide an Intelligent Transportation Systems (ITS) Master Plan that addresses current legacy transportation technologies and provides a path for the City to plan, evaluate and integrate state-of-the-art and secured ITS technologies and a secured Ethernet communication system. This will provide the City real-time data and video for multi-modal mobility enhancement, safety, and improve the quality of life in the City. The ITS Master Plan will be used as a planning tool to prepare the City of Industry for future emerging multi-modal transportation technologies including a connectivity to the Los Angeles County Public Works Department Traffic Management Center (TMC), fiber optic and wireless communications secured networks, open architecture technologies, connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. The ITS Master Plan will be prepared using ITS Standards and it will be based on FHWA's ITS Architecture and requirements, including Concept-of-Operations and System Engineering Management Plan (SEMP). It will also, incorporate the requirements of the Los Angeles County ITS Architecture. The purpose of the ITS Master Plan is to provide the City with a roadmap that will help to design, implement, operate and maintain the next generation of smart multi-modal technologies.

John T Cox IV

Systems Engineer/Task Leader

Mr. Cox is a Systems Engineer for ADVANTEC who specializes in Intelligent Transportation Systems, Communications, Fiber Optic Technologies, Closed Circuit Television, Changeable Message Signs, Wireless Broadband Ethernet, Traffic Management Center Systems Integration and various Advanced Traffic Management System hardware/software suites. With extensive experience in the transportation industry, Mr. Cox has been involved in dozens of transportation and traffic engineering projects that include both design and execution of Traffic Signal, ITS, CCTV, CMS, TMS and Fiber Optic Communications. Mr. Cox has integrated and maintained such systems in support of centralized signal control deployments. Additionally, he has extensive background in the public sector, where he designed and maintained the Traffic Management Center of the City of Costa Mesa for over 10 years. The following provides a summary of his successful project deliveries for clients over the past 23 years:

Coachella Valley Association of Governments (CVAG) Smart Region Program – Regional Broadband Communications (Coachella Valley, Riverside County, CA) – Systems Engineer. As part of the Region's Smart Region Program, ADVANTEC is providing planning and design professional services for the implementation of Broadband Communications along 24 Corridors in the Coachella Valley. The first project is funded by the State of California Middle Mile Grant to design Broadband Communications along Highway 111 from the cities of Palm Springs to Coachella. ADVANTEC is supporting CVAG to extend the region's broadband program to the Salton Sea.

Traffic Signal Communications Master Plan (Escondido, CA) – Systems Engineer. ADVANTEC is responsible for preparing a citywide Traffic Signal Communications Master Plan that includes, but not limited to, an inventory of existing traffic signal and communications infrastructure, recommendations for up-to-date traffic signal and communications technologies, identification and phased implementation of near-term to long-term projects, and a recommended asset management plan. The Traffic Signal Master Plan will be used as a planning tool to prepare the City of Escondido for future emerging multi-modal transportation technologies including a Traffic Management Center (TMC), fiber optic communications secured network, open architecture technologies, connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. The Traffic Signal Master Plan will be prepared using ITS Standards and it will be based on FHWA's ITS Architecture and requirements, including Concept-of-Operations and System Engineering Management Plan (SEMP). In addition, ***The Traffic Signal Master Plan will incorporate the vision of SANDAG's 2021 Regional Plan to prepare the City of Escondido to enhance connectivity, increase safety and sustainability, and improve the quality of life in the region.***

Citywide Smart City Projects (Huntington Beach, CA) – Systems Engineer. ADVANTEC provided Systems Engineering and design services (PS&E) for various projects in the City of Huntington Beach. The projects included ITS upgrades at these locations:

- City Hall to the downtown area and City building and facilities
- Oak View Community Center and City Well Site
- City Hall to Utility Yard



Registration:

IMSA Level II Technician

#BE-864-17

IMSA Work Zone Certified

#AA-86417

Corning Inc.

International Fiber Systems
(IFS)

Years of Experience: 23

Years with Firm: 9

Education:

Fullerton College
Engineering Technology

Rancho Santiago College
Project Management

Professional Affiliations:

International Municipal Signal
Association (IMSA)

Institution Traffic Engineers
(ITE)

Orange County Traffic
Engineers Council (OCTEC)

Intelligent Transportation
Systems California (ITS CA)

- TS Signal Upgrades along Garfield Avenue

The projects consisted of installing fiber optic cable and conduit, traffic signal controllers, and ethernet switches. ADVANTEC also ensured network improvements were compatible, expandable, and scalable for the City's traffic management and monitoring systems, and for the City's Information Technology (IT) network. This included fiber assignments and management, connectivity, and setup of virtual local area networks (VLAN), and internet protocol (IP) addressing. This configuration was established to virtually separate data/video from the traffic and ITS infrastructure, and the data/information/video from City's buildings and facilities. Strategies were also implemented for cyber security and redundant communications. These projects were strategic to the City's Fiber and Communications Master Plan and expanded their fiber optic infrastructure to the various areas throughout the City. These projects required close coordination with the City's IT staff and building department during the design, and network development stages. In addition, coordination with Caltrans was required to obtain encroachment permits for the work along Pacific Coast Highway and Beach Boulevard.

Coachella Valley Association of Governments (CVAG) Smart Region Program – Phase I (Coachella Valley, Riverside County, CA) – Systems Engineer. CVAG has embarked on a major effort to advance the development and implementation of Intelligent Transportation Systems Programs in the Coachella Valley with an emphasis in the development of a smart region and prepare the region for integration of current and upcoming multi-modal transportation technologies, and smart mobility programs. As part of this program, ADVANTEC developed the Regionwide ITS Master Plan that will be used as a planning tool to prepare local agencies and CVAG for future emerging transportation technologies including nine (9) Traffic Operation Centers (TOC), One (1) Regional Traffic Management Center(TMC), connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. The work consists of thirty-five major tasks including: CVAG Traffic Signal Interconnect Master Plan, System Engineering Management Plan (SEMP), Concept of Operations (ConOps) and Strategic Deployment Plan, System Requirements, Environmental, Preliminary Engineering, Technology Assessment and Evaluation (including Intelligent Transportation systems, CAV, and Smart Cities), Systems Integrator Procurement and Design, System Implementation, Construction Management and Inspection, Traffic Signal Synchronization, Operations and Maintenance, and preparation of project website. ADVANTEC prepared final plans, specifications, and engineer's estimates (PS&E) for Phase I and includes three major corridors and 138 signalized intersections. ITS elements consist of open architecture and **state-of-the-art 2070 and NEMA ATC units with Application Programming Interface (API), Openly sharing Management Information Base (MIBs) at no cost to CVAG**, Smart Closed-Circuit Television (CCCTV) systems with analytics, Arterial Performance Measurement Systems (APEMS), Changeable Message Signs (CMS), Video/Radar Detection Systems, secured Ethernet fiber optic communications and the Regional TMC and nine (9) local TOCs. Phase II-A consist of 22 corridors and 245 signalized intersections; and Phase II-B consist of 49 corridors and 275 signalized intersections. ADVANTEC formed a Transportation Systems Management and Operations (TSM&O) Working Group formed of CVAG staff, and county and cities staff to provide education materials, facilitate project delivery, approval of regionwide technology standards, and development of the cooperative agreement. ADVANTEC has provided presentations to multiple decision makers that are part of the various Transportation Committees and Executive Committee at CVAG. The Master Plan and Cooperative Agreement were approved by two transportation committees; and by the Executive Committee. ADVANTEC was committed and provided the following milestone deliverables to CVAG:

- ✓ Development & Approval of the Intelligent Transportation System (ITS) Master Plan and Update
- ✓ Development & Approval of Projects' Descriptions and Priority Corridors
- ✓ Development & Approval of Agencies' Participating Agreement
- ✓ Development & Approval of Environmental Documents and Caltrans Approval
- ✓ Development & Approval of ITS Technologies Assessment and Selection of Valley-wide Technology Standards
- ✓ Development and Approval of Pivot Project
- ✓ Development and Approval of Pilot Projects
- ✓ Obtaining Federal Highway Administration (FHWA) Approvals (including Concept-Of-Operations (ConOps) and System Engineering Management Plan (SEMP)
- ✓ Development and Approval of Phase I Final Plans, Bid Documents, and Engineer's Estimates
- ✓ Development of Construction Management and Construction Inspection Request-For-Proposals (RFP)

- ✓ Systems Engineering and ConOps
- ✓ Cyber Security
- ✓ Data Management and Asset Management
- ✓ Broadband Communications

Coachella Valley Association of Governments (CVAG) Smart Region Program – Phase II (Coachella Valley, Riverside County, CA) – Systems Engineer. ADVANTEC has been awarded a second contract by CVAG to expand the development and implementation of **Smart Region Program** in the Coachella Valley. Phase II follows the guiding principles of the Phase I Program to prepare local agencies and CVAG for future emerging transportation technologies including connected vehicles, autonomous vehicles, big data, integrated corridor management (ICM), and Smart Cities initiatives; with an emphasis in the deployment of valley-wide intelligent transportation technologies, signal synchronization, and installation of Traffic Management Centers (TMC). Currently, **Phase II** of the program consists of major tasks including: Environmental, Preliminary Engineering, Technology Assessment and Evaluation (including Intelligent Transportation systems, Connected and Autonomous Vehicles, and Smart Cities), Systems Integrator Procurement and Design, Coordinating and Managing the Transportation Systems Management and Operations (TSM&O) Committee Meetings, grant application support, and maintenance of project website. Under the Phase II Program, ADVANTEC is preparing final design of eighteen (18) priority corridors, modification/expansion of ten (10) Traffic Management Centers (TMC), three (3) Data Aggregated Centers (DAC), and the Regional TMC. In addition, **Phase II includes upgrades of 245 traffic signal systems, installation/upgrade of approximately 95-miles of signal communications, and installation of various ITS field elements, including closed-circuit television systems, dynamic/changeable message signs, arterial management systems, detection systems, and C-V2X for vehicle-to-infrastructure (V2I) communications. Phase II also includes the planning, design and implementation of Broadband Communications along 21 corridors in the Coachella Valley.**

Intelligent Transportation Systems (ITS) Master Plan (Industry, CA) – Systems Engineer. ADVANTEC was selected by the City of Industry to provide an Intelligent Transportation Systems (ITS) Master Plan that addresses current legacy transportation technologies and provides a path for the City to plan, evaluate and integrate state-of-the-art and secured ITS technologies and a secured Ethernet communication system. This will provide the City real-time data and video for multi-modal mobility enhancement, safety, and improve the quality of life in the City. The ITS Master Plan will be used as a planning tool to prepare the City of Industry for future emerging multi-modal transportation technologies including a connectivity to the Los Angeles County Public Works Department Traffic Management Center (TMC), fiber optic and wireless communications secured networks, open architecture technologies, connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. The ITS Master Plan will be prepared using ITS Standards and it will be based on FHWA's ITS Architecture and requirements, including Concept-of-Operations and System Engineering Management Plan (SEMP). It will also, incorporate the requirements of the Los Angeles County ITS Architecture. The purpose of the ITS Master Plan is to provide the City with a roadmap that will help to design, implement, operate and maintain the next generation of smart multi-modal technologies.

Communication Master Plan (Riverside County, CA) – Systems Engineer. ADVANTEC is currently preparing a plan to provide all unincorporated western Riverside County traffic signals with data communication for the purpose of remote monitoring. The project's primary goal is to provide timely notification of power loss events so the traffic signal maintenance division can address them before the battery back-up units are exhausted. The intersections are grouped into tiers, with short-term and long-term communication strategies identified for each tier. Short-term strategies focus on leased/cellular facilities to minimize lead time. Long-term strategies focus on agency-owned communication to minimize recurring cost. As part of our role, ADVANTEC is coordinating with Riverside County's Information Technology group to ensure the recommendations are in conformance with County technology policy, and reaching out to vendors to advise County staff on available technology. Key features include:

- Traffic Signal Monitoring and Control
- Wireless and Fiber Optic Ethernet media
- Coordination with Enterprise IT staff
- Hardware and software vendor interfacing
- Cost estimating/budgeting for technology procurement
- Prioritization of intersections by need

Jose Guedes, TE

Project Manager/Task Leader

Jose Guedes is a project manager, senior engineer and the team leader in the Traffic Signal Operations and Synchronization practice for ADVANTEC. He has over 32 years experience in traffic forecast/modeling, traffic operations and engineering, including 23 years in traffic signal synchronization project management on over 2500 intersections. Some of his notable projects are as follows:

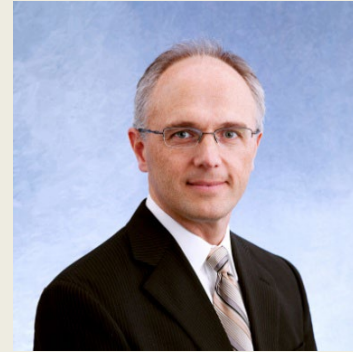
Nordahl Road Adaptive Traffic Control System Evaluation (San Marcos, CA) – Project Manager. ADVANTEC was selected by City of San Marcos to provide Traffic Engineering and ITS services as part of an On-Call contract. ADVANTEC has been assigned a Task Order for evaluation and deployment of an Adaptive Traffic Control System (ATCS) along Nordahl Road north of SR-78 in the City of San Marcos. The study includes 3 signalized intersections surrounding a major block store complex (Kohl's, Walmart, and Costco) and associated satellite businesses and restaurants. It was also determined that optional Caltrans SR-78 Ramp interchange signals, one signal in the adjacent agency of Escondido, and two more San Marcos intersections needed to be included in the analysis. The City of San Marcos has standardized on an ATC that has an Adaptive optional function that is peer to peer over Ethernet not requiring an intervening Advanced Traffic Management System. This provides a unique method of performing Adaptive operations for future ITS endeavors. Work is ongoing and expected to be completed in conjunction with a complementary ITS citywide infrastructure update.

Adaptive Traffic Control System – Systems Manager and Construction Manager (Culver City, CA) - Senior Engineer. Project consisted of coordination and monitoring the progress of implementation of ATCS including setup, installation, system integration, testing and commissioning. Ensure that all functional requirements for Culver City's Adaptive Traffic Control System that are defined in the "Concept of Operations" and "System Requirements" reports are properly met and implemented. ADVANTEC also assisted the City to develop an IP address scheme, reviewed updated signal timing parameters provided by contractor that are compliant with the latest version of California's Manual on Uniform Traffic Control Devices (CAMUTCD), reviewed and approved shop drawings, acceptance test plans, commissioning schedule, training agenda, and other documentations provided by contractor, and participated in the acceptance testing to verify that the system and functional requirements were met.

Adaptive Traffic Control System Evaluation Study (Lancaster, CA) - Project Manager. Project consisted of preparing an Evaluation Study to assist the City of Lancaster in selecting an Advanced Traffic Management System (ATMS), and to analyze the cost-effectiveness of deploying an Adaptive Traffic Control System (ATCS) at selected corridors. Project included: defining City's objectives, set up system presentations and evaluation, identify candidate corridors, identify infrastructure improvements, perform cost/benefit analysis, and prepare study report.

Adaptive Traffic Control System - Functional Specifications (Culver City, CA) – Project Engineer. Project included a technical review of current Adaptive Traffic Control Systems and review of City's existing infrastructure, development of cost-effective recommendations, preparation of Concept of Operations and System Requirements, development of Performance Specifications, preparation of request for proposal, development of Evaluation Scoring Criteria and assistance in evaluating adaptive system proposals.

Citywide Traffic Signal Operations (Chino Hills, CA) – Project Manager. ADVANTEC has provided traffic signal system monitoring and operations for City of Chino Hills, since 2010. Specific tasks include:



Registration:

Traffic Engineering, CA TR1861

Years of Experience: 32

Years with Firm: 12

Education:

M.S, Transportation Engineering,
University of California, Irvine, 1990

B. S., Civil Engineering,
Universidade de Sao Paulo, Brazil,
1986

Professional Affiliations:

Institute of Transportation
Engineers (ITE)

- **Central System Monitoring:** Check existing signal timing, functionality of each detector, and coordination parameters at least once a week or upon request by the City, either in the field (if signal is off-line), or at our office (if signal is on-line), within 24 hours from time of request.
- **Aries System Updating:** Update intersection graphical displays, detectors assignments, timing-plans, etc. to ensure all information is up-to-date and provide technical support.
- **Signal Timing:** Make minor adjustments of timing parameters, e.g. offsets, splits, timing plans, to improve and ensure traffic progression upon request by the City. Maintain signal timing charts in each cabinet and a copy submitted to the City's Engineering Department.
- **Data Management and System Communication:** perform upload and download of traffic data including, but not limited to, traffic volume counts and occupancy reports, from the signal controllers. Maintain communications between master controllers and central system.
- **Trouble Shooting:** As requested by the City, the consultant shall perform trouble shooting of a signal either in office, in the field, or both to address specifically reported problems. The consultant shall make recommendations for remediation to City staff and implement changes as approved by City staff.

ADVANTEC also performed additional services, on an as-needed basis, related to Traffic signal design and plan check, and Traffic signal construction management and inspection services.

Regional Arterial Traffic Performance Measurement System (Glendale, CA) - Project Manager. ADVANTEC was selected to conduct a citywide operational analysis and retiming project which included the development of a level of service model using Synchro software to be incorporated into the arterial traffic performance measurement system and allow for necessary operation timing adjustments. The Synchro model includes 157 signalized intersections and will be used to perform operational analysis of each traffic signal develop appropriate mitigation measures to maintain acceptable levels of service. The scope of work included: a) Collecting turning movement counts for AM, Midday and PM periods; b) Field inventory of existing lane configurations and signal phasing; d) Update timing parameters based on latest CA-MUTCD and city guidelines; e) Prepare intersection Level of Service model, using Synchro software, for all periods; f) Develop mitigation measures to maintain an acceptable Level of Service (LOS); g) Develop optimized Synchro timing, including recommended cycle lengths, splits and offsets for AM, Midday and PM; h) Implement and fine-tune synchronization timing plans at 50 locations; and i) Prepare Draft and Final Reports

Bear Valley Road Commercial Corridor Traffic Signal Operation Study (Apple Valley, CA) – Project Manager. The Town of Apple Valley selected ADVANTEC to analyze the current traffic signal operations and overall traffic patterns along the Bear Valley Road Commercial corridor and identify improvements to reduce delays and increase traffic flow. The study area was defined as the section of Bear Valley Road from the Town boundary on the west and the Westmont Drive signal on the east. In addition, the study included the intersections of Apple Valley Road at Pimlico Road and Jess Ranch Parkway at Marketplace Drive. The operational analysis included estimating operational levels of service, computer simulation, and analysis of collision history at each of the six intersections. The analysis of operational levels of service during AM, PM and Saturday peak traffic periods was conducted using the Highway Capacity Manual (HCM) and Intersection Capacity Utilization (ICU) methodologies. Existing traffic counts were collected, and Town of Apple Valley provided traffic signal plans, traffic signal controller timing sheets and collision data. A Synchro software model of the corridor was developed and used to: develop optimal synchronization timing plans and time-space diagrams, to estimate levels of service, perform queuing analysis and estimate performance of existing timing parameters.

2017 Corridor Operations Performance Report (OCTA, CA) – Project Manager. Orange County Transportation Authority (OCTA) initiated the Regional Signal Synchronization Program to improve corridor performance in Orange County by coordinating traffic signals across local agency boundaries. In order to monitor the long-term performance of the coordinated corridors and prioritize potential future coordination projects, OCTA developed a biannual corridor performance monitoring process in 2011 to conduct an evaluation of the corridor operational performance for arterials in the Orange County Signal Synchronization Network. The 2011 performance assessment was set as the baseline conditions for Orange County corridors. Two additional Corridor Operational Performance Reports were prepared in 2013 and 2015. This project involved performing floating car surveys on 90 arterial corridors, approximately 770 miles, throughout Orange County. Travel time surveys were collected using GPS devices during AM, Midday and PM peak hours. Data was then summarized, and operational performance was estimated using Corridor Synchronization Performance Index and compared to previous years.

Coachella Valley Association of Governments (CVAG) Regional Traffic Signal Synchronization Program – *Phase I and Phase II* (Coachella Valley, Riverside County, CA) - Signal Synchronization Task Leader. CVAG has embarked on a major effort to advance the development and implementation of Intelligent Transportation Systems Programs in the Coachella Valley with an emphasis in the development of a smart region and prepare the region for integration of current and upcoming multi-modal transportation technologies, and smart mobility programs. As part of this program, ADVANTEC developed the Regionwide ITS Master Plan that will be used as a planning tool to prepare local agencies and CVAG for future emerging transportation technologies including nine (9) Traffic Operation Centers (TOC), One (1) Regional Traffic Management Center(TMC), connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. ADVANTEC prepared final plans, specifications, and engineer's estimates (PS&E) for Phase I and Phase II. Phase I includes three major corridors and 138 signalized intersections, Phase II-A consist of 22 corridors and 245 signalized intersections; and Phase II-B consist of 49 corridors and 275 signalized intersections. ITS elements consist of open architecture and ***state-of-the-art 2070 and NEMA ATC units with Application Programming Interface (API), Openly sharing Management Information Base (MIBs) at no cost to CVAG***, Smart Closed-Circuit Television (CCCTV) systems with analytics, Arterial Performance Measurement Systems (APEMS), Changeable Message Signs (CMS), Video/Radar Detection Systems, and secured Ethernet fiber optic communications. ADVANTEC is currently developing new timing parameters and synchronization plans for 3 corridors in Phase I: Highway 111, Washington Street and Ramon Road.

Communication Master Plan, County of Riverside, CA – Project Manager. ADVANTEC is currently preparing a plan to provide all unincorporated western Riverside County traffic signals with data communication for the purpose of remote monitoring. The project's primary goal is to provide timely notification of power loss events so the traffic signal maintenance division can address them before the battery back-up units are exhausted. The intersections are grouped into tiers, with short-term and long-term communication strategies identified for each tier. Short-term strategies focus on leased/cellular facilities to minimize lead time. Long-term strategies focus on agency-owned communication to minimize recurring cost. As part of our role, ADVANTEC is coordinating with Riverside County's Information Technology group to ensure the recommendations are in conformance with County technology policy and reaching out to vendors to advise County staff on available technology. Key features include:

- Traffic Signal Monitoring and Control
- Wireless and Fiber Optic Ethernet media
- Cost estimating/budgeting for technology procurement
- Hardware and software vendor interfacing
- Prioritization of intersections by need
- Coordination with Enterprise IT staff

Los Alisos Boulevard Route Traffic Signal Synchronization and ITS Project (OCTA, Orange County, CA) - Project Manager. Funded by OCTA's Project P program, this project consisted of development of signal synchronization and ITS improvements along Aliso Viejo Parkway, Laguna Hills Drive, Paseo De Valencia, Los Alisos Boulevard and Melinda Road, (40 signals). ADVANTEC was selected to conduct this Design-Build project, which consists of updating timing parameters using latest CA-MUTCD, development of signal synchronization, design and installation of: Fiber-Optic cables, Radar vehicle detection, GPS-based preemption, CCTV cameras, and replacement of cabinets and controllers, in the cities of Aliso Viejo, Laguna Hills, Lake Forest, Mission Viejo and Rancho Santa Margarita. Project also included a two-year operation and monitoring phase, with monthly travel time surveys and synchronization timing monitoring.

Garden Grove Boulevard Traffic Signal Synchronization and ITS Project (OCTA, Orange County, CA) – Senior Engineer. This project was funded by OCTA's Regional Traffic Signal Synchronization Program (RTSSP), also known as Project P, and it consisted of development of signal synchronization and ITS improvements along Garden Grove Boulevard, from Valley View Street to Bristol Street (38 signals). This Design-Build project consists of updating timing parameters using latest CA-MUTCD, development of signal synchronization, and design and installation of: Fiber-Optic cables, Video vehicle detection, CCTV cameras, replacement of Video Wall at Traffic Management Center, and replacement of cabinets and controllers, in the cities of Westminster, Garden Grove, Orange and Santa Ana. Project also included a two-year operation and monitoring phase, with monthly travel time surveys and synchronization timing monitoring.

Ryan Miller

Project Engineer/Key Support Staff

Ryan Miller is a project engineer with experience in traffic engineering studies, traffic signal synchronization and operations, and ITS design. Ryan has 12 years of experience and has worked on multiple traffic signal synchronization studies. He is an expert in the use of Synchro, SimTraffic and Tru-Traffic software. His Traffic and Design software experience also includes AutoCAD, Civil3D, and MicroStation.

Traffic System Monitoring and Operations

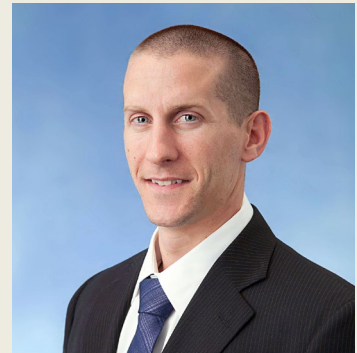
Citywide Traffic Signal Operations (Chino Hills, CA) – Project Engineer. ADVANTEC has provided traffic signal system monitoring and operations for City of Chino Hills, since 2010. Specific tasks include:

- **Central System Monitoring:** Check existing signal timing, functionality of each detector, and coordination parameters at least once a week or upon request by the City, either in the field (if signal is off-line), or at our office (if signal is on-line), within 24 hours from time of request.
- **Aries System Updating:** Update intersection graphical displays, detectors assignments, timing-plans, etc. to ensure all information is up-to-date and provide technical support.
- **Signal Timing:** Make minor adjustments of timing parameters, e.g. offsets, splits, timing plans, to improve and ensure traffic progression upon request by the City. Maintain signal timing charts in each cabinet and a copy submitted to the City's Engineering Department.
- **Data Management and System Communication:** perform upload and download of traffic data including, but not limited to, traffic volume counts and occupancy reports, from the signal controllers. Maintain communications between master controllers and central system.
- **Trouble Shooting:** As requested by the City, the consultant shall perform trouble shooting of a signal either in office, in the field, or both to address specifically reported problems. The consultant shall make recommendations for remediation to City staff and implement changes as approved by City staff.

ADVANTEC also performed additional services, on an as-needed basis, related to Traffic signal design and plan check, and Traffic signal construction management and inspection services.

Adaptive Traffic Control Systems

Adaptive Traffic Control System – Systems Manager and Construction Manager (Culver City, CA) - Engineer. Project consisted of coordination and monitoring the progress of implementation of ATCS including setup, installation, system integration, testing and commissioning. Ensure that all functional requirements for Culver City's Adaptive Traffic Control System that are defined in the "Concept of Operations" and "System Requirements" reports are properly met and implemented. ADVANTEC also assisted the City to develop an IP address scheme, reviewed updated signal timing parameters provided by contractor that are compliant with



Registration:

Engineer-in-Training (CA)

IMSA Certified Work Zone
Temporary Traffic Control
Technician, No. ZZ_129800

Years of Experience: 12

Years with Firm: 11

Education:

B.S., Civil Engineering,
California State Polytechnic
University, Pomona, 2009

Professional Affiliations:

Institute of Transportation
Engineers (ITE)

American Society of Civil
Engineering (ASCE)

Orange County Traffic
Engineers Committee (OCTEC)

the latest version of California's Manual on Uniform Traffic Control Devices (CAMUTCD), reviewed and approved shop drawings, acceptance test plans, commissioning schedule, training agenda, and other documentations provided by contractor, and participated in the acceptance testing to verify that the system and functional requirements were met.

Traffic Signal Synchronization and ITS

Garden Grove Blvd Regional Traffic Signal Synchronization Program (Orange County, CA) – Task Leader. Mr. Miller optimized the signal timing and coordination for the 43 signalized intersections along the Route for the various participating agencies (City of Westminster, City of Garden Grove, City of Orange, City of Santa Ana and Caltrans). He created the Synchro model for each time period. He analyzed and updated the existing yellow and red clearance timing and pedestrian timing to current California MUTCD standards. He performed implementation and fine-tuning of new coordination in the field. He also assisted with organizing the before and after travel time studies for the corridor.

Los Alisos Blvd Route Regional Traffic Signal Synchronization Program (Orange County, CA) – Task Leader. Mr. Miller optimized the signal timing and coordination for the 40 signalized intersections along the Route for the various participating agencies (City of Aliso Viejo, City of Laguna Hills, City of Lake Forest, City of Mission Viejo, Caltrans, and City of Rancho Santa Margarita). He created the Synchro model for each time period. He analyzed and updated the existing yellow and red clearance timing and pedestrian timing to current California MUTCD standards. He performed implementation and fine-tuning of new coordination in the field. He also assisted with organizing the before and after travel time studies for the route.

Fairview Road Corridor Traffic Signal Coordination Project (Costa Mesa, CA) – Project Engineer. The City of Costa Mesa, in partnership with the City of Santa Ana, was awarded a grant by the Orange County Transportation Authority (OCTA) Regional Traffic Signal Synchronization Program (RTSSP - Project P) for the Fairview Road Corridor Traffic Signal Coordination Project. The project includes coordinating traffic signal timing and providing necessary upgrades to traffic signal infrastructure including integration and improvements to monitor signals at City's Traffic Management Center. The Fairview Corridor contains 34 signals between Garden Grove Boulevard and Newport Boulevard and runs 8.5 miles crossing the jurisdictions of Costa Mesa, Santa Ana and Caltrans.

ADVANTEC was selected to conduct this Design-Build project, which consists of updating timing parameters using latest CA-MUTCD, development of signal synchronization (34 signals), and includes the design and installation of: wireless communications, Fiber-Optic cables, Radar vehicle detection, GPS-based preemption, CCTV cameras, and replacement of cabinets and controllers. Project also includes a two-year operation and monitoring phase, with monthly travel time surveys and synchronization timing monitoring.

Camino Vera Cruz Corridor Traffic Signal Synchronization Project (San Clemente, CA) – Project Engineer. The City of San Clemente has received funds from the Orange County Transportation Authority (OCTA) Regional Traffic Signal Synchronization Program (RTSSP - Project P) for the Camino Vera Cruz Corridor Traffic Signal Synchronization. The project includes coordinating traffic signal timing and designing upgrades to traffic signal infrastructure including integration and improvements to monitor signals at City's Traffic Management Center. The Camino Vera Cruz Corridor contains 5 signals between Camino De Los Mares and Avenida Vista Hermosa, and extends for approximately 1.5 miles within the City of San Clemente.

The project consists of updating timing parameters using latest CA-MUTCD, development of signal synchronization, and includes the design for installation of: Fiber-Optic cable, Ethernet switches, "Flashing Yellow" Left Turn Phasing, Radar vehicle detection, and replacement of controllers. Project also includes a two-year operation and monitoring phase, with monthly travel time surveys and synchronization timing monitoring.

Irvine Boulevard Regional Traffic Signal Synchronization Project (Irvine, CA) – Project Engineer. Project included signal synchronization of 28 signals along corridor, and implementation of new signal controllers into new Central System (Centracs). Project scope consisted of: calculation of new timing parameters (yellow clearance, pedestrian clearance, bicycle minimum green) in accordance to MUTCD; collection of 7-day ADT and turning movement counts; development of optimized synchronization timing plans for AM, Off-peak, Midday, PM and Evening periods; Before and After Study with video recording of travel runs; programming of new controllers; timing implementation and fine-tuning; and preparation of project final report. Project also included a two-year operation and monitoring phase, with monthly travel time surveys and synchronization timing monitoring.

Traffic Signal Coordination and Retiming (Lancaster, CA) - As an associate engineer, Ryan optimized the signal timing and coordination for 149 signals for the city of Lancaster and Caltrans. He enhanced the existing Synchro base model and the models for each time period. He analyzed and updated the existing yellow and red clearance timing and pedestrian timing to current California MUTCD standards. He assisted with performing implementation and fine-tuning in the field. He also assisted with organizing the before and after travel time studies for 16 corridors.

Downtown Traffic Signal Timing Study (Santa Monica, CA) - Ryan performed the signal timing coordination optimization for over 40 intersections in the closely spaced, downtown district. This also included adding pedestrian scramble phases at 12 locations.

Hollister Avenue Traffic Signal Synchronization (Goleta, CA) -As an associate engineer, Ryan performed the synchronization for the three closely spaced traffic signals along Hollister Avenue. He also assisted with the implementation and fine-tuning of the signal coordination.

Edinger Avenue Traffic Signal Synchronization and ITS Project (OCTA, Orange County, CA) – Assistant Engineer. Project consisted of development of signal synchronization (38 signals) and implementation of wireless communication, Ethernet-over-copper, Fiber-Optics, Bluetooth-based performance measures, vehicle detection, and cabinet replacements within the cities of Huntington Beach, Westminster, Fountain Valley, and Santa Ana. Mr. Miller developed the traffic modeling, using Synchro, for this corridor which stretches across 5 agencies and contains 38 intersections. Mr. Miller analyzed the existing conditions to determine system deficiencies, safety concerns, and any problematic operations/geometry.

Jeronimo Rd Traffic Signal Synchronization Project, OCTA (Orange County, CA) - As an assistant engineer, he assisted with creating the existing Synchro base model and new optimized signal timing. He analyzed and updated the existing pedestrian timing to current California MUTCD standards.

Seal Beach Blvd TMC & ITS Improvements (Seal Beach, CA) - Project Manager. ADVANTEC provided City-wide Turnkey project for the design and integration of new city-wide TMC and ITS improvements. The design-build project included installation of over six miles of fiber optic cable, 2070 controller upgrades, new high definition CCTV cameras, and relocation and expansion of an existing Traffic Management Center (TMC). New fiber optic links were designed and furnished by ADVANTEC through Caltrans I-405 Freeway overcrossing to connect the Northern part of the City. In addition, the traffic network emphasizes a redundant self-healing fiber backbone ring complete with VLAN and Layer 3 network switching capabilities. The project links three remote City buildings and provides seamless IP services to each; City Hall (TMC), Police Department (HUB) and City Yard facilities. As part of the project, the City IT Department is further leveraging the new City-wide Fiber Optic backbone to provide IT network intra-building communication at a reduced cost to the City. ADVANTEC developed updated signal timing and signal synchronization (15 signals), and also designed and managed construction (Design-Build) of Traffic Management Center, Fiber-Optics communications network, and ITS upgrades.

Madeleine Ortiz

Project Engineer/Key Support Staff

Ms. Madeline Ortiz is an Assistant Engineer with ADVANTEC. She has experience in Transportation and Traffic engineering which includes, but not limited to, traffic signal design, traffic signal synchronization, and transportation studies. Some of her notable projects are as follows:

Intelligent Transportation Systems

Inglewood Intelligent Transportation System (ITS) Phase V Project (Inglewood, CA) – Project Engineer. ADVANTEC is responsible for the preparation of plans, specifications and engineer's estimates (PS&E) for Intelligent Transportation Systems (ITS) upgrades, traffic signal equipment and detection upgrades, and traffic signal timing for this project. The purpose of this project is to enhance safety and mobility, and reduce environmental impacts of motorists by expanding the City's current central traffic control system and communications system. This will be accomplished by installing new fiber optic communication links, implementing advanced ITS technologies, and providing traffic signal controller and equipment upgrades. In addition, the new fiber optic communication links will tie into the existing communications infrastructure, and it will tie into other ongoing ITS projects in order to fail-proof the system (i.e. communication redundancy), and to effectively manage traffic from the TMC during the typical day or for other special events along major corridors throughout the City.

The project improvements include, but not limited to, new closed circuit television (CCTV) cameras, new changeable message signs (CMS), 2070 traffic signal controller and equipment upgrades, new communication hubs, and fiber optic communications along five corridors. All ITS devices and traffic signals will be integrated to the City's Traffic Management Center (TMC) where all systems can be managed and controlled by the TMC operator(s). This project also includes phase diagrams and traffic signal timing sheets and providing construction support services throughout the bidding and construction phases.

Citywide Smart City Projects (Huntington Beach, CA) – Project Engineer. ADVANTEC provided Systems Engineering and design services (PS&E) for various projects in the City of Huntington Beach. The projects included ITS upgrades at these locations:

- City Hall to the downtown area and City building and facilities
- Oak View Community Center and City Well Site
- City Hall to Utility Yard
- TS Signal Upgrades along Garfield Avenue



Registration:

Engineer-in-Training (CA)

IMSA Certified Work Zone
Temporary Traffic Control
Technician, No. ZZ_122805

Years of Experience: 8

Years with Firm: 5

Education:

B.S., Civil Engineering,
University of California, Irvine,
2016

Professional Affiliations:

American Society of Civil
Engineers (ASCE)
Institute of Transportation
Engineers (ITE)

The projects consisted of installing fiber optic cable and conduit, traffic signal controllers, and ethernet switches. ADVANTEC also ensured network improvements were compatible, expandable, and scalable for the City's traffic management and monitoring systems, and for the City's Information Technology (IT) network. This included fiber assignments and management, connectivity, and setup of virtual local area networks (VLAN), and internet protocol (IP) addressing. This configuration was established to virtually separate data/video from the traffic and ITS infrastructure, and the data/information/video from City's buildings and facilities. Strategies were also implemented for cyber security and redundant communications. These projects were strategic to the City's Fiber and Communications Master Plan and expanded their fiber optic infrastructure to the various areas throughout the City. These projects required close coordination with the City's IT staff and building department during the design, and network development stages. In addition, coordination with Caltrans was required to obtain encroachment permits for the work along Pacific Coast Highway and Beach Boulevard.

Coachella Valley Association of Governments (CVAG) Smart Region Program – Phase I (Coachella Valley, Riverside County, CA) – Project Engineer. CVAG has embarked on a major effort to advance the development and implementation of Intelligent Transportation Systems Programs in the Coachella Valley with an emphasis in the development of a smart region and prepare the region for integration of current and upcoming multi-modal transportation technologies, and smart mobility programs. As part of this program, ADVANTEC developed the Regionwide ITS Master Plan that will be used as a planning tool to prepare local agencies and CVAG for future emerging transportation technologies including nine (9) Traffic Operation Centers (TOC), One (1) Regional Traffic Management Center(TMC), connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. The work consists of thirty-five major tasks including: CVAG Traffic Signal Interconnect Master Plan, System Engineering Management Plan (SEMP), Concept of Operations (ConOps) and Strategic Deployment Plan, System Requirements, Environmental, Preliminary Engineering, Technology Assessment and Evaluation (including Intelligent Transportation systems, CAV, and Smart Cities), Systems Integrator Procurement and Design, System Implementation, Construction Management and Inspection, Traffic Signal Synchronization, Operations and Maintenance, and preparation of project website. ADVANTEC prepared final plans, specifications, and engineer's estimates (PS&E) for Phase I and includes three major corridors and 138 signalized intersections. ITS elements consist of open architecture and ***state-of-the-art 2070 and NEMA ATC units with Application Programming Interface (API), Openly sharing Management Information Base (MIBs) at no cost to CVAG***, Smart Closed-Circuit Television (CCCTV) systems with analytics, Arterial Performance Measurement Systems (APEMS), Changeable Message Signs (CMS), Video/Radar Detection Systems, secured Ethernet fiber optic communications and the Regional TMC and nine (9) local TOCs. Phase II-A consist of 22 corridors and 245 signalized intersections; and Phase II-B consist of 49 corridors and 275 signalized intersections. ADVANTEC formed a Transportation Systems Management and Operations (TSM&O) Working Group formed of CVAG staff, and county and cities staff to provide education materials, facilitate project delivery, approval of regionwide technology standards, and development of the cooperative agreement. ADVANTEC has provided presentations to multiple decision makers that are part of the various Transportation Committees and Executive Committee at CVAG. The Master Plan and Cooperative Agreement were approved by two transportation committees; and by the Executive Committee. ADVANTEC was committed and provided the following milestone deliverables to CVAG:

- ✓ Development & Approval of the Intelligent Transportation System (ITS) Master Plan and Update
- ✓ Development & Approval of Projects' Descriptions and Priority Corridors
- ✓ Development & Approval of Agencies' Participating Agreement

- ✓ Development & Approval of Environmental Documents and Caltrans Approval
- ✓ Development & Approval of ITS Technologies Assessment and Selection of Valley-wide Technology Standards
- ✓ Development and Approval of Pivot Project
- ✓ Development and Approval of Pilot Projects
- ✓ Obtaining Federal Highway Administration (FHWA) Approvals (including Concept-Of-Operations (ConOps) and System Engineering Management Plan (SEMP)
- ✓ Development and Approval of Phase I Final Plans, Bid Documents, and Engineer's Estimates
- ✓ Development of Construction Management and Construction Inspection Request-For-Proposals (RFP)

Coachella Valley Association of Governments (CVAG) Smart Region Program – *Phase II* (Coachella Valley, Riverside County, CA) – Project Engineer. ADVANTEC has been awarded a second contract by CVAG to expand the development and implementation of **Smart Region Program** in the Coachella Valley. Phase II follows the guiding principles of the Phase I Program to prepare local agencies and CVAG for future emerging transportation technologies including connected vehicles, autonomous vehicles, big data, integrated corridor management (ICM), and Smart Cities initiatives; with an emphasis in the deployment of valley-wide intelligent transportation technologies, signal synchronization, and installation of Traffic Management Centers (TMC). Currently, **Phase II** of the program consists of major tasks including: Environmental, Preliminary Engineering, Technology Assessment and Evaluation (including Intelligent Transportation systems, Connected and Autonomous Vehicles, and Smart Cities), Systems Integrator Procurement and Design, Coordinating and Managing the Transportation Systems Management and Operations (TSM&O) Committee Meetings, grant application support, and maintenance of project website. Under the Phase II Program, ADVANTEC is preparing final design of eighteen (18) priority corridors, modification/expansion of ten (10) Traffic Management Centers (TMC), three (3) Data Aggregated Centers (DAC), and the Regional TMC. In addition, ***Phase II includes upgrades of 245 traffic signal systems, installation/upgrade of approximately 95-miles of signal communications, and installation of various ITS field elements, including closed-circuit television systems, dynamic/changeable message signs, arterial management systems, detection systems, and C-V2X for vehicle-to-infrastructure (V2I) communications. Phase II also includes the planning, design and implementation of Broadband Communications along 21 corridors in the Coachella Valley.***

Traffic Signal Design

Traffic Signal Upgrades (HSIP Cycle 9) Project (Oceanside, CA) – Project Engineer. This project consists of providing traffic engineering and environmental services for the preparation of plans, specifications, and estimates (PS&E) for 93 signalized locations including construction support and environmental documentation and approvals for the City's Traffic Signal Upgrades (HSIP Cycle 9) project. Project improvements will be provided at 93 signalized intersections including the new pedestrian countdown heads, ADA compliant audible pedestrian push button systems, and upgrading existing to new advanced transportation controllers (ATC). The implementation of these improvements will enhance active transportation, multimodal mobility, safety, and operational efficiency at signalized intersections, especially for pedestrians and bicyclists. As part of the project improvements, ADVANTEC is assisting the City with a transition plan including procurement and installation of a new Advanced Traffic Management System (ATMS). This includes analyzing Citywide communications to determine how communications from each signal will be brought back to the City's Traffic Management Center (TMC). As part of this project, we provided a detailed preliminary cost analysis to ensure any additional grant funds can be used towards the project. This includes, but not limited to, new communications devices, such as managed Ethernet switches over fiber and copper. We are also assisting the City, on the planning side, to determine the how existing communications will be modified at each signal—this includes system architecture diagrams with typical improvements.

Jonathan Delgado, PE

Project Engineer/Key Support Staff

Mr. Jonathan Delgado is a Project Engineer with ADVANTEC, and knows the road to success. With ten (10) years of experience as a Transportation Engineer, he is very comfortable working both in the office and out in the field. He is proficient in AutoCAD®, Civil 3D®, Microstation®, Synchro 11, Tru-Traffic, HCS 2010™, Adobe® Illustrator, Microsoft® Office Suite, and Google Earth GIS. His vast experience includes ITS design, highway, bicycle facility, signal timing, parking lot, and intersection projects throughout Southern California. His fluency in Spanish has also helped him to serve in multiple project roles, including field work in Houston following Hurricane Harvey.

Mr. Delgado is also heavily involved in the Institute of Transportation Engineers, having served as co-vice president (external) for the UCI student chapter. He is also a member of Toastmasters International and served as the Sergeant-at-Arms for the Stantec chapter. He regularly attends both OCTEC and ITE meetings to see what new traffic engineering technology is being developed, as well as what new projects are being constructed throughout Southern California. Finally, he has received an International Municipal Signal Association (IMSA) Work Zone Temporary Traffic Control Technician Certification. The following provides a summary of Mr. Delgado's successful project deliveries to clients over the past 10 years:

Intelligent Transportation Systems (ITS) Master Plan (Pico Rivera, CA) –

Project Engineer. ADVANTEC was selected by the City of Pico Rivera to provide an Intelligent Transportation Systems (ITS) Master Plan that addresses current legacy transportation technologies and provides a path for the City to plan, evaluate and integrate state-of-the-art and secured ITS technologies and a secured Ethernet communication system. This will provide the City real-time data and video for multi-modal mobility enhancement, safety, and improve the quality of life in the City. The ITS Master Plan will be used as a planning tool to prepare the City of Pico Rivera for future emerging multi-modal transportation technologies including, fiber optic and wireless communications secured networks, open architecture technologies, connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. The ITS Master Plan will be prepared based on FHWA's ITS Architecture and requirements, including Concept-of-Operations and System Engineering Management Plan (SEMP). It will also, incorporate the requirements of the Los Angeles County ITS Architecture. The purpose of the ITS Master Plan is to provide the City with a roadmap that will help to design, implement, operate and maintain the next generation of smart multi-modal technologies.

Coachella Valley Association of Governments (CVAG) Smart Region Program – Phase I (Coachella Valley, Riverside County, CA) - Project Engineer. CVAG has embarked on a major effort to advance the development and implementation of Intelligent Transportation Systems Programs in the Coachella Valley with an emphasis



Registration:

Civil Engineer: C091490

Years of Experience: 10

Years with Firm: 5

Education:

B.S., Civil Engineering,
University of California, Irvine,
2013

Professional Affiliations:

Institute of Transportation
Engineers – Co-Scribe of ITE
SoCal Section
Co-Vice President (at UCI)

Orange County Traffic
Engineering Council (OCTEC)

American Society of Civil
Engineers - Member

Toastmasters International -
Sergeant-at-Arms

in the development of a smart region and prepare the region for integration of current and upcoming multi-modal transportation technologies, and smart mobility programs. As part of this program, ADVANTEC developed the Regionwide ITS Master Plan that will be used as a planning tool to prepare local agencies and CVAG for future emerging transportation technologies including nine (9) Traffic Operation Centers (TOC), One (1) Regional Traffic Management Center(TMC), connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. The work consists of thirty-five major tasks including: CVAG Traffic Signal Interconnect Master Plan, System Engineering Management Plan (SEMP), Concept of Operations (ConOps) and Strategic Deployment Plan, System Requirements, Environmental, Preliminary Engineering, Technology Assessment and Evaluation (including Intelligent Transportation systems, CAV, and Smart Cities), Systems Integrator Procurement and Design, System Implementation, Construction Management and Inspection, Traffic Signal Synchronization, Operations and Maintenance, and preparation of project website. ADVANTEC prepared final plans, specifications, and engineer's estimates (PS&E) for Phase I and includes three major corridors and 138 signalized intersections. ITS elements consist of open architecture and ***state-of-the-art 2070 and NEMA ATC units with Application Programming Interface (API), Openly sharing Management Information Base (MIBs) at no cost to CVAG***, Smart Closed-Circuit Television (CCCTV) systems with analytics, Arterial Performance Measurement Systems (APEMS), Changeable Message Signs (CMS), Video/Radar Detection Systems, secured Ethernet fiber optic communications and the Regional TMC and nine (9) local TOCs. Phase II-A consist of 22 corridors and 245 signalized intersections; and Phase II-B consist of 49 corridors and 275 signalized intersections. ADVANTEC formed a Transportation Systems Management and Operations (TSM&O) Working Group formed of CVAG staff, and county and cities staff to provide education materials, facilitate project delivery, approval of regionwide technology standards, and development of the cooperative agreement. ADVANTEC has provided presentations to multiple decision makers that are part of the various Transportation Committees and Executive Committee at CVAG. The Master Plan and Cooperative Agreement were approved by two transportation committees; and by the Executive Committee. ADVANTEC was committed and provided the following milestone deliverables to CVAG:

- ✓ Development & Approval of the Intelligent Transportation System (ITS) Master Plan and Update
- ✓ Development & Approval of Projects' Descriptions and Priority Corridors
- ✓ Development & Approval of Agencies' Participating Agreement
- ✓ Development & Approval of Environmental Documents and Caltrans Approval
- ✓ Development & Approval of ITS Technologies Assessment and Selection of Valley-wide Technology Standards
- ✓ Development and Approval of Pivot Project
- ✓ Development and Approval of Pilot Projects
- ✓ Obtaining Federal Highway Administration (FHWA) Approvals (including Concept-Of-Operations (ConOps) and System Engineering Management Plan (SEMP)
- ✓ Development and Approval of Phase I Final Plans, Bid Documents, and Engineer's Estimates
- ✓ Development of Construction Management and Construction Inspection Request-For-Proposals (RFP)
- ✓ Systems Engineering and ConOps
- ✓ Cyber Security
- ✓ Data Management and Asset Management
- ✓ Broadband Communications

Coachella Valley Association of Governments (CVAG) Smart Region Program – *Phase II* (Coachella Valley, Riverside County, CA) - Project Engineer. ADVANTEC has been awarded a second contract by CVAG to expand the development and implementation of **Smart Region Program** in the Coachella Valley. Phase II follows the guiding principles of the Phase I Program to prepare local agencies and CVAG for future emerging transportation technologies including connected vehicles, autonomous vehicles, big data, integrated corridor management (ICM), and Smart Cities initiatives; with an emphasis in the deployment of valley-wide intelligent transportation technologies, signal synchronization, and installation of Traffic Management Centers (TMC). Currently, **Phase II** of the program consists of major tasks including: Environmental, Preliminary Engineering, Technology Assessment and Evaluation (including Intelligent Transportation systems, Connected and Autonomous Vehicles, and Smart Cities), Systems Integrator Procurement and Design, Coordinating and Managing the Transportation Systems Management and Operations (TSM&O) Committee Meetings, grant application support, and maintenance of project website. Under the Phase II Program, ADVANTEC is preparing final design of eighteen (18) priority corridors, modification/expansion of ten (10) Traffic Management Centers (TMC), three (3) Data Aggregated Centers (DAC), and the Regional TMC. In addition, ***Phase II includes upgrades of 245 traffic signal systems, installation/upgrade of approximately 95-miles of signal communications, and installation of various ITS field elements, including closed-circuit television systems, dynamic/changeable message signs, arterial management systems, detection systems, and C-V2X for vehicle-to-infrastructure (V2I) communications. Phase II also includes the planning, design and implementation of Broadband Communications along 21 corridors in the Coachella Valley.***

Inglewood Intelligent Transportation System (ITS) Phase V Project (Inglewood, CA)– Design Engineer. ADVANTEC was responsible for the preparation of plans, specifications and engineer's estimates (PS&E) for Intelligent Transportation Systems (ITS) upgrades, traffic signal equipment and detection upgrades, and traffic signal timing for this crucial project. The purpose of this project was to enhance safety and mobility, and reduce environmental impacts of motorists by expanding the City's current central traffic control system and communications system. This was accomplished by installing new fiber optic communication links, implementing advanced ITS technologies, and providing traffic signal controller and equipment upgrades. In addition, the new fiber optic communication links tied into the existing communications infrastructure, as well as other ongoing ITS projects in order to fail-proof the system (i.e. communication redundancy). This allowed effective traffic management from the TMC during a typical day or for other special events along major corridors throughout the City.

The project improvements included:

- New closed circuit television (CCTV) cameras
- New changeable message signs (CMS)
- 2070 traffic signal controller and equipment upgrades
- New communication hubs
- Fiber optic communications along five corridors.

All ITS devices and traffic signals were integrated to the City's Traffic Management Center (TMC) where all systems could be managed and controlled by the TMC operator(s). This project also included phase diagrams and traffic signal timing sheets. Construction support services were provided throughout the bidding and construction phases.

Bryan Elenes

Project Engineer/ Key Support Staff

Mr. Bryan Elenes is a Project Engineer with ADVANTEC with over 8 years of experience in Traffic Engineering and Operations. Mr. Elenes' Traffic expertise encompasses traffic signal timing, traffic management system, and Intelligent Transportation Systems (ITS) projects which have improved transportation mobility in Southern California. He has experience with projects related to coordinating of major arterials, traffic signal modification, roadway signing and striping, traffic studies, and freeway guide sign installations. His traffic operations experience encompasses travel-time studies, traffic monitoring, and uploading/downloading signal timing from Traffic Management Centers (TMC's). The following provides a summary of some of Mr. Elenes' notably successful projects:

Traffic Signal Communications Master Plan (Escondido, CA) – Project Engineer. ADVANTEC is responsible for preparing a citywide Traffic Signal Communications Master Plan that includes, but not limited to, an inventory of existing traffic signal and communications infrastructure, recommendations for up-to-date traffic signal and communications technologies, identification and phased implementation of near-term to long-term projects, and a recommended asset management plan. The Traffic Signal Master Plan will be used as a planning tool to prepare the City of Escondido for future emerging multi-modal transportation technologies including a Traffic Management Center (TMC), fiber optic communications secured network, open architecture technologies, connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. The Traffic Signal Master Plan will be prepared using ITS Standards and it will be based on FHWA's ITS Architecture and requirements, including Concept-of-Operations and System Engineering Management Plan (SEMP). In addition, ***The Traffic Signal Master Plan will incorporate the vision of SANDAG's 2021 Regional Plan to prepare the City of Escondido to enhance connectivity, increase safety and sustainability, and improve the quality of live in the region.***

Coachella Valley Association of Governments (CVAG) Smart Region

Program – Regional Broadband Communications (Coachella Valley, Riverside County, CA) - Project Engineer. As part of the Region's Smart Region Program, ADVANTEC is providing planning and design professional services for the implementation of Broadband Communications along 24 Corridors in the Coachella Valley. The first project is funded by the State of California Middle Mile Grant to design Broadband Communications along Highway 111 from the cities of Palm Springs to Coachella. ADVANTEC is supporting CVAG to extend the region's broadband program to the Salton Sea.



Registration:

Engineer-in-Training (CA)
#159173

IMSA – Work Zone Temporary
Traffic Control Technician

Years of Experience: 8

Years with Firm: 5

Education:

B.S., Civil Engineering,
University of California Irvine,
2015

Professional Affiliations:

Institute of Transportation
Engineers (ITE)

Orange County Traffic
Engineering Council (OCTEC)

Coachella Valley Association of Governments (CVAG) Smart Region Program – *Phase I* (Coachella Valley, Riverside County, CA) - Project Engineer. CVAG has embarked on a major effort to advance the development and implementation of Intelligent Transportation Systems Programs in the Coachella Valley with an emphasis in the development of a smart region and prepare the region for integration of current and upcoming multi-modal transportation technologies, and smart mobility programs. As part of this program, ADVANTEC developed the Regionwide ITS Master Plan that will be used as a planning tool to prepare local agencies and CVAG for future emerging transportation technologies including nine (9) Traffic Operation Centers (TOC), One (1) Regional Traffic Management Center(TMC), connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. The work consists of thirty-five major tasks including: CVAG Traffic Signal Interconnect Master Plan, System Engineering Management Plan (SEMP), Concept of Operations (ConOps) and Strategic Deployment Plan, System Requirements, Environmental, Preliminary Engineering, Technology Assessment and Evaluation (including Intelligent Transportation systems, CAV, and Smart Cities), Systems Integrator Procurement and Design, System Implementation, Construction Management and Inspection, Traffic Signal Synchronization, Operations and Maintenance, and preparation of project website. ADVANTEC prepared final plans, specifications, and engineer's estimates (PS&E) for Phase I and includes three major corridors and 138 signalized intersections. ITS elements consist of open architecture and ***state-of-the-art 2070 and NEMA ATC units with Application Programming Interface (API), Openly sharing Management Information Base (MIBs) at no cost to CVAG***, Smart Closed-Circuit Television (CCCTV) systems with analytics, Arterial Performance Measurement Systems (APEMS), Changeable Message Signs (CMS), Video/Radar Detection Systems, secured Ethernet fiber optic communications and the Regional TMC and nine (9) local TOCs. Phase II-A consist of 22 corridors and 245 signalized intersections; and Phase II-B consist of 49 corridors and 275 signalized intersections. ADVANTEC formed a Transportation Systems Management and Operations (TSM&O) Working Group formed of CVAG staff, and county and cities staff to provide education materials, facilitate project delivery, approval of regionwide technology standards, and development of the cooperative agreement. ADVANTEC has provided presentations to multiple decision makers that are part of the various Transportation Committees and Executive Committee at CVAG. The Master Plan and Cooperative Agreement were approved by two transportation committees; and by the Executive Committee. ADVANTEC was committed and provided the following milestone deliverables to CVAG:

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- ✓ Development of Construction Management and Construction Inspection Request-For-Proposals (RFP) Systems Engineering and ConOps
- ✓ Cyber Security
- ✓ Data Management and Asset Management
- ✓ Broadband Communications

Coachella Valley Association of Governments (CVAG) Smart Region Program – *Phase II* (Coachella Valley, Riverside County, CA) - Project Engineer. ADVANTEC has been awarded a second contract by CVAG to expand the development and implementation of **Smart Region Program** in the Coachella Valley. Phase II follows the guiding principles of the Phase I Program to prepare local agencies and CVAG for future emerging transportation technologies including connected vehicles, autonomous vehicles, big data, integrated corridor management (ICM), and Smart Cities initiatives; with an emphasis in the deployment of valley-wide intelligent transportation technologies, signal synchronization, and installation of Traffic Management Centers (TMC). Currently, **Phase II** of the program consists of major tasks including: Environmental, Preliminary Engineering, Technology Assessment and Evaluation (including Intelligent Transportation systems, Connected and Autonomous Vehicles, and Smart Cities), Systems Integrator Procurement and Design, Coordinating and Managing the Transportation Systems Management and Operations (TSM&O) Committee Meetings, grant application support, and maintenance of project website. Under the Phase II Program, ADVANTEC is preparing final design of eighteen (18) priority corridors, modification/expansion of ten (10) Traffic Management Centers (TMC), three (3) Data Aggregated Centers (DAC), and the Regional TMC. In addition, **Phase II includes upgrades of 245 traffic signal systems, installation/upgrade of approximately 95-miles of signal communications, and installation of various ITS field elements, including closed-circuit television systems, dynamic/changeable message signs, arterial management systems, detection systems, and C-V2X for vehicle-to-infrastructure (V2I) communications. Phase II also includes the planning, design and implementation of Broadband Communications along 21 corridors in the Coachella Valley.**

Intelligent Transportation Systems (ITS) Master Plan (Industry, CA) – Project Engineer. ADVANTEC was selected by the City of Industry to provide an Intelligent Transportation Systems (ITS) Master Plan that addresses current legacy transportation technologies and provides a path for the City to plan, evaluate and integrate state-of-the-art and secured ITS technologies and a secured Ethernet communication system. This will provide the City real-time data and video for multi-modal mobility enhancement, safety, and improve the quality of life in the City. The ITS Master Plan will be used as a planning tool to prepare the City of Industry for future emerging multi-modal transportation technologies including a connectivity to the Los Angeles County Public Works Department Traffic Management Center (TMC), fiber optic and wireless communications secured networks, open architecture technologies, connected and automated vehicles (CAV), Big Data, integrated corridor management (ICM), Mobility-as-a-Service (MaaS), Mobility on Demand (MOD), and Smart Cities initiatives. The ITS Master Plan will be prepared using ITS Standards and it will be based on FHWA's ITS Architecture and requirements, including Concept-of-Operations and System Engineering Management Plan (SEMP). It will also, incorporate the requirements of the Los Angeles County ITS Architecture. The purpose of the ITS Master Plan is to provide the City with a roadmap that will help to design, implement, operate and maintain the next generation of smart multi-modal technologies.

Jason Reynolds

Environmental Services/ Task Leader

Mr. Reynolds is the Transportation Market Leader and a Senior CEQA/NEPA Environmental Manager with Dudek. His responsibilities have included both conducting and managing CEQA/NEPA based delivery across a broad range of project types at differing scales and complexities. His experience includes concept development, feasibility analysis, community block improvements, local roadway and intersection improvements, interchanges, grade separations, bridges, light rail, passenger rail, and high-speed rail. He leverages experience taking-on a project at any stage - from inception through the bid and award process and into construction successfully. Mr. Reynolds previously served as the Branch Chief/Senior Environmental Planner for Caltrans District 11.



Years of Experience: 28

Years with Firm: 3

Education:

B.S. City & Regional Planning,
California Polytechnic State
University – San Luis Obispo,
1994

Professional Affiliations:

San Diego Transportation
Development Association
Association of Environmental
Professionals

Relevant Experience:

Coachella Valley Association of Governments Regional Traffic Signal Interconnection Project, Advantec, Riverside County, California. Mr. Reynolds is serving as environmental and contract manager, specifically providing coordination and collaboration between the consultant team, CVAG, and Caltrans – District 8 Local Assistance and Environmental Divisions. Mr. Reynolds is also providing internal support, oversight, and quality control for the preparation of a Preliminary Environmental Study (PES) Form and CEQA/NEPA Compliance document for the City's regional traffic safety and interconnection project in Riverside County. The project involves upgrades to hundreds of intersections, installation of miles of communication conduit, and various other safety and circulation improvements.

Oceanside Highway Safety Improvement Program (HSIP), Advantec, City of Oceanside, California. Mr. Reynolds is serving as environmental and contract manager, specifically providing coordination and collaboration between the consultant team, the City, and Caltrans – District 11 Local Assistance and Environmental Divisions. Mr. Reynolds is also providing internal support, oversight, and quality control for the preparation of a Preliminary Environmental Study (PES) Form and CEQA/NEPA Compliance document for a citywide traffic safety and interconnection project in the City of Oceanside. The project involves upgrades around 100 intersections and various other safety and circulation improvements throughout the city.

Traffic Signals and ADA Ramps Improvements (HSIP Cycle 9) Project, Advantec, City of Cathedral City, California. Mr. Reynolds is serving as environmental and contract manager, specifically providing coordination and collaboration between the consultant team, the City, and Caltrans – District 8 Local Assistance and Environmental Divisions. Mr. Reynolds is also providing internal support, oversight, and quality control for the preparation of a Preliminary Environmental Study (PES) Form and CEQA/NEPA Compliance document for a traffic safety and signal improvements project in the City of Cathedral City. The project involves improving safety and visibility of the traffic signals by installing American with Disabilities Act (ADA) compliant pedestrian ramps, upgrading traffic signal equipment and signing/stripping to the latest standards, protective/permissive or protected left turn phasing, installation of new countdown pedestrian heads, pedestrian push buttons, and installation of advanced dilemma zone detection for high speed approaches at ten (10) signalized intersections.

Project Director/Quality Manager, Manhattan Beach Blvd and Peck Avenue Intelligent Traffic Signal Improvement Project, City of Manhattan Beach, California. Mr. Reynolds is serving as the project director and providing quality

review/oversight of the environmental deliverables, which include analysis and documentation consistent with the Caltrans Local Assistance Procedures Manual. Specific services currently underway include summary analysis and preparation of the Preliminary Environmental Study (PES) Form with pending NEPA Categorical Exclusion and CEQA Categorical Exemption approvals. Under Mr. Reynolds direction, Dudek is providing the appropriate level of documentation on baseline conditions, a detailed project description, and impact analysis that will result in fewer Caltrans comments and expedited approval of the PES and Categorical Exemption/Exclusion. Dudek is also providing coordination support for the ongoing interactions between the City, Caltrans, and stakeholders.

Project Manager, Interstate 210, Phase II, III and IV Soundwall Projects, City of La Canada-Flintridge, California.

Mr. Reynolds is serving as the project/environmental manager for analysis, documentation, and approval of these three soundwall projects. These services include coordination with and approval from Caltrans, District 7 covering biology (NESMI), tree survey, noise, air quality, hazardous materials, cultural, and the Categorical Exemption/Exclusion for CEQA/NEPA approval. For Phase III, Jason successfully advocated for the City and negotiated the project's documentation requirements away from Caltrans' initial indication that a full biological report (NES), CEQA IS/MND, and NEPA EA/FONSI were going to be required for approval. Through Jason's experience as the District 11 Branch Chief for Local Assistance and the Dudek team's analysis expertise, he was able to present sound arguments, supported by a technical and contextual understanding, along with procedural expertise that avoided those more complex and time-consuming efforts. The Phase II and IV efforts are progressing along the same analysis and approval pathways.

West Mission Bay Drive Bridge Replacement, City of San Diego, (San Diego, CA) Project/Environmental Manager.

Directed the environmental analysis and documentation process, including completion of the Final NEPA Environmental Assessment/Finding of No Significant Impact (EA/FONSI). Provided direct support to the City of San Diego's CEQA Initial Study/Mitigated Negative Declaration (IS/MND) approval process. Directed multiple consultation meetings with local, state, and federal resource agencies regarding regulatory permitting. These efforts provided additional guidance on jurisdictional impacts, construction timing, temporary impacts, and resource protections for each agency. Key issues included construction activities within the San Diego River Channel/Southern Wildlife Preserve, maintaining the daily tidal prism and westerly river flow during construction, visual impacts, water quality, traffic, and endangered species impacts. Oversaw preparation for the value analysis/value engineering process. Coordinated the environmental resource presentation components and during the PS&E stage, directed the regulatory permitting application process, concept mitigation plan development, and the NEPA revalidation.

Century Boulevard Redevelopment Project (Inglewood, California) – Project Director. Directed the comprehensive technical analysis and environmental documentation for the proposed reconfiguration of Century Boulevard. The project improvements involved a road diet to reduce the existing six-lane Century Boulevard to four lanes from Inglewood Avenue to Prairie Avenue and from 8th Avenue to Van Ness Avenue, add exclusive right- and left-turn lanes, install raised landscaped medians, provide traffic signal and street light upgrades, enhance pedestrian facilities through crosswalk and sidewalk improvements, improve bus shelters, and enhance parkway landscaping. Key technical analysis requirements included independent studies for cultural and visual resources, air quality and noise impacts, water quality, land use, traffic, and hazardous materials. Jason also provided active coordination and CEQA/NEPA analysis and approvals between the City of Inglewood and Caltrans District 7.

Ricky Chan, PE, TE, PTOE

Traffic Engineer/Support Staff

Ricky has 23 years of experience in transportation, traffic, and municipal engineering projects. Ricky is highly organized and manages projects using a hands-on style. He maintains close communication with clients and follows-through on tasks leading to project delivery. Ricky has worked on a variety of roadway, bikeway, and traffic related projects as well as site projects. Experience includes roadway geometrics, intersection widening, local street design, utility coordination, traffic engineering including design of signals, signing and striping, and traffic control design, construction inspection of traffic signal systems, and communication systems design, federal funding management, and PS&E projects.

Project Experience:

Los Olivos Phase 2 in Planning Area 39 (PA39) (Irvine, CA) – Traffic Engineer for providing final traffic engineering design services for both onsite and offsite improvements for the Los Olivos Phase 2 project. The project included developing 500 acres of land (formerly Irvine Meadow Amphitheatre) into a 1,950-luxury apartment complex, building various local streets, widening Irvine Center Drive and Bake. Services included field investigation, traffic signal (5 locations), signal communication (3 miles), street lighting, stage construction and traffic handling, shop drawing review, and construction support.

Interstate-15/State Route 79 South Ultimate Interchange Improvements (Temecula, CA) – Traffic Engineer for providing final traffic engineering design services of this interchange improvement project. The project modifies the city's most southerly interchange where Temecula Parkway (SR-79 South) intersects with I-15 by converting the interchange's tight diamond configuration into partial cloverleaf configuration. Services included field investigation, traffic signal, signal communication, ramp metering, CCTV, CMS, street and freeway lighting, signing and striping, stage construction and traffic handling, temporary traffic signal system, temporary signal communication system, shop drawing review, and construction support

Registrations:

Professional Engineer,
California C71389

Traffic Engineer, California,
2673

Professional Traffic Operations
Engineer, California, 3658

Years of Experience: 23

Years with Firm: 1

Education:

BS in Civil Engineering,
University of California, Irvine,
2000

Meredith International Centre (Ontario, CA) – Traffic Engineer for providing final engineering design services for the off-site improvements of new realigned Inland Empire Blvd, Vineyard Avenue, Archibald Avenue, 4th Street, QVC Way (New), and Jay Street (New). Meredith International Centre encompasses 260 acres of mixed industrial and commercial land uses where is generally located in the north-central portion of the City of Ontario. Services included field investigation, traffic signal (10 locations), signal communication (3 miles), street lighting, shop drawing review, and construction support.

Marblehead Coastal Project Offsite Improvements (San Clemente, CA) – Traffic Engineer for providing final traffic engineering design services for the new 0.75-mile Avenida Hermosa Vista between I-5 Freeway on/off ramp and Avenida Pico. Services included field investigation, traffic signal (7 locations), signal communication (0.75 miles), signing and striping, street lighting, stage construction, Caltrans encroachment permit applications, shop drawing review, and construction support. The Marblehead Coastal Project encompasses approximately 246.9 acres of mixed residential and commercial land uses.

Anaheim Boulevard and Water Street Intersection Improvements (Anaheim, CA) – Project manager responsible for preparing curb ramp improvement plans to accommodate the new signal, crosswalk, and striping installations. City of Anaheim planned to convert this two-way stop sign intersection into signalized intersection. The intersection's curb ramps needed to be updated to meet the current ADA standards. The project included: field investigation; review of existing site and curb ramps; review of existing signal equipment; ADA curb ramp design; and curb ramp detail preparation.

South Highland Avenue at Mango Avenue Traffic Signal (Fontana, CA) – Project manager for signaling and widening this T-intersection while constructing minor improvements including the construction of curb access return ramps to ultimate locations determined by the Circulation Master Plan, curb and gutter, and an asphalt concrete transition to the existing asphalt concrete pavement. Services included field investigation, utility research, utility mapping, utility potholing, sight distance analysis, street improvements, signing and striping, traffic signal, coordination with SCE, signal communication, street lighting, shop drawing review, and construction support.

Alicia Parkway and Marina Hills Drive Resurfacing (Laguna Niguel, CA) – Project manager for the rehabilitation of Alicia Parkway and Marina Hills Drive including upgrading 31 non-ADA compliant curb ramps. The project also included traffic signal modification plans for adding traffic signal video/radar detection system to 4 intersections. Other project services included, field review, surveying, geotechnical investigations, traffic index calculations, pavement analysis, geotechnical report, utility adjustments, striping design (adding buffered bike lane), final PS&E, bidding document preparation, and construction support.

Meredith International Centre (Ontario, CA) – Traffic engineer for providing final traffic engineering design services for this off-site improvements of new realigned Inland Empire Blvd, Vineyard Avenue, Archibald Avenue, 4th Street, QVC Way (New), and Jay Street (New) within the project site. Services included field investigation, signing and striping design, new traffic signal/existing traffic signal modifications (10 locations), signal communication (3 miles), street lighting, shop drawing review, and construction support.



smart cities
connected vehicles
traffic engineering
traffic signal synchronization
intelligent transportation systems
transportation planning/design
landscape architecture
active transportation
civil engineering
public works

1200 Roosevelt • Irvine, CA 92620 • Tel: (949) 861-4999
21700 Copley Drive, Suite 350 • Diamond Bar, CA 91765
445 S. Figueroa St., 31st Floor, Los Angeles, CA 90071
1300 Clay Street, Suite 600 • Oakland, CA 94612
3200 E. Guasti Rd., Suite 100 • Ontario, CA 91761
1008 W. Ave. M14, Suite A/D115 • Palmdale, CA 93551
73710 Fred Waring Dr., Suite 120, Palm Desert, CA 92260
111 North Market Street, Suite 300 • San Jose, CA 95113
506 Second Ave., Suite 1400 • Seattle, WA 98104

ATTACHMENT 2

Advantec Consulting Engineers, Inc. Cost Proposal



1200 Roosevelt
Irvine, CA 92620

Fee Proposal
City of Monterey Park

Adaptive Traffic/Traffic Responsive Control Systems Project (No. 96026)



Date: 07/05/2023

Task/ Subtask		Project Director	Project Manager	Project Manager	Senior Engineer	Key Support	Key Support	Key Support	Key Support	Support	Support	ADVANTEC Total Hours	ADVANTEC Total Cost	Sub-Consultant				Counts Unlimited (Traffic Data Collection)	Streetlight Insights (Historical Traffic Data)	Other Direct Costs	Total Hours	Total Cost	
														Mark Thomas									
														Technical Lead	Design Engineer II	Design Engineer I	Total Cost						
Rate		\$340	\$260	\$235	\$190	\$150	\$150	\$150	\$150	\$125	\$115			\$259	\$157	\$129							
PHASE 1																							
1		Review of Existing Signal System Operations, Infrastructure, and Maintenance Agreements																					
1.1	Review of Existing Planning Documents		8		4			4	4			20	\$ 4,040		2		\$314				22	\$4,354	
1.2	Review Existing Maintenance Programs		2		8		8					18	\$ 3,240								18	\$3,240	
1.3	Traffic Signal Timing and Operations		2	16	16	40				40	20	134	\$ 20,620	20		20	\$7,760			\$1,000	174	\$29,380	
1.4	Traffic Signal Inventory Matrix		2								16	18	\$ 2,360								18	\$2,360	
1.5	Identify Ongoing Projects		4		4			4				12	\$ 2,400								12	\$2,400	
2		Data Collection																					
2.1	Traffic Data Collection and Analysis		2	8		20					20	50	\$ 7,700					\$3,360			50	\$11,060	
2.2	Baseline Travel Time Data Collection		2	4		16					20	42	\$ 6,160					\$2,880			42	\$9,040	
2.3	Intersection Turning Movement Counts Collection		2	4		8					8	22	\$ 3,580					\$11,200			22	\$14,780	
3		Develop Concept of Operations and Traffic Control Recommendations																					
3.1	Concept of Operations	1	16	16	20	20	16		8	24		121	\$ 21,660								121	\$21,660	
3.2	Traffic Control Recommendations	1	4	8		20					20	53	\$ 8,560								53	\$8,560	
4		Develop Traffic Signal Communications Plan, Traffic Signal System Implentation Plan, and Future Operation and Maintenance Plan																					
4.1	Traffic Signal Communication Master Plan	1	8		16				16	32	32	105	\$ 15,540	8	8		\$3,328				121	\$18,868	
4.2	Traffic Signal System Implementation Plan	1	8		24	16	8			32		89	\$ 14,580	16	16		\$6,656				121	\$21,236	
4.2.1	Operations & Maintenance (O&M) Plan	1	4		20			12				37	\$ 6,980								37	\$6,980	
4.3	Funding Analysis		1		4							5	\$ 1,020								5	\$1,020	
10	Project Management (Phase 1)	2	16	16	16							50	\$ 11,640								50	\$11,640	
PHASE 2																							
TO BE PROVIDED AFTER COMPLETION OF PHASE 1																							
Total Hours		7	81	72	132	140	32	20	28	128	136	776		44	26	20	90				866		
Total Cost		\$ 2,380	\$ 21,060	\$ 16,920	\$ 25,080	\$ 21,000	\$ 4,800	\$ 3,000	\$ 4,200	\$ 16,000	\$ 15,640		\$ 130,080	\$ 11,396	\$ 4,082	\$ 2,580	\$ 18,058	\$ 17,440	\$ -	\$ 1,000		\$166,578.00	
Other Direct Costs include mileage and printing fees.														SUMMMARY OF FEES									
														ADVANTEC				\$ 130,080.00					
														Mark Thomas				\$ 18,058.00					
														Counts Unlimited				\$ 17,440.00					
														Other Direct Costs (ADVANTEC)				\$ 1,000.00					
														TOTAL				\$ 166,578.00					
TOTAL FEE (Not-To-Exceed)																						\$166,578.00	



1200 Roosevelt
Irvine, CA 92620

Fee Proposal
City of Monterey Park

Adaptive Traffic/Traffic Responsive Control Systems Project (No. 96026)



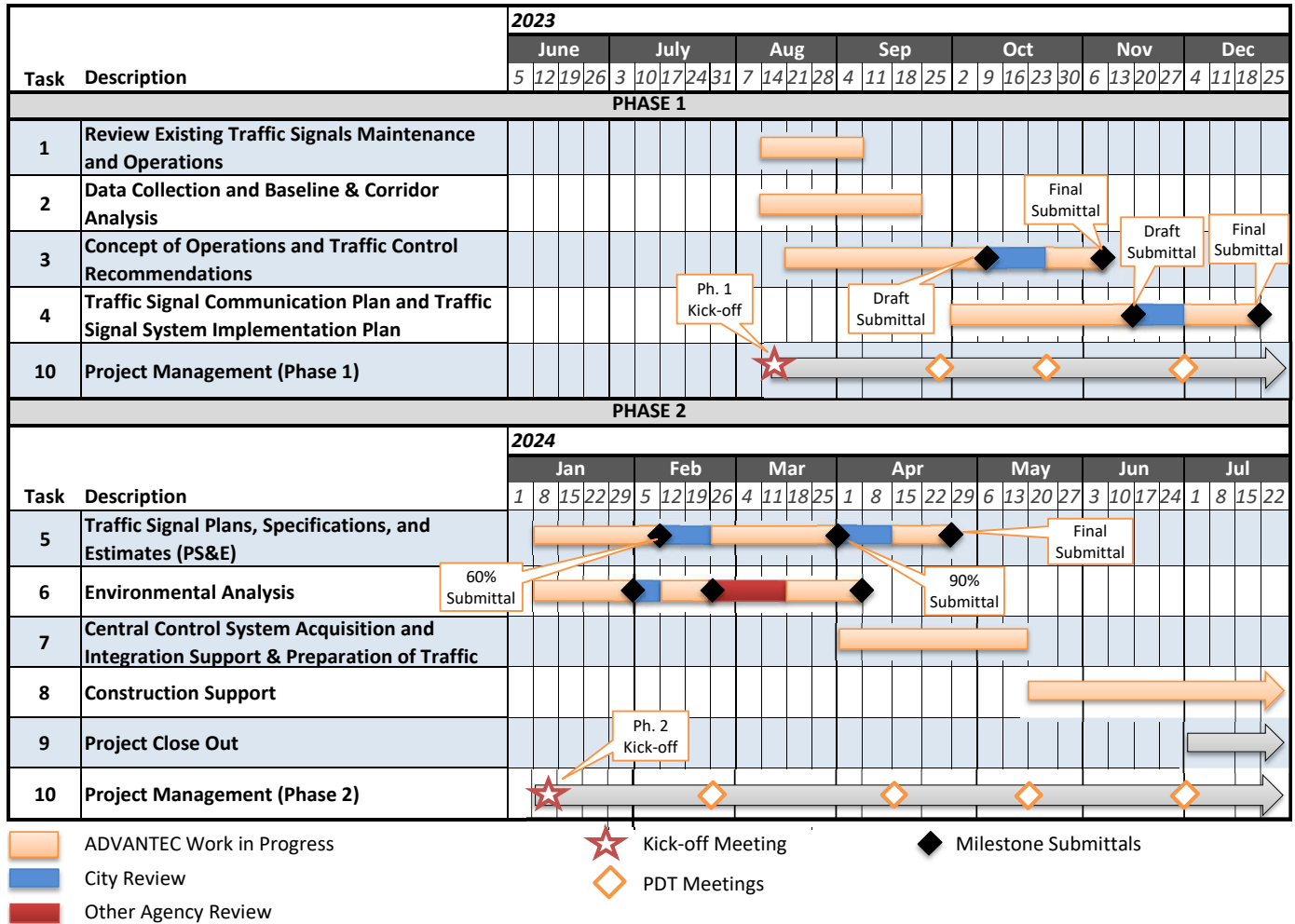
Date: 07/05/2023

Task/ Subtask	Project Director	Project Manager	Project Manager	Senior Engineer	Key Support	Key Support	Key Support	Key Support	Support	Support	ADVANTEC Total Hours	ADVANTEC Total Cost	Sub-Consultant				Counts Unlimited (Traffic Data Collection)	Streetlight Insights (Historical Traffic Data)	Other Direct Costs	Total Hours	Total Cost
													Mark Thomas								
													Technical Lead	Design Engineer II	Design Engineer I	Total Cost					
Rate	\$340	\$260	\$235	\$190	\$150	\$150	\$150	\$150	\$125	\$115			\$259	\$157	\$129						
OPTIONAL SERVICES - Traffic Data Collection: Streetlight Insights (Historical Traffic Data Collection)																					
2.4	Data Collection (Optional) - Streetlight Insights (Historical Traffic Data Collection)					8						8						\$15,000		8	\$16,200

ATTACHMENT 3

Schedule

Project Schedule





City Council Staff Report

DATE: August 2, 2023

AGENDA ITEM NO: Public Hearing - 4A

TO: Honorable Mayor and Members of the City Council
FROM: Matt Hallock, Fire Chief
SUBJECT: Consideration of Costs Resulting from Abating Weed Nuisances and Authorizing Collection via Special Assessment (Public Hearing)

RECOMMENDATION:

It is recommended that the City Council consider:

- 1) Opening the public hearing, receiving public comment, closing the public hearing;
- 2) Adopting the attached Resolution approving the Weed Abatement Clearance Charge List and authorizing collection of such costs through special assessment; and/or
- 3) Taking such additional, related, action may be desirable.

EXECUTIVE SUMMARY:

On March 1, 2023, the City Council determined that weeds, brush, rubbish, refuse and dirt maintained on certain private properties in the City constitute a public nuisance. The Los Angeles County Department of Agriculture Commissioner/Weights and Measures ("County") is contracted to provide weed abatement services to the City. The County compiled its annual list of properties within the City which contain, or have the potential to contain, weeds, brush or other flammable materials sufficient to be considered a fire hazard (the "Weed Abatement Declaration List"). Persons identified as owning property on the Weed Abatement Declaration List were provided sufficient notice to either protest their inclusion thereon, or voluntarily remove the nuisance conditions identified on their property. The deadlines for voluntary compliance or protest have passed, and the County has abated the noncompliant properties on the Weed Abatement Declaration List.

The final step in the City's Weed-Abatement process is for the Council to consider approving the County's costs related to abatement and directing that these costs be collected via special assessment.

DISCUSSION:

On January 5, 2023, the County provided the City's Fire Department (MPFD) with the 2023 Weed Abatement Declaration List ("Declaration List"). Following MPFD's approval of the Declaration List, the County mailed notices to each property owner identified thereon. The County then sent each identified property owner an annual weed abatement

notice informing them of the City's weed abatement program, upcoming meeting dates and times, and required corrective action. On March 1, 2023, the City Council approved the Declaration List (via Resolution No. 2023-R14). On March 15, 2023, following a public hearing to allow parcel owners to protest their inclusion on the Declaration List¹, the City Council adopted the Declaration List via Resolution No. 2023-R20. On July 11, 2023, the County abated all noncompliant improved properties identified on the Declaration List.

Government Code §§ 39560–39588 authorize the collection of weed abatement costs by way of special assessment; where each property is assessed individual costs related to the amount of abatement work performed on it. The County has kept an itemized accounting of each properties' abatement costs; this document is attached to the Resolution as Exhibit "A". If the City Council approves the Resolution (including the County's abatement costs), the City Manager will be authorized to facilitate the recordation of a special assessment as to each affected property with the Los Angeles County Recorder's Office. Once recorded, these costs will come due upon the next property tax roll.

For the 2022-23 weed abatement cycle, out of the total 1,569 parcels duly identified as public nuisances, five parcels required County abatement totaling \$12,966.18. The remaining 1,564 parcels will only be assessed a flat County-established annual inspection fee of \$48.09, for a total of \$75,212.76. The grand total of annual weed abatement costs through this program is \$88,178.94.

FISCAL IMPACT:

The City of Monterey Park has been contracting with the County of Los Angeles since 1992 for weed abatement services. No fiscal impacts are anticipated to affect actual expenditures or revenues. Furthermore, no redirection of available staff time, supplies or services will be required. All nuisance abatement costs will be collected from the responsible property owners.

¹ The County originally identified 1,569 (improved and unimproved) parcels as public nuisances. On March 15, 2023, the City did not receive any protests regarding parcels.

Respectfully submitted by:



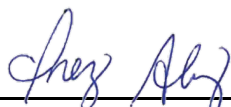
Matthew Hallock
Fire Chief

Prepared by:



Jessica Estrella
Fire Marshal

Approved by:



Inez Alvarez
Interim City Manager

Reviewed by:



Timothy E. Campen
Assistant City Attorney

ATTACHMENT:

1. Resolution

ATTACHMENT 1

Resolution

RESOLUTION NO.

A RESOLUTION CONFIRMING THE ITEMIZED WEED ABATEMENT CHARGE LIST OF WEED ABATEMENT COSTS AND DIRECTING THE LOS ANGELES COUNTY AGRICULTURAL COMMISSIONER TO COLLECT THESE COSTS THROUGH PROPERTY TAX BILLINGS.

The City Council does resolve as follows:

SECTION 1: The City Council finds as follows:

- A. The City Council authorized the County of Los Angeles Agricultural Commissioner on March 1, 2023 to abate the nuisance caused by rubbish, refuse and waste materials of all kinds upon parkways, streets, and private properties by having rubbish, refuse, waste materials, and weeds removed;
- B. Such nuisances were abated in the manner provided in Chapter 9.87 of the Monterey Park Municipal Code;
- C. The County of Los Angeles Agricultural Commissioner kept an account of the cost of abating said nuisance and has prepared an itemized report showing the cost of removing weeds on and/or in front of the parcels of land, listed in the Weed Abatement Charge List, and did on the 11th day of July, 2023, file the report in the office of the City Clerk of the City of Monterey Park;
- D. The legal notice of this hearing was posted at City Hall on July 20, 2023 and Published in the Monterey Park Progress on July 20, 2023, with affidavits of posting and publication on file;
- E. August 2, 2023, at 6:30 p.m., was the time and place fixed in the notice for receiving and considering the report, together with any objections which might have been raised by the property owners liable to be assessed for the work of abating said nuisance; and
- F. At the time and place fixed for submitting, receiving and considering the report and objections thereto, no property owner, or other person or anyone objected to raised any objection to the report or to any of the cost therein contained.

SECTION 2: The respective assessments against the respective parcels of land listed in the Weed Abatement Charge List, which is attached as Exhibit "A", and incorporated by reference, are confirmed as true and correct.

SECTION 3: In accordance with Government Code §§ 39560 through 39588, the amounts of the cost of abating said nuisance on and/or in front of the various lots and parcels of land described in the report constitute special, assessments and liens against said respective lots or parcels of land and will be added to the next regular tax bill levied against such lots or parcels of land for municipal purposes.

SECTION 4: Authorization. The City Manager, or designee, is directed to take such actions that are needed to place these on property tax rolls including, without limitation, forwarding this Resolution to the Los Angeles County Assessor's Office.

SECTION 5: Reliance on Record. Each and every one of the findings and determinations in this Resolution are based on the competent and substantial evidence, both oral and written, contained in the entire record relating to the project. The findings and determinations constitute the independent findings and determinations of the City Council in all respects and are fully and completely supported by substantial evidence in the record as a whole.

SECTION 6: Summaries of Information. All summaries of information in the findings, which precede this section, are based on the substantial evidence in the record. The absence of any particular fact from any such summary is not an indication that a particular finding is not based in part on that fact.

SECTION 7: Effectiveness. This Resolution will become effective immediately upon adoption.

SECTION 8: Electronic Signatures. This Resolution may be executed with electronic signatures in accordance with Government Code §16.5. Such electronic signatures will be treated in all respects as having the same effect as an original signature.

SECTION 9: The City Clerk of the City of Monterey Park is directed to certify a copy of this resolution and cause such certified copy thereof to be filed with the Los Angeles County Agricultural Commissioner together with a certified copy of said report, attached hereto.

SECTION 10: The City Clerk is directed to certify to the adoption of this Resolution and enter it into the book of original Resolutions.

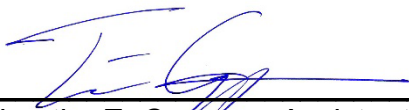
PASSED, APPROVED AND ADOPTED this 2nd day of August, 2023.

Jose Sanchez, Mayor

ATTEST:

Maychelle Yee, City Clerk

APPROVED AS TO FORM:



Timothy E. Campen, Assistant City Attorney

State of California)
County of Los Angeles) ss.
City of Monterey Park)

I, Maychelle Yee, City Clerk of the City of Monterey Park, California, do hereby certify that the foregoing Resolution No. **2023-** was duly and regularly adopted by the City Council of the City of Monterey Park at a meeting held on the 2nd day of August 2023, by the following vote:

Ayes:	Council Members:
Nays:	Council Members:
Absent:	Council Members:
Abstain:	Council Members:

Dated this 2nd day of August, 2023.

Maychelle Yee, City Clerk
Monterey Park, California

Resolution No.
Page 4 of 5

Attachment(s)

1. Exhibit "A" – Weed Abatement Charge List

ATTACHMENT 1

Weed Abatement Charge List

CITY OF MONTEREY PARK
WEED ABATEMENT CHARGES
CITY CODE 490 - KEY OF J

JULY 11, 2023

No	Mapbook	Zone	Impro ved	Address	CityState	Zip Code	Charges
1	5225031018	5	*	800 W 6TH ST 6TH FLOOR	LOS ANGELES CA	90017	48.09
2	5225031019	5		PO BOX 869	WARREN MI	48090	48.09
3	5237008027	5	*	360 LADERA ST	MONTEREY PARK CA	91754	48.09
4	5237012001	5	*	1930 COPA WAY	MONTEREY PARK CA	91754	48.09
5	5237012002	5	*	1910 COPA WAY	MONTEREY PARK CA	91754	48.09
6	5237012003	5	*	1886 COPA WAY	MONTEREY PARK CA	91754	48.09
7	5237012004	5	*	1878 COPA WAY	MONTEREY PARK CA	91754	48.09
8	5237012005	5	*	1872 COPA WAY	MONTEREY PARK CA	91754	48.09
9	5237012006	5	*	1322 W GAGE AVE	FULLERTON CA	92833	48.09
10	5237012007	5	*	1848 COPA WAY	MONTEREY PARK CA	91754	48.09
11	5237012008	5	*	1832 COPA WAY	MONTEREY PARK CA	91754	48.09
12	5237012009	5	*	PO BOX 2673	RCHO SANTA FE CA	92067	48.09
13	5237012010	5	*	1772 COPA WAY	MONTEREY PARK CA	91754	48.09
14	5237012011	5	*	1744 COPA WAY	MONTEREY PARK CA	91754	48.09
15	5237012018	5	*	1795 ARRIBA DR	MONTEREY PARK CA	91754	48.09
16	5237012019	5	*	1801 ARRIBA DR	MONTEREY PARK CA	91754	48.09
17	5237012020	5	*	283 LADERA ST	MONTEREY PARK CA	91754	48.09
18	5237012021	5	*	1040 DE LA FUENTE ST	MONTEREY PARK CA	91754	48.09
19	5237012022	5	*	1875 ARRIBA DR	MONTEREY PARK CA	91754	48.09
20	5237012034	5	*	1943 ARRIBA DR	MONTEREY PARK CA	91754	48.09
21	5237012035	5	*	1030 WINSTON AVE	SAM MARINO CA	91108	48.09
22	5237012036	5	*	1927 ARRIBA DR	MONTEREY PARK CA	91754	48.09
23	5237012037	5	*	1919 ARRIBA DR	MONTEREY PARK CA	91754	48.09
24	5237012038	5	*	1056 N RIDGEWOOD PL	LOS ANGELES CA	90012	48.09
25	5237012039	5	*	PO BOX 80277	SAN MARINO CA	91118	48.09
26	5237012040	5	*	1901 ARRIBA DR	MONTEREY PARK CA	91754	48.09
27	5237012041	5	*	500 CASUDA CANYON DR	MONTEREY PARK CA	91754	48.09
28	5237012042	5	*	504 CASUDA CANYON DR	MONTEREY PARK CA	91754	48.09
29	5237012043	5	*	508 CASUDA CANYON DR	MONTEREY PARK CA	91754	48.09
30	5237012044	5	*	510 CASUDA CANYON DR	MONTEREY PARK CA	91754	48.09

CITY OF MONTEREY PARK
WEED ABATEMENT CHARGES
CITY CODE 490 - KEY OF J

JULY 11, 2023

No	Mapbook	Zone	Impro ved	Address	CityState	Zip Code	Charges
31	5237013001	5	*	512 CASUDA CANYON DR	MONTEREY PARK CA	91754	48.09
32	5237013002	5	*	514 CASUDA CANYON DR	MONTEREY PARK CA	91754	48.09
33	5237013003	5	*	516 CASUDA CANYON DR	MONTEREY PARK CA	91754	48.09
34	5237013004	5	*	518 CASUDA CANYON DR	MONTEREY PARK CA	91754	48.09
35	5237013005	5	*	520 CASUDA CANYON DR	MONTEREY PARK CA	91754	48.09
36	5237013006	5	*	522 CASUDA CANYON DR	MONTEREY PARK CA	91754	48.09
37	5237013007	5	*	716 AMADOR ST	LOS ANGELES CA	90012	48.09
38	5237013008	5	*	526 CASUDA CANYON DR	MONTEREY PARK CA	91754	48.09
39	5237013009	5	*	530 CASUDA CANYON DR	MONTEREY PARK CA	91754	48.09
40	5237013010	5	*	11643 BANYAN RIM DR	WHITTIER CA	90601	48.09
41	5237013011	5	*	534 CASUDA CANYON DR	MONTEREY PARK CA	91754	48.09
42	5237013012	5	*	536 CASUDA CANYON DR	MONTEREY PARK CA	91754	48.09
43	5237013013	5	*	538 CASUDA CANYON DR	MONTEREY PARK CA	91754	48.09
44	5237013014	5	*	540 CASUDA CANYON DR	MONTEREY PARK CA	91754	48.09
45	5237013015	5	*	542 CASUDA CANYON DR	MONTEREY PARK CA	91754	48.09
46	5237013016	5	*	267 S SAN PEDRO ST UNIT 219	LOS ANGELES CA	90012	48.09
47	5237013019	5	*	2137 ARRIBA DR	MONTEREY PARK CA	91754	48.09
48	5237013020	5	*	2127 ARRIBA DR	MONTEREY PARK CA	91754	48.09
49	5237013021	5	*	2107 ARRIBA DR	MONTEREY PARK CA	91754	48.09
50	5237013022	5	*	2095 ARRIBA DR	MONTEREY PARK CA	91754	48.09
51	5237013023	5	*	2085 ARRIBA DR	MONTEREY PARK CA	91754	48.09
52	5237013024	5	*	2075 ARRIBA DR	MONTEREY PARK CA	91754	48.09
53	5237013025	5	*	2065 ARRIBA DR	MONTEREY PARK CA	91754	48.09
54	5237013026	5	*	PO BOX 80906	SAN MARINO CA	91118	48.09
55	5237013027	5	*	2045 ARRIBA DR	MONTEREY PARK CA	91754	48.09
56	5237013028	5	*	1001 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
57	5237013029	5	*	2025 ARRIBA DR	MONTEREY PARK CA	91754	48.09
58	5237013030	5	*	2015 ARRIBA DR	MONTEREY PARK CA	91754	48.09
59	5237013031	5	*	1999 ARRIBA DR	MONTEREY PARK CA	91754	48.09
60	5237013033	5	*	PO BOX 4024	ALHAMBRA CA	91803	48.09
61	5237013034	5	*	1963 ARRIBA DR	MONTEREY PARK CA	91754	48.09
62	5237013035	5	*	1953 ARRIBA DR	MONTEREY PARK CA	91754	48.09

CITY OF MONTEREY PARK
WEED ABATEMENT CHARGES
CITY CODE 490 - KEY OF J

JULY 11, 2023

No	Mapbook	Zone	Impro ved	Address	CityState	Zip Code	Charges
63	5237014001	5	*	625 PUEBLO DR	MONTEREY PARK CA	91754	48.09
64	5237014004	5	*	1964 ARRIBA DR	MONTEREY PARK CA	91754	48.09
65	5237014005	5	*	1235 NORTH LOOP W STE 205	HOUSTON TX	77008	48.09
66	5237014006	5	*	1984 ARRIBA DR	MONTEREY PARK CA	91754	48.09
67	5237014007	5	*	1994 ARRIBA DR	MONTEREY PARK CA	91754	48.09
68	5237014008	5	*	2016 ARRIBA DR	MONTEREY PARK CA	91754	48.09
69	5237014009	5	*	2026 ARRIBA DR	MONTEREY PARK CA	91754	48.09
70	5237014010	5	*	2046 ARRIBA DR	MONTEREY PARK CA	91754	48.09
71	5237014011	5	*	2056 ARRIBA DR	MONTEREY PARK CA	91754	48.09
72	5237014012	5	*	2066 ARRIBA DR	MONTEREY PARK CA	91754	48.09
73	5237014013	5	*	2076 ARRIBA DR	MONTEREY PARK CA	91754	48.09
74	5237014014	5	*	2086 ARRIBA DR	MONTEREY PARK CA	91754	48.09
75	5237014017	5	*	766 TOPACIO DR	MONTEREY PARK CA	91754	48.09
76	5237014018	5	*	779 TOPACIO DR	MONTEREY PARK CA	91754	48.09
77	5237014023	5	*	758 CEREZA DR	MONTEREY PARK CA	91754	48.09
78	5237014024	5	*	763 CEREZA DR	MONTEREY PARK CA	91754	48.09
79	5237015007	5	*	585 COLINA TER	MONTEREY PARK CA	91754	48.09
80	5237015008	5	*	201 W GARVEY AVE STE 102	MONTEREY PARK CA	91754	48.09
81	5237015010	5	*	1681 ABAJO DR	MONTEREY PARK CA	91754	48.09
82	5237015012	5	*	2640 HUNTINGTON DR	SAN MARINO CA	91108	48.09
83	5237015013	5	*	527 CASITAS ST	MONTEREY PARK CA	91754	48.09
84	5237015014	5	*	1705 ABAJO DR	MONTEREY PARK CA	91754	48.09
85	5237015015	5	*	1715 ABAJO DR	MONTEREY PARK CA	91754	48.09
86	5237015016	5	*	1725 ABAJO DR	MONTEREY PARK CA	91754	48.09
87	5237015017	5	*	1735 ABAJO DR	MONTEREY PARK CA	91754	48.09
88	5237015018	5	*	1745 ABAJO DR	MONTEREY PARK CA	91754	48.09
89	5237015019	5	*	1765 ABAJO DR	MONTEREY PARK CA	91754	48.09
90	5237015020	5	*	1785 ABAJO DR	MONTEREY PARK CA	91754	48.09
91	5237015021	5	*	1805 ABAJO DR	MONTEREY PARK CA	91754	48.09
92	5237015022	5	*	1815 ABAJO DR	MONTEREY PARK CA	91754	48.09
93	5237015023	5	*	1825 ABAJO DR	MONTEREY PARK CA	91754	48.09
94	5237015024	5	*	1845 ABAJO DRIVE	MONTEREY PARK CA	91754	48.09

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95	5237015025	5	*	1855 ABAJO DR	MONTEREY PARK CA	91754	48.09
96	5237015026	5	*	1875 ABAJO DR	MONTEREY PARK CA	91754	48.09
97	5237015036	5	*	665 PUEBLO DR	MONTEREY PARK CA	91754	48.09
98	5237015037	5	*	655 PUEBLO DR	MONTEREY PARK CA	91754	48.09
99	5237015038	5	*	645 PUEBLO DR	MONTEREY PARK CA	91754	48.09
100	5237015039	5	*	635 PUEBLO DR	MONTEREY PARK CA	91754	48.09
101	5237016001	5	*	562 COLINA TER	MONTEREY PARK CA	91754	48.09
102	5237016002	5	*	542 COLINA TER	MONTEREY PARK CA	91754	48.09
103	5237016005	5	*	1608 APPIAN WAY	MONTEBELLO CA	90640	48.09
104	5237016007	5	*	1756 ARRIBA DR	MONTEREY PARK CA	91754	48.09
105	5237016008	5	*	1742 ARRIBA DR	MONTEREY PARK CA	91754	48.09
106	5237016012	5	*	641 BARNUM WAY	MONTEREY PARK CA	91754	48.09
107	5237016013	5	*	1161 COPA WAY	MONTEREY PARK CA	91754	48.09
108	5237016014	5	*	515 ARBOLES ST	MONTEREY PARK CA	91754	48.09
109	5237016023	5	*	558 CASITAS ST	MONTEREY PARK CA	91754	48.09
110	5237016024	5	*	PO BOX 494	MONTEREY PARK CA	91754	48.09
111	5237016025	5	*	540 CASITAS ST	MONTEREY PARK CA	91754	48.09
112	5237016026	5	*	530 CASITAS ST	MONTEREY PARK CA	91754	48.09
113	5237017006	5	*	477 ELEVADO TERRACE	MONTEREY PARK CA	91754	48.09
114	5237018001	5	*	1700 ABAJO DR	MONTEREY PARK CA	91754	48.09
115	5237018002	5	*	1720 ABAJO DR	MONTEREY PARK CA	91754	48.09
116	5237018003	5	*	1730 ABAJO DR	MONTEREY PARK CA	91754	48.09
117	5237018004	5	*	1740 ABAJO DR	MONTEREY PARK CA	91754	48.09
118	5237018005	5	*	1750 ABAJO DR	MONTEREY PARK CA	91754	48.09
119	5237018006	5	*	1760 ABAJO DR	MONTEREY PARK CA	91754	48.09
120	5237018007	5	*	1780 ABAJO DR	MONTEREY PARK CA	91754	48.09
121	5237018008	5	*	1790 ABAJO DR	MONTEREY PARK CA	91754	48.09
122	5237018009	5	*	1800 ABAJO DR	MONTEREY PARK CA	91754	48.09
123	5237018010	5	*	1810 ABAJO DR	MONTEREY PARK CA	91754	48.09
124	5237018011	5	*	1820 ABAJO DR	MONTEREY PARK CA	91754	48.09
125	5237018012	5	*	1830 ABAJO DR	MONTEREY PARK CA	91754	48.09

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No	Mapbook	Zone	Impro ved	Address	CityState	Zip Code	Charges
126	5237018013	5	*	1840 ABAJO DR	MONTEREY PARK CA	91754	48.09
127	5237018014	5	*	1850 ABAJO DR	MONTEREY PARK CA	91754	48.09
128	5237018015	5	*	1860 ABAJO DR	MONTEREY PARK CA	91754	48.09
129	5237018016	5	*	1870 ABAJO DR	MONTEREY PARK CA	91754	48.09
130	5237018017	5	*	707 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
131	5237018019	5	*	717 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
132	5237018020	5	*	717 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
133	5237018021	5	*	721 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
134	5237018022	5	*	801 S FIGUEROA ST 600	LOS ANGELES CA	90017	48.09
135	5237018023	5	*	2270 HUNTLEY CIR	SAN MARINO CA	91108	48.09
136	5237018025	5	*	10005 MISSION MILL RD	WHITTIER CA	90601	48.09
137	5237019001	5	*	1880 ABAJO DR	MONTEREY PARK CA	91754	48.09
138	5237019002	5	*	3 LILAC	IRVINE CA	92618	48.09
139	5237019003	5	*	1900 ABAJO DR	MONTEREY PARK CA	91754	48.09
140	5237019004	5	*	1910 ABAJO DR	MONTEREY PARK CA	91754	48.09
141	5237019006	5	*	153 CALLE CONSTANCIA	REDLANDS CA	92373	48.09
142	5237019007	5	*	1940 ABAJO DR	MONTEREY PARK CA	91754	48.09
143	5237019008	5	*	1950 ABAJO DR	MONTEREY PARK CA	91754	48.09
144	5237019009	5	*	1960 ABAJO DR	MONTEREY PARK CA	91754	48.09
145	5237019010	5	*	1970 ABAJO DR	MONTEREY PARK CA	91754	48.09
146	5237019011	5	*	1980 ABAJO DR	MONTEREY PARK CA	91754	48.09
147	5237019012	5	*	548 S BERKELEY AVE	SAN MARINO CA	91108	48.09
148	5237019013	5	*	2000 ABAJO DR	MONTEREY PARK CA	91754	48.09
149	5237019014	5	*	2010 ABAJO DR	MONTEREY PARK CA	91754	48.09
150	5237019015	5	*	2020 ABAJO DR	MONTEREY PARK CA	91754	48.09
151	5237019016	5	*	2030 ABAJO DR	MONTEREY PARK CA	91754	48.09
152	5237019017	5	*	2040 ABAJO DR	MONTEREY PARK CA	91754	48.09
153	5237019018	5	*	3005 SHERWOOD AVE UNIT B	ALHAMBRA CA	91801	48.09
154	5237019019	5	*	2060 ABAJO DR	MONTEREY PARK CA	91754	48.09
155	5237019020	5	*	2070 ABAJO DR	MONTEREY PARK CA	91754	48.09
156	5237019021	5	*	2080 ABAJO DR	MONTEREY PARK CA	91754	48.09
157	5237019022	5	*	10005 MISSION MILL RD	WHITTIER CA	90601	48.09

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158	5237019023	5	*	415 S ATLANTIC BLVD	MONTEREY PARK CA	91754	48.09
159	5237019024	5	*	877 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
160	5237019025	5	*	877 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
161	5237019026	5	*	901 MONTEREY PARK RD	MONTEREY PARK CA	91754	48.09
162	5237020001	5	*	PO BOX 777	MONTEREY PARK CA	91754	48.09
163	5237020004	5	*	2100 ABAJO DR	MONTEREY PARK CA	91754	48.09
164	5237020005	5	*	2110 ABAJO DR	MONTEREY PARK CA	91754	48.09
165	5237020006	5	*	2120 ABAJO DR	MONTEREY PARK CA	91754	48.09
166	5237020007	5	*	2130 ABAJO DR	MONTEREY PARK CA	91754	48.09
167	5237020008	5	*	1920 GRAHAM AVE	REDONDO BEACH CA	90278	48.09
168	5237020009	5	*	2150 ABAJO DR	MONTEREY PARK CA	91754	48.09
169	5237020010	5	*	816 GRANADA DR	MONTEREY PARK CA	91754	48.09
170	5237020011	5	*	828 GRANADA DR	MONTEREY PARK CA	91754	48.09
171	5237020019	5	*	PO BOX 777	MONTEREY PARK CA	91754	48.09
172	5237020020	5	*	PO BOX 777	MONTEREY PARK CA	91754	48.09
173	5237021001	5	*	26021 ATLANTIC OCEAN DR	LAKE FOREST CA	92630	48.09
174	5237021002	5	*	8451 LEROY ST	SAN GABRIEL CA	91775	48.09
175	5237021003	5	*	104 N UNION AVE	LOS ANGELES CA	90026	48.09
176	5237021004	5	*	1511 S SHALE HOLLOW LN	DIAMOND BAR CA	91765	48.09
177	5237021005	5	*	2275 HUNTINGTON DR UNIT 410	SAN MARINO CA	91108	48.09
178	5237021006	5	*	3338 E CALIFORNIA BLVD	PASADENA CA	91107	48.09
179	5237021007	5	*	26021 ATLANTIC OCEAN DR	LAKE FOREST CA	92630	48.09
180	5237022009	5	*	1100 CORPORATE CENTER DR UNIT 201	MONTEREY PARK CA	91754	48.09
181	5237022014	5	*	300 S PARK AVE STE 810	POMONA CA	91766	48.09
182	5237022017	5	*	9420 WILSHIRE BLVD 4TH FL	BEVERLY HILLS CA	90212	48.09
183	5237022018	5	*	9420 WILSHIRE BLVD 4TH FL	BEVERLY HILLS CA	90212	48.09
184	5237022021	5		9034 W SUNSET BLVD	WEST HOLLYWOOD CA	90069	48.09
185	5237022026	5	*	2333 LAKE AVE UNIT H	ALTADENA CA	91001	48.09
186	5237022028	5	*	PO BOX 766	LA VERNE CA	91750	48.09
187	5237022046	5		300 S PARK AVE STE 810	POMONA CA	91766	48.09
188	5237022047	5	*	PO BOX 847	CARLSBAD CA	92018	48.09

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189	5237022048	5		13517 PENN ST	WHITTIER CA	90602	48.09
190	5237024017	5	*	9420 WILSHIRE BLVD 4TH FL	BEVERLY HILLS CA	90212	48.09
191	5237024025	5	*	PO BOX 30831	LOS ANGELES CA	90030	48.09
192	5237024026	5	*	400 W PARKWAY PL STE 100	RIDGELAND MS	39157	48.09
193	5237024029	5	*	2530 CORPORATE PL STE A210	MONTEREY PARK CA	91754	48.09
194	5237024055	5	*	1588 CORPORATE CENTER DR	MONTEREY PARK CA	91754	48.09
195	5237024056	5	*	PO BOX 25025	GLENDALE CA	91201	48.09
196	5237024059	5	*	9420 WILSHIRE BLVD 4TH FL	BEVERLY HILLS CA	90212	48.09
197	5237024065	5	*	9420 WILSHIRE BLVD 4TH FL	BEVERLY HILLS CA	90212	48.09
198	5237024066	5	*	9420 WILSHIRE BLVD 4TH FL	BEVERLY HILLS CA	90212	48.09
199	5237024067	5	*	9420 WILSHIRE BLVD 4TH FL	BEVERLY HILLS CA	90212	48.09
200	5237024068	5	*	9420 WILSHIRE BLVD 4TH FL	BEVERLY HILLS CA	90212	48.09
201	5237024071	5	*	531 W COLLEGE ST	LOS ANGELES CA	90012	48.09
202	5237024072	5		531 W COLLEGE ST	LOS ANGELES CA	90012	48.09
203	5252001023	5	*	793 BARNUM WAY	MONTEREY PARK CA	91754	48.09
204	5252001024	5	*	789 BARNUM WAY	MONTEREY PARK CA	91754	48.09
205	5252001025	5	*	785 BARNUM WAY	MONTEREY PARK CA	91754	48.09
206	5252001026	5	*	781 BARNUM WAY	MONTEREY PARK CA	91754	48.09
207	5252001027	5	*	777 BARNUM WAY	MONTEREY PARK CA	91754	48.09
208	5252001028	5	*	773 BARNUM WAY	MONTEREY PARK CA	91754	48.09
209	5252001029	5	*	769 BARNUM WAY	MONTEREY PARK CA	91754	48.09
210	5252001030	5	*	765 BARNUM WAY	MONTEREY PARK CA	91754	48.09
211	5252001031	5	*	761 BARNUM WAY	MONTEREY PARK CA	91754	48.09
212	5252001032	5	*	757 BARNUM WAY	MONTEREY PARK CA	91754	48.09
213	5252001033	5	*	753 BARNUM WAY	MONTEREY PARK CA	91754	48.09
214	5252001034	5	*	749 BARNUM WAY	MONTEREY PARK CA	91754	48.09
215	5252001035	5	*	745 BARNUM WAY	MONTEREY PARK CA	91754	48.09
216	5252001036	5	*	2538 BOLAR AVE	HACIENDA HTS CA	91745	48.09
217	5252001037	5	*	737 BARNUM WAY	MONTEREY PARK CA	91754	48.09
218	5252001038	5	*	733 BARNUM WAY	MONTEREY PARK CA	91754	48.09
219	5252001039	5	*	729 BARNUM WAY	MONTEREY PARK CA	91754	48.09
220	5252001040	5	*	725 BARNUM WAY	MONTEREY PARK CA	91754	48.09

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221	5252001041	5	*	721 BARNUM WAY	MONTEREY PARK CA	91754	48.09
222	5252001042	5	*	717 BARNUM WAY	MONTEREY PARK CA	91754	48.09
223	5252001043	5	*	713 BARNUM WAY	MONTEREY PARK CA	91754	48.09
224	5252001044	5	*	709 BARNUM WAY	MONTEREY PARK CA	91754	48.09
225	5252001045	5	*	705 BARNUM WAY	MONTEREY PARK CA	91754	48.09
226	5252001046	5	*	701 BARNUM WAY	MONTEREY PARK CA	91754	48.09
227	5252001047	5	*	697 BARNUM WAY	MONTEREY PARK CA	91754	48.09
228	5252001048	5	*	693 BARNUM WAY	MONTEREY PARK CA	91754	48.09
229	5252001049	5	*	689 BARNUM WAY	MONTEREY PARK CA	91754	48.09
230	5252002002	5	*	608 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
231	5252002008	5	*	656 MONTEREY PASS	MONTEREY PARK CA	91754	48.09
232	5252002010	5	*	3712 W JEFFERSON BLVD	LOS ANGELES CA	90016	48.09
233	5252002011	5	*	PO BOX 155	MONTEREY PARK CA	91754	48.09
234	5252002016	5	*	1045 MONTECITO DR	SAN GABRIEL CA	91776	48.09
235	5252002017	5	*	632 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
236	5252003009	5	*	219 14TH ST	SANTA MONICA CA	90402	48.09
237	5252003010	5	*	1938 LA FREMONTIA ST	SOUTH PASADENA CA	91030	48.09
238	5252003011	5	*	3926 VIRGINIA RD	LOS ANGELES CA	90008	48.09
239	5252003012	5	*	3926 VIRGINIA RD	LOS ANGELES CA	90008	48.09
240	5252003013	5	*	1435 SOMBRERO DR	MONTEREY PARK CA	91754	48.09
241	5252003020	5	*	PO BOX 277	MONTEREY PARK CA	91754	48.09
242	5252003021	5	*	166 W NAOMI AVE	ARCADIA CA	91007	48.09
243	5252003022	5	*	870 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
244	5252003027	5	*	1000 E GARVEY AVE	MONTEREY PARK CA	91755	48.09
245	5252003028	5	*	1000 E GARVEY AVE	MONTEREY PARK CA	91755	48.09
246	5252003029	5	*	1647 GLORIETTA AVE	GLENDALE CA	91208	1,362.85
247	5252003030	5	*	750 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
248	5252003033	5	*	748 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
249	5252003042	5	*	1314 ASHLAND AVE	SANTA MONICA CA	90405	48.09
250	5252003043	5	*	1000 E GARVEY AVE	MONTEREY PARK CA	91755	48.09
251	5252003046	5	*	PO BOX 63309	LOS ANGELES CA	90063	48.09
252	5252003049	5	*	1880 CENTURY PARK E STE 607	LOS ANGELES CA	90067	48.09

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253	5252003050	5	*	1880 CENTURY PARK E #607	LOS ANGELES CA	90067	48.09
254	5252003052	5	*	1588 CORPORATE CENTER DR	MONTEREY PARK CA	91754	48.09
255	5252003053	5	*	850 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
256	5252003055	5	*	122 S EL MOLINO ST	ALHAMBRA CA	91801	48.09
257	5252003057	5	*	1719 WARWICK RD	SAN MARINO CA	91108	48.09
258	5252003058	5	*	18924 CARMEL CREST DR	TARZANA CA	91356	48.09
259	5252003065	5	*	718 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
260	5252003066	5	*	PO BOX 5007	SAN GABRIEL CA	91778	48.09
261	5252003067	5	*	1290 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
262	5252003069	5	*	1588 CORPORATE CENTER DR	MONTEREY PARK CA	91754	1,353.13
263	5252003070	5	*	915 TOWNE AVE	LOS ANGELES CA	90021	48.09
264	5252003071	5	*	1230 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
265	5252004074	5	*	5020 BLUEBELL AVE	VALLEY VILLAGE CA	91607	48.09
266	5252004075	5	*	1350 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
267	5252004078	5	*	1300 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
268	5252004086	5	*	1430 MONTEREY PASS RD NO A	MONTEREY PARK CA	91754	48.09
269	5252005071	5	*	1810 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
270	5252005072	5	*	1820 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
271	5252005074	5	*	1860 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
272	5252005075	5	*	1880 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
273	5252005076	5	*	8524 LARKDALE RD	SAN GABRIEL CA	91775	48.09
274	5252005077	5	*	1900 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
275	5252005078	5	*	1258 SADDLEHORN WAY	WALNUT CA	91789	48.09
276	5252005079	5	*	20707 E RIM LN	WALNUT CA	91789	48.09
277	5252005080	5	*	1940 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
278	5252005081	5	*	1960 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
279	5252005082	5	*	1980 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
280	5252005083	5	*	1990 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
281	5252005084	5	*	2000 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
282	5252005085	5	*	2020 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
283	5252005086	5	*	2040 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09

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284	5252005087	5	*	2060 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
285	5252005088	5	*	2080 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
286	5252005089	5	*	2090 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
287	5252005090	5	*	2100 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
288	5252005091	5	*	641 BARNUM WAY	MONTEREY PARK CA	91754	48.09
289	5252005092	5	*	2140 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
290	5252005093	5	*	2180 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
291	5252005094	5	*	2190 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
292	5252005095	5	*	2200 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
293	5252005096	5	*	2220 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
294	5252005097	5	*	2238 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
295	5252005098	5	*	2260 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
296	5252005099	5	*	2280 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
297	5252005100	5	*	2290 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
298	5252005101	5	*	2300 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
299	5252005103	5	*	2160 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
300	5252005104	5	*	1800 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
301	5252005105	5	*	2320 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
302	5252006009	5	*	1901 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
303	5252006010	5	*	1260 MILL LN	SAN ARINO CA	91108	48.09
304	5252013026	5	*	1301 LIGHTVIEW ST	MONTEREY PARK CA	91754	48.09
305	5252013031	5	*	1800 BLUFFHILL DR	MONTEREY PARK CA	91754	48.09
306	5252014011	5	*	1367 HILLSIDE ST	MONTEREY PARK CA	91754	48.09
307	5252014023	5	*	26441 BELSHIRE WAY	LAKE FOREST CA	92630	48.09
308	5252015001	5	*	19766 AL HIGHWAY 117	IDER AL	35981	48.09
309	5252015014	5	*	1795 BLUFFHILL DR	MONTEREY PARK CA	91754	48.09
310	5252015015	5	*	1801 BLUFFHILL DR	MONTEREY PARK CA	91754	48.09
311	5252015017	5	*	1164 HIGHLAND DR	MONTEREY PARK CA	91754	48.09
312	5252015018	5	*	1877 BLUFFHILL DR	MONTEREY PARK CA	91754	48.09
313	5252015019	5	*	1895 BLUFFHILL DR	MONTEREY PARK CA	91754	48.09
314	5252015020	5	*	1901 BLUFFHILL DR	MONTEREY PARK CA	91754	48.09
315	5252015021	5	*	1915 BLUFFHILL DR	MONTEREY PARK CA	91754	48.09

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316	5252015022	5	*	1833 BLUFFHILL DR	MONTEREY PARK CA	91754	48.09
317	5252016003	5	*	2068 W LONGHILL DR	MONTEREY PARK CA	91754	48.09
318	5252016004	5	*	1311 BELHAM RIDGE CT	SPRING TX	77379	48.09
319	5252016005	5	*	1190 S LONGHILL WAY	MONTEREY PARK CA	91754	48.09
320	5252016006	5	*	1933 BLUFFHILL DR	MONTEREY PARK CA	91754	48.09
321	5252016007	5	*	1947 BLUFFHILL DR	MONTEREY PARK CA	91754	48.09
322	5252016008	5	*	1963 BLUFFHILL DR	MONTEREY PARK CA	91754	48.09
323	5252016009	5	*	1985 BLUFFHILL DR	MONTEREY PARK CA	91754	48.09
324	5252018004	5	*	1255 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
325	5252018005	5	*	1241 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
326	5252018006	5	*	3655 YORKSHIRE RD	PASADENA CA	91107	48.09
327	5252018007	5	*	1201 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
328	5252018008	5	*	1187 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
329	5252018011	5	*	2167 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
330	5252018013	5	*	1125 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
331	5252018014	5	*	1113 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
332	5252018016	5	*	1091 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
333	5252018017	5	*	1087 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
334	5252018018	5	*	1083 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
335	5252018019	5	*	1079 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
336	5252019001	5	*	930 S CHARLOTTE AVE	SAN GABRIEL CA	91776	48.09
337	5252019002	5	*	1069 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
338	5252019003	5	*	1065 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
339	5252019004	5	*	1068 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
340	5252019005	5	*	1057 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
341	5252019006	5	*	1053 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
342	5252019007	5	*	1049 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
343	5252019008	5	*	1045 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
344	5252019009	5	*	1041 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
345	5252019010	5	*	1037 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
346	5252019011	5	*	1033 RIDGECREST ST	MONTEREY PARK CA	91754	48.09

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347	5252019012	5	*	1029 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
348	5252019014	5	*	1021 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
349	5252019015	5	*	1017 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
350	5252019016	5	*	333 E BENBOW ST	COVINA CA	91722	48.09
351	5252019017	5	*	1009 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
352	5252019018	5	*	280 ORCHARD AVE APT C	MOUNTAIN VIEW CA	94043	48.09
353	5252019019	5	*	1001 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
354	5252020017	5	*	1052 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
355	5252021009	5	*	1623 BLUFFHILL DR	MONTEREY PARK CA	91754	48.09
356	5252022020	5	*	1611 BLUFFHILL DR	MONTEREY PARK CA	91754	48.09
357	5252029035	5	*	770 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
358	5252029036	5	*	1408 VIA ROMA	MONTEBELLO CA	90640	48.09
359	5252029037	5	*	22606 CORAL PL	LAKE FOREST CA	92630	48.09
360	5252029038	5	*	1690 COLLEGE VIEW DR UNIT A	MONTEREY PARK CA	91754	48.09
361	5252029039	5	*	912 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
362	5252029040	5	*	961 THAMES CT	SAN DIMAS CA	91773	48.09
363	5252029041	5	*	1640 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
364	5252029042	5	*	2090 VANCOUVER AVE	MONTEREY PARK CA	91754	48.09
365	5252029043	5	*	2240 MOON VIEW DR	HACIENDA HEIGHTS CA	91745	48.09
366	5252029044	5	*	55 W PALM DR	ARCADIA CA	91007	48.09
367	5252029045	5	*	6962 FERN CROFT AVE	SAN GABRIEL CA	91775	48.09
368	5252029046	5	*	294 SIERRA OAKS DR	ARCADIA CA	91006	48.09
369	5252029048	5	*	11015 FREER ST	TEMPLE CITY CA	91780	48.09
370	5252029050	5	*	1608 APPIAN WAY	MONTEBELLO CA	90640	48.09
371	5252029051	5	*	1197 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
372	5252031001	5	*	1445 FORESTVIEW DR	BREA CA	92821	48.09
373	5252031002	5	*	985 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
374	5252031003	5	*	979 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
375	5252031006	5	*	1526 RIDGECREST WAY	MONTEREY PARK CA	91754	48.09
376	5252031007	5	*	1540 RIDGECREST WAY	MONTEREY PARK CA	91754	48.09
377	5252031008	5	*	1552 RIDGECREST WAY	MONTEREY PARK CA	91754	48.09
378	5252031009	5	*	1566 RIDGECREST WAY	MONTEREY PARK CA	91754	48.09

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379	5252031010	5	*	1580 RIDGECREST WAY	MONTEREY PARK CA	91754	48.09
380	5252031011	5	*	1592 RIDGECREST WAY	MONTEREY PARK CA	91754	48.09
381	5252031020	5	*	1501 VAGABOND RD	MONTEREY PARK CA	91754	48.09
382	5252032003	5	*	11661 BRANDFORD COMMONS DR	LAS VEGAS NV	89135	48.09
383	5252032004	5	*	921 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
384	5252032005	5	*	2823 BURKSHIRE AVE	LOS ANGELES CA	90064	48.09
385	5252032006	5	*	901 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
386	5252032007	5	*	889 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
387	5252033004	5	*	250 S ATLANTIC BLVD	LOS ANGELES CA	90022	48.09
388	5252033005	5	*	861 DONNER PL	MONTEREY PARK CA	91754	48.09
389	5252033006	5	*	857 DONNER PL	MONTEREY PARK CA	91754	48.09
390	5252033008	5	*	849 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
391	5252033009	5	*	843 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
392	5252033010	5	*	1836 OAKGATE ST	MONTEREY PARK CA	91755	48.09
393	5252033011	5	*	837 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
394	5252033016	5	*	534 S BREED ST	LOS ANGELES CA	90033	48.09
395	5252033017	5	*	13151 TAMARISK DR	NORTH TUSTIN CA	92705	48.09
396	5252033021	5	*	772 BARNUM WAY	MONTEREY PARK CA	91754	48.09
397	5252033022	5		772 BARNUM WAY	MONTEREY PARK CA	91754	48.09
398	5252034001	5	*	2151 VALENTINE PL	SAN MARINO CA	91108	48.09
399	5252034010	5	*	880 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
400	5252034011	5	*	888 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
401	5252034013	5	*	906 SUMMIT PL	MONTEREY PARK CA	91754	48.09
402	5252035001	5	*	1175 CREST HAVEN WAY	MONTEREY PARK CA	91754	48.09
403	5252036001	5	*	2695 LOMBARDY RD	SAN MARINO CA	91108	48.09
404	5252036002	5	*	1181 DOVER WAY	MONTEREY PARK CA	91754	48.09
405	5252036003	5	*				48.09
406	5252036016	5	*	1196 CREST HAVEN WAY	MONTEREY PARK CA	91754	48.09
407	5252037001	5	*	1211 W CREST WAY	MONTEREY PARK CA	91754	48.09
408	5252037002	5	*	1201 W CREST WAY	MONTEREY PARK CA	91754	48.09
409	5252037003	5	*	1263 W CREST WAY	MONTEREY PARK CA	91754	48.09
410	5252037004	5	*	1251 W CREST WAY	MONTEREY PARK CA	91754	48.09

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411	5252037005	5	*	1243 W CREST WAY	MONTEREY PARK CA	91754	48.09
412	5252037012	5	*	1298 W CREST WAY	MONTEREY PARK CA	91754	48.09
413	5252037013	5	*	2095 S LEO AVE	COMMERCE CA	90040	48.09
414	5252038003	5		924 SUMMIT PL	MONTEREY PARK CA	91754	48.09
415	5252038009	5	*	1160 BUSCH GARDEN CT	PASADENA CA	91105	48.09
416	5252040011	5	*	1290 HIGHLAND DR	MONTEREY PARK CA	91754	48.09
417	5252040018	5	*	1295 WINDOVER WAY	MONTEREY PARK CA	91754	48.09
418	5252040019	5	*	221 S RUSSELL AVE	MONTEREY PARK CA	91755	48.09
419	5252040022	5	*	1233 WINDOVER WAY	MONTEREY PARK CA	91754	48.09
420	5252041007	5	*	801 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
421	5252041008	5	*	805 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
422	5252041009	5	*	809 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
423	5252041010	5	*	815 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
424	5252041011	5	*	819 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
425	5252041012	5	*	515 S FIGUEROA ST STE 2060	LOS ANGELES CA	90071	48.09
426	5252041013	5	*	827 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
427	5252041014	5	*	831 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
428	5252041015	5	*	343 WYNN CT	THOUSAND OAKS CA	91362	48.09
429	5252041021	5	*	781 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
430	5252041028	5	*	765 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
431	5252041029	5	*	795 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
432	5252041032	5	*	773 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
433	5252041033	5	*	769 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
434	5252041034	5	*	720 BARNUM WAY	MONTEREY PARK CA	91754	48.09
435	5252041035	5	*	724 BARNUM WAY	MONTEREY PARK CA	91754	48.09
436	5252041036	5	*	728 BARNUM WAY	MONTEREY PARK CA	91754	48.09
437	5252041037	5	*	732 BARNUM WAY	MONTEREY PARK CA	91754	48.09
438	5252041038	5	*	736 BARNUM WAY	MONTEREY PARK CA	91754	48.09
439	5252041039	5	*	740 BARNUM WAY	MONTEREY PARK CA	91754	48.09
440	5252041040	5	*	744 BARNUM WAY	MONTEREY PARK CA	91754	48.09
441	5252041041	5	*	748 BARNUM WAY	MONTEREY PARK CA	91754	48.09

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442	5252041042	5	*	752 BARNUM WAY	MONTEREY PARK CA	91754	48.09
443	5252041043	5	*	1363 ROCK VIEW ST	MONTEREY PARK CA	91754	48.09
444	5252041044	5	*	628 CREEKMORE CT	WALNUT CREEK CA	94598	48.09
445	5252041045	5	*	764 BARNUM WAY	MONTEREY PARK CA	91754	48.09
446	5252041046	5	*	768 BARNUM WAY	MONTEREY PARK CA	91754	48.09
447	5252042009	5	*	1097 BRIER CLIFF WAY	MONTEREY PARK CA	91754	48.09
448	5252042010	5	*	1101 BRIER CLIFF WAY	MONTEREY PARK CA	91754	48.09
449	5252042011	5	*	1113 BRIER CLIFF WAY	MONTEREY PARK CA	91754	48.09
450	5252042012	5	*	1177 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
451	5252042013	5	*	1325 BROCKTON AVE APT 6	LOS ANGELES CA	90025	48.09
452	5252043003	5	*	2234 HIGHLAND VISTA DR	ARCADIA CA	91006	48.09
453	5252043004	5	*	1090 CHALET TERRACE	MONTEREY PARK CA	91754	48.09
454	5252043011	5	*	2627 W AVENUE 31	LOS ANGELES CA	90065	48.09
455	5252043012	5	*	PO BOX 1363	MONTEREY PARK CA	91754	48.09
456	5252043014	5	*	812 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
457	5252043015	5	*	806 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
458	5252043017	5	*	801 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
459	5252043018	5	*	805 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
460	5252043019	5	*	835 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
461	5252043020	5	*	851 CREST VISTA DR	MONTEREY PARK CA	91754	625.43
462	5252043021	5	*	12251 LAMPLIGHTER ST	GARDEN GROVE CA	92845	48.09
463	5252043022	5	*	885 CREST VIST DR	MONTEREY PARK CA	91754	48.09
464	5252043023	5	*	903 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
465	5252043038	5	*	790 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
466	5252043041	5	*	1055 CHALET TER	MONTEREY PARK CA	91754	48.09
467	5252043042	5	*	752 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
468	5252043043	5	*	758 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
469	5252043045	5	*	770 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
470	5252043047	5	*	782 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
471	5252043048	5	*	794 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
472	5252044001	5	*	1400 W LONGHILL DR	MONTEREY PARK CA	91754	48.09
473	5252044002	5	*	757 RIDGECREST ST	MONTEREY PARK CA	91754	48.09

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474	5252044003	5	*	753 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
475	5252044004	5	*	749 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
476	5252044005	5	*	745 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
477	5252044006	5	*	741 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
478	5252044007	5	*	737 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
479	5252044008	5	*	733 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
480	5252044016	5	*	2345 SHERWOOD RD	SAN MARINO CA	91108	48.09
481	5252044017	5	*	696 BARNUM WAY	MONTEREY PARK CA	91754	48.09
482	5252044018	5	*	700 BARNUM WAY	MONTEREY PARK CA	91754	48.09
483	5252044019	5	*	704 BARNUM WAY	MONTEREY PARK CA	91754	48.09
484	5252044020	5	*	708 BARNUM WAY	MONTEREY PARK CA	91754	48.09
485	5252044021	5	*	712 BARNUM WAY	MONTEREY PARK CA	91754	48.09
486	5252044022	5	*	716 BARNUM WAY	MONTEREY PARK CA	91754	48.09
487	5253002022	5		2707 E VALLEY BLVD STE 311	WEST COVINA CA	91792	48.09
488	5253005003	5	*	915 DE LA FUENTE ST	MONTEREY PARK CA	91754	48.09
489	5253006013	5	*	1015 DE LA FUENTE ST	MONTEREY PARK CA	91754	48.09
490	5253006014	5	*	1031 DE LA FUENTE ST	MONTEREY PARK CA	91754	48.09
491	5253006015	5	*	1027 DE LA FUENTE ST	MONTEREY PARK CA	91754	48.09
492	5253006016	5	*	898 VIA VENTI	MONTEREY PARK CA	91754	48.09
493	5253006017	5	*	889 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
494	5253006018	5	*	983 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
495	5253006019	5	*	989 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
496	5253006020	5	*	999 SNYDER LN	MONTEREY PARK CA	91754	48.09
497	5253006021	5	*	1039 SNYDER LN	MONTEREY PARK CA	91754	48.09
498	5253006027	5	*	887 SCUDDER WAY	MONTEREY PARK CA	91754	48.09
499	5253006028	5		7318 TERESA AVE	ROSEMEAD CA	91770	48.09
500	5253006040	5	*	899 HOLLADAY WAY	MONTEREY PARK CA	91754	48.09
501	5253006041	5	*	898 HOLLADAY WAY	MONTEREY PARK CA	91754	48.09
502	5253006042	5	*	888 HOLLADAY WAY	MONTEREY PARK CA	91754	48.09
503	5253006043	5	*	PO BOX 1526	MONTEREY PARK CA	91754	48.09
504	5253006044	5	*	882 HOLLADAY WAY	MONTEREY PARK CA	91754	48.09
505	5253006051	5	*	1086 SNYDER LN	MONTEREY PARK CA	91754	48.09

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506	5253006052	5	*	1082 SNYDER LN	MONTEREY PARK CA	91754	48.09
507	5253006056	5	*	882 SCUDDER WAY	MONTEREY PARK CA	91754	48.09
508	5253006058	5	*	988 SNYDER LN	MONTEREY PARK CA	91754	48.09
509	5253006059	5	*	988 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
510	5253006060	5	*	986 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
511	5253006061	5	*	982 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
512	5253006062	5	*	928 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
513	5253006063	5	*	898 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
514	5253007005	5		1040 DE LA FUENTE ST	MONTEREY PARK CA	91754	48.09
515	5253007017	5	*	1030 DE LA FUENTE ST	MONTEREY PARK CA	91754	48.09
516	5253007024	5		1068 DE LA FUENTE ST	MONTEREY PARK CA	91754	48.09
517	5253007025	5	*	1068 DE LA FUENTE ST	MONTEREY PARK CA	91754	48.09
518	5253007027	5	*	1088 DE LA FUENTE ST	MONTEREY PARK CA	91754	48.09
519	5253007028	5		711 N BROADWAY # 403	LOS ANGELES CA	90012	48.09
520	5253008026	5	*	828 VIA VENTI	MONTEREY PARK CA	91754	48.09
521	5253008027	5	*	832 VIA VENTI	MONTEREY PARK CA	91754	48.09
522	5253008028	5	*	838 VIA VENTI	MONTEREY PARK CA	91754	48.09
523	5253008029	5	*	866 VIA VENTI	MONTEREY PARK CA	91754	48.09
524	5253008030	5	*	868 VIA VENTI	MONTEREY PARK CA	91754	48.09
525	5253008031	5	*	55 S RAYMOND AVE #105	ALHAMBRA CA	91801	48.09
526	5253008032	5	*	882 VIA VENTI	MONTEREY PARK CA	91754	48.09
527	5253008033	5	*	886 VIA VENTI	MONTEREY PARK CA	91754	48.09
528	5253008034	5	*	888 VIA VENTI	MONTEREY PARK CA	91754	48.09
529	5253008035	5	*	201 E CENTER ST STE 108	ANAHEIM CA	92805	48.09
530	5253008036	5		201 W GARVEY AVE UNIT 102	MONTEREY PARK CA	91754	48.09
531	5253008037	5	*	809 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
532	5253008038	5	*	829 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
533	5253008039	5	*	839 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
534	5253008040	5	*	863 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
535	5253008041	5	*	869 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
536	5253008042	5	*	883 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
537	5253008043	5	*	889 KINGSFORD ST	MONTEREY PARK CA	91754	48.09

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538	5253008044	5	*	893 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
539	5253008045	5	*	896 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
540	5253008046	5	*	888 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
541	5253008047	5	*	886 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
542	5253008048	5	*	4111 THISTLE HILL CT	SUGAR LAND TX	77479	48.09
543	5253008049	5	*	880 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
544	5253008050	5	*	868 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
545	5253008052	5	*	5925 COLGATE AVE	LOS ANGELES CA	90036	48.09
546	5253008054	5	*	832 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
547	5253008055	5	*	828 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
548	5253008060	5	*	818 VIA VENTI	MONTEREY PARK CA	91754	48.09
549	5253008061	5		201 W GARVEY AVE UNIT 102	MONTEREY PARK CA	91754	48.09
550	5253009019	5	*	21700 OXNARD ST STE 345	WOODLAND HILLS CA	91367	48.09
551	5253010031	5		1720 N 1ST ST	SAN JOSE CA	95112	48.09
552	5253010036	5	*	9622 HALEDON AVE	DOWNEY CA	90240	48.09
553	5253010037	5	*	9622 HALEDON AVE	DOWNEY CA	90240	48.09
554	5253010039	5	*	9622 HALEDON AVE	DOWNEY CA	90240	48.09
555	5253010040	5	*	9622 HALEDON AVE	DOWNEY CA	90240	48.09
556	5253012019	5	*	1000 COLLEGE VIEW DR # A	MONTEREY PARK CA	91754	48.09
557	5253012020	5	*	7912 VENTURA CANYON AVE	PANORAMA CITY CA	91402	48.09
558	5253012021	5	*	1000 S PALM CANYON DR STE 104	PALM SPRINGS CA	92264	48.09
559	5253012022	5	*	8317 VILLAVERDE DR	WHITTIER CA	90605	48.09
560	5253012023	5	*	1130 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
561	5253012025	5	*	1536 SOMBRERO DR	MONTEREY PARK CA	91754	48.09
562	5253013021	5	*	18605 E GALE AVE STE 205	CITY OF INDUSTRY CA	91748	48.09
563	5253013022	5	*	18605 E GALE AVE UNIT 205	CITY OF INDUSTRY CA	91748	48.09
564	5253013023	5	*	1130 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
	5253013024	5	*	1081 BRIGHTWOOD ST	MONTEREY PARK CA	91754	48.09
565	5253013025	5	*	1130 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09
566	5253013026	5	*	758 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
567	5253013027	5	*	635 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
568	5253013028	5	*	1160 COLLEGE VIEW DR	MONTEREY PARK CA	91754	48.09

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569	5253013029	5	*	1170 COLLEGE VIEW DR NO 4	MONTEREY PARK CA	91754	48.09
570	5253013031	5	*	6306 LONGMONT AVE	SAN GABRIEL CA	91775	48.09
571	5253014018	5	*	724 W HELLMAN AVE	MONTEREY PARK CA	91754	48.09
572	5253024003	5	*	6830 OAK SPRINGS DR	OAK PARK CA	91377	48.09
573	5253024004	5	*	241 W FOOTHILL BLVD	ARCADIA CA	91006	48.09
574	5253024005	5	*	PO BOX 331302	LOS ANGELES CA	90033	48.09
575	5253024006	5	*	1204 DELL DR	MONTEREY PARK CA	91754	48.09
576	5253024008	5	*	851 S BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
577	5253024010	5	*	921 W EL REPETTO DR	MONTEREY PARK CA	91754	48.09
578	5253024012	5	*	1086 W EAST CREST WAY	MONTEREY PARK CA	91754	48.09
579	5253024013	5	*	1060 W EAST CREST WAY	MONTEREY PARK CA	91754	48.09
580	5253024014	5	*	1028 W EAST CREST WAY	MONTEREY PARK CA	91754	48.09
581	5253028007	5	*	1360 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
582	5253029004	5	*	1240 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
583	5253029005	5	*	1220 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
584	5253029006	5	*	1200 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
585	5253029007	5	*	1231 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
586	5253030013	5	*	1618 GOODMAN AVE	REDONDO BEACH CA	90278	48.09
587	5253030014	5	*	1310 W GRAND VISTA WAY	MONTEREY PARK CA	91754	48.09
588	5253034046	5	*	445 S JADE TREE DR	MONTEREY PARK CA	91754	48.09
589	5253034047	5	*	445 S JADE TREE DR	MONTEREY PARK CA	91754	48.09
590	5253034048	5	*	2240 MOON VIEW DR	HACIENDA HEIGHTS CA	91745	48.09
591	5253034049	5	*	9121 LONGDEN AVE	TEMPLE CITY CA	91780	48.09
592	5253034050	5	*	816 BARTOLO AVE	MONTEBELLO CA	90640	48.09
593	5253034051	5	*	799 KING ST	SAN GABRIEL CA	91776	48.09
594	5253034052	5	*	PO BOX 6425	ALHAMBRA CA	91801	48.09
595	5253034053	5	*	961 THAMES CT	SAN DIMAS CA	91773	48.09
596	5253034054	5	*	770 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
597	5253034055	5	*	770 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
598	5253034056	5	*	770 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
599	5253034057	5	*	1616 ABAJO DR	MONTEREY PARK CA	91754	48.09
600	5253034058	5	*	1005 E LAS TUNAS DR STE 654	SAN GABRIEL CA	91776	48.09

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601	5253035006	5	*	1169 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
602	5253035008	5	*	1185 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
603	5253035009	5	*	43 ROYAL DR	WEST WARWICK RI	2893	48.09
604	5253035010	5	*	1197 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
605	5253035015	5	*	1108 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
606	5253035016	5	*	1148 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
607	5253035017	5	*	1148 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
608	5253035018	5	*	1581 VALLEY VISTA DR	MONTEREY PARK CA	91754	48.09
609	5253035019	5	*	1164 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
610	5253035020	5	*	1182 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
611	5253035021	5	*	1190 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
612	5253036002	5	*	1101 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
613	5253036003	5	*	1107 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
614	5253036004	5	*	1115 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
615	5253036005	5	*	PO BOX 1253	ROSEMEAD CA	91770	48.09
616	5253036009	5	*	1072 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
617	5253036010	5	*	1411 SOLAR DR	MONTEREY PARK CA	91754	48.09
618	5253036011	5	*	1048 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
619	5253036012	5	*	3544 W BEVERLY BLVD	MONTEBELLO CA	90640	48.09
620	5253036013	5	*	1024 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
621	5253036014	5	*	1012 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
622	5253036029	5	*	1095 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
623	5253036030	5	*	2317 W 184TH ST	TORRANCE CA	90504	48.09
624	5253036031	5	*	990 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
625	5253036032	5	*	980 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
626	5253036033	5	*	964 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
627	5253036034	5	*	1075 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
628	5253036035	5	*	1057 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
629	5253036036	5	*	6508 CERTA DR	RANCHO PALOS VERDES	90275	48.09
630	5253036038	5	*	1009 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
631	5253037001	5	*	1000 W EAST CREST WAY	MONTEREY PARK CA	91754	48.09

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632	5253037002	5	*	1015 W EAST CREST WAY	MONTEREY PARK CA	91754	48.09
633	5253037003	5	*	1031 W EAST CREST WAY	MONTEREY PARK CA	91754	48.09
634	5253037004	5	*	1045 W EAST CREST WAY	MONTEREY PARK CA	91754	48.09
635	5253037013	5	*	1130 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
636	5253037014	5	*	1124 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
637	5253037025	5	*	1112 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
638	5253038001	5	*	946 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
639	5253038002	5	*	930 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
640	5253038003	5	*	912 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
641	5253038004	5	*	894 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
642	5253038005	5	*	878 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
643	5253038006	5	*	860 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
644	5253038015	5	*	10104 OLIVE ST	TEMPLE CITY CA	91780	48.09
645	5253038016	5	*	929 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
646	5253038017	5	*	1532 N BOYLSTONE ST	LOS ANGELES CA	90012	48.09
647	5253038018	5	*	955 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
648	5253038019	5	*	1580 BRIGHTWOOD ST	MONTEREY PARK CA	91754	48.09
649	5253039001	5	*	978 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
650	5253039003	5	*	1006 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
651	5253039004	5	*	1014 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
652	5253039005	5	*	1022 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
653	5253039008	5	*	330 MARGUERITE AVE APT A	CORONA DEL REY CA	92625	48.09
654	5253039009	5	*	1086 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
655	5253039010	5	*	968 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
656	5253039013	5	*	924 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
657	5253039015	5	*	900 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
658	5253040028	5	*	PO BOX 1624	ROSEMEAD CA	91770	48.09
659	5253040030	5	*	712 RODMAN CIR	MONTEREY PARK CA	91754	48.09
660	5253040031	5		1107 FAIR OAKS AVE # 234	SOUTH PASADENA CA	91030	48.09
661	5253040037	5	*	622 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
662	5253040038	5	*	616 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
663	5253040039	5	*	610 CREST VISTA DR	MONTEREY PARK CA	91754	48.09

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664	5253040040	5	*	606 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
665	5254002012	5	*	1367 SOMBRERO DR	MONTEREY PARK CA	91754	48.09
666	5254002013	5	*	1355 SOMBRERO DR	MONTEREY PARK CA	91754	48.09
667	5254002014	5	*	1345 SOMBRERO DR	MONTEREY PARK CA	91754	48.09
668	5254002016	5	*	1321 SOMBRERO DR	MONTEREY PARK CA	91754	48.09
669	5254002017	5	*	1311 SOMBRERO DR	MONTEREY PARK CA	91754	48.09
670	5254002018	5	*	1304 OLD MILL RD	SAN MARINO CA	91108	48.09
671	5254002019	5	*	1300 SOMBRERO DR	MONTEREY PARK CA	91754	48.09
672	5254002027	5	*	3348 PUNTA DEL ESTE DR	HACIENDA HEIGHTS CA	91745	48.09
673	5254002029	5		960 E LAS TUNAS DR STE A	SAN GABRIEL CA	91776	48.09
674	5254003005	5	*	1457 SOMBRERO DR	MONTEREY PARK CA	91754	48.09
675	5254003007	5	*	1421 SOMBRERO DR	MONTEREY PARK CA	91754	48.09
676	5254003013	5		4183 TEMPLE CITY BLVD UNIT A	EL MONTE CA	91731	1,276.03
677	5254003014	5		333 W GARVEY AVE PMB 253	MONTEREY PARK CA	91754	4,015.98
678	5254003018	5		4838 FIESTA AVE	TEMPLE CITY CA	91780	1,189.13
679	5254003019	5		6415 WHITTIER BLVD	LOS ANGELES CA	90022	48.09
680	5254003126	5	*	125 CAMPANITA CT	MONTEREY PARK CA	91754	48.09
681	5254003127	5	*	108 CAMPANITA CT	MONTEREY PARK CA	91754	48.09
682	5254004009	5	*	1597 VERDE VISTA DR	MONTEREY PARK CA	91754	48.09
683	5254004010	5	*	6520 E ROSE B AY ST	MONTEREY PARK CA	91754	48.09
684	5254004027	5	*	1485 ARRIBA DR	MONTEREY PARK CA	91754	48.09
685	5254004030	5	*				48.09
686	5254004038	5	*	1458 SOMBRERO DR	MONTEREY PARK CA	91754	48.09
687	5254004039	5	*	1478 SOMBRERO DR	MONTEREY PARK CA	91754	48.09
688	5254004040	5	*	1639 N GREYCASTLE AVE	MONTEBELLO CA	90640	48.09
689	5254004041	5	*	1518 SOMBRERO DR	MONTEREY PARK CA	91754	48.09
690	5254004044	5	*	1588 SOMBRERO DR	MONTEREY PARK CA	91754	48.09
691	5254004045	5	*	1495 ARRIBA DR	MONTEREY PARK CA	91754	48.09
692	5254004046	5	*	1503 ARRIBA DR	MONTEREY PARK CA	91754	48.09
693	5254004052	5	*	1581 VERDE VISTA DR	MONTEREY PARK CA	91754	48.09
694	5254004053	5	*	1587 VERDE VISTA DR	MONTEREY PARK CA	91754	48.09

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695	5254005034	5	*	1721 GARVEY AVE NO C	ALHAMBRA CA	91803	48.09
696	5254005044	5	*	2063 CERCO ALTA DR	MONTEREY PARK CA	91754	48.09
697	5254005045	5	*	2095 CERCO ALTA DR	MONTEREY PARK CA	91754	48.09
698	5254005046	5	*	2096 CERCO ALTA DR	MONTEREY PARK CA	91754	48.09
699	5254006020	5	*	1825 VERDE VISTA DR	MONTEREY PARK CA	91754	48.09
700	5254006021	5	*	1813 VERDE VISTA DR	MONTEREY PARK CA	91754	48.09
701	5254007006	5	*	1912 CERCO ALTA DR	MONTEREY PARK CA	91754	48.09
702	5254007007	5	*	1918 CERCO ALTA DR	MONTEREY PARK CA	91754	48.09
703	5254007008	5	*	1924 CERCO ALTA DR	MONTEREY PARK CA	91754	48.09
704	5254007010	5	*	1936 CERCO ALTA DR	MONTEREY PARK CA	91754	48.09
705	5254008001	5	*	288 BARRANCA DR	MONTEREY PARK CA	91754	48.09
706	5254008028	5	*	282 BARRANCA DR	MONTEREY PARK CA	91754	48.09
707	5254009020	5	*	178 LADERA ST	MONTEREY PARK CA	91754	48.09
708	5254009021	5	*	168 LADERA ST	MONTEREY PARK CA	91754	48.09
709	5254009023	5	*	154 LADERA ST	MONTEREY PARK CA	91754	48.09
710	5254009026	5	*	207 S OAKLAND AVE # E	PASADENA CA	91101	48.09
711	5254009040	5	*	2096 DURANGO DR	MONTEREY PARK CA	91754	48.09
712	5254010001	5	*	265 BARRANCA DR	MONTEREY PARK CA	91754	48.09
713	5254010002	5	*	261 BARRANCA DR	MONTEREY PARK CA	91754	48.09
714	5254010003	5	*	253 BARRANCA DR	MONTEREY PARK CA	91754	48.09
715	5254010027	5	*	141 LADERA ST	MONTEREY PARK CA	91754	48.09
716	5254010028	5	*	1857 HANSCOM DR	SOUTH PASADENA CA	91030	48.09
717	5254010029	5	*	153 LADERA ST	MONTEREY PARK CA	91754	48.09
718	5254012042	5	*	157 LADERA ST	MONTEREY PARK CA	91754	48.09
719	5254012043	5	*	161 LADERA ST	MONTEREY PARK CA	91754	48.09
720	5254012044	5	*	167 LADERA ST	MONTEREY PARK CA	91754	48.09
721	5254012045	5	*	PO BOX 1508	MONTEREY PARK CA	91754	48.09
722	5254012046	5	*	PO BOX 1508	MONTEREY PARK CA	91754	48.09
723	5254012047	5	*	183 LADERA ST	MONTEREY PARK CA	91754	48.09
724	5254012048	5	*	187 LADERA ST	MONTEREY PARK CA	91754	48.09
725	5254012049	5	*	193 LADERA ST	MONTEREY PARK CA	91754	48.09

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726	5254012050	5	*	PO BOX 1121	MONTEREY PARK CA	91754	48.09
727	5254012051	5	*	215 LADERA ST	MONTEREY PARK CA	91754	48.09
728	5254015043	5	*	200 LADERA ST	MONTEREY PARK CA	91754	48.09
729	5254015045	5	*	188 LADERA ST	MONTEREY PARK CA	91754	48.09
730	5254015046	5	*	182 LADERA ST	MONTEREY PARK CA	91754	48.09
731	5254016017	5	*	1574 FELIZ ST	MONTEREY PARK CA	91754	48.09
732	5254016018	5	*	1560 FELIZ ST	MONTEREY PARK CA	91754	48.09
733	5254016019	5	*	1544 FELIZ ST	MONTEREY PARK CA	91754	48.09
734	5254016020	5	*	1530 FELIZ ST	MONTEREY PARK CA	91754	48.09
735	5254016021	5	*	1516 FELIZ ST	MONTEREY PARK CA	91754	48.09
736	5254016022	5	*	1500 FELIZ ST	MONTEREY PARK CA	91754	48.09
737	5254017026	5	*	480 CAMPO ST	MONTEREY PARK CA	91754	48.09
738	5254017029	5	*	1446 AVION DR	MONTEREY PARK CA	91754	48.09
739	5254017033	5	*	PO BOX 461	ALHAMBRA CA	91802	48.09
740	5254017034	5	*	385 ALISO ST	MONTEREY PARK CA	91754	48.09
741	5254017037	5	*	1479 ABAJO DR	MONTEREY PARK CA	91754	48.09
742	5254017038	5	*	1469 ABAJO DR	MONTEREY PARK CA	91754	48.09
743	5254017039	5	*	1459 ABAJO DR	MONTEREY PARK CA	91754	48.09
744	5254017040	5		PO BOX 666	DOWNEY CA	90241	48.09
745	5254018014	5	*	1510 ABAJO DR	MONTEREY PARK CA	91754	48.09
746	5254018015	5	*	1500 ABAJO DR	MONTEREY PARK CA	91754	48.09
747	5254018016	5	*	1480 ABAJO DR	MONTEREY PARK CA	91754	48.09
748	5254018017	5	*	1470 ABAJO DR	MONTEREY PARK CA	91754	48.09
749	5254018018	5	*	1460 ABAJO DR	MONTEREY PARK CA	91754	48.09
750	5254018019	5	*	1450 ABAJO DR	MONTEREY PARK CA	91754	48.09
751	5254018020	5	*	1440 ABAJO DR	MONTEREY PARK CA	91754	48.09
752	5254018021	5	*	1888 MAPLEGATE ST	MONTEREY PARK CA	91755	48.09
753	5254018022	5	*	2748 ELLISON DR	BEVERLY HILLS CA	90210	48.09
754	5254018023	5	*	1410 ABAJO DR	MONTEREY PARK CA	91754	48.09
755	5254018024	5	*	1400 ABAJO DR	MONTEREY PARK CA	91754	48.09
756	5254018025	5	*	1390 ABAJO DR	MONTEREY PARK CA	91754	48.09
757	5254018026	5	*	1380 ABAJO DR	MONTEREY PARK CA	91754	48.09

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758	5254018027	5	*	1370 ABAJO DR	MONTEREY PARK CA	91754	48.09
759	5254018028	5	*	1360 ABAJO DR	MONTEREY PARK CA	91754	48.09
760	5254018029	5	*	1350 ABAJO DR	MONTEREY PARK CA	91754	48.09
761	5254018034	5	*	219 14TH ST	SANTA MONICA CA	90402	48.09
762	5254018035	5	*	4063 ADAIR ST	LOS ANGELES CA	90011	48.09
763	5254018037	5	*	543 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
764	5254018038	5	*	573 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
765	5254018039	5	*	43750 VISTA DEL MAR	FREMONT CA	94539	48.09
766	5254018040	5	*	469 LAS TUNAS DR	ARCADIA CA	91007	48.09
767	5254018041	5	*	1330 ABAJO DR	MONTEREY PARK CA	91754	48.09
768	5254019085	5	*	1690 ABAJO DR	MONTEREY PARK CA	91754	48.09
769	5254019086	5	*	1680 ABAJO DR	MONTEREY PARK CA	91754	48.09
770	5254019087	5	*	1670 ABAJO DR	MONTEREY PARK CA	91754	48.09
771	5254019088	5	*	1660 ABAJO DR	MONTEREY PARK CA	91754	48.09
772	5254019089	5	*	1650 ABAJO DR	MONTEREY PARK CA	91754	48.09
773	5254019090	5	*	1640 ABAJO DR	MONTEREY PARK CA	91754	48.09
774	5254019091	5	*	1632 ABAJO DR	MONTEREY PARK CA	91754	48.09
775	5254019092	5	*	1624 ABAJO DR	MONTEREY PARK CA	91754	48.09
776	5254019093	5	*	1616 ABAJO DR	MONTEREY PARK CA	91754	48.09
777	5254019094	5	*	1608 ABAJO DR	MONTEREY PARK CA	91754	48.09
778	5254019095	5	*	1600 ABAJO DR	MONTEREY PARK CA	91754	48.09
779	5254019096	5	*	1590 ABAJO DR	MONTEREY PARK CA	91754	48.09
780	5254019097	5	*	1580 ABAJO DR	MONTEREY PARK CA	91754	48.09
781	5254019098	5	*	1570 ABAJO DR	MONTEREY PARK CA	91754	48.09
782	5254019099	5	*	1560 ABAJO DR	MONTEREY PARK CA	91754	48.09
783	5254019100	5	*	1550 ABAJO DR	MONTEREY PARK CA	91754	48.09
784	5254019101	5	*	1540 ABAJO DR	MONTEREY PARK CA	91754	48.09
785	5254019102	5	*	1530 ABAJO DR	MONTEREY PARK CA	91754	48.09
786	5254019103	5	*	1520 ABAJO DR	MONTEREY PARK CA	91754	48.09
787	5254019104	5	*	1100 S SAN PEDRO ST STE A13	LOS ANGELES CA	90015	48.09
788	5254019105	5		811 S 3RD ST	MONTEBELLO CA	90640	48.09

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789	5254019106	5	*	1100 S SAN PEDRO ST STE A13	LOS ANGELES CA	90015	48.09
790	5254019107	5	*	657 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
791	5254019108	5	*	641 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
792	5254019109	5	*	641 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
793	5254019110	5	*	815 GLENMERE WAY	LOS ANGELES CA	90049	48.09
794	5254019111	5	*	338 PARSONS LANDING	LONG BEACH CA	90803	48.09
795	5254019112	5	*	1068 RIDGECREST ST	MONTEREY PARK CA	91754	48.09
796	5254019113	5	*	2940 MILITARY AVE	LOS ANGELES CA	90064	48.09
797	5254019114	5	*	601 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
798	5254019115	5	*	433 S PALM DR	BEVERLY HILLS CA	90212	48.09
799	5254019117	5	*	150 SAN MIGUEL RD	PASADENA CA	91105	48.09
800	5255016021	5		421 N PINE ST	SAN GABRIEL CA	91775	48.09
801	5255016022	5		421 N PINE ST	SAN GABRIEL CA	91775	48.09
802	5256003034	5	*	PO BOX 861056	LOS ANGELES CA	90086	48.09
803	5256003049	5		2225 S 6TH AVE	ARCADIA CA	91006	48.09
804	5257001085	5		2275 HUNTINGTON DR UNIT 199	SAN MARINO CA	91108	48.09
806	5257004019	5		71 HACIENDA DR	ARCADIA CA	91006	48.09
807	5257004020	5		71 HACIENDA DR	ARCADIA CA	91006	48.09
808	5257015001	5		411 E HUNTINGTON DR STE 107	ARCADIA CA	91006	48.09
809	5257015002	5		411 E HUNTINGTON DR STE 107	ARCADIA CA	91006	48.09
810	5257015004	5		411 E HUNTINGTON DR STE 107	ARCADIA CA	91006	48.09
811	5257015005	5		411 E HUNTINGTON DR STE 107	ARCADIA CA	91006	48.09
812	5257017005	5	*	888 GARDNER DR	MONTEBELLO CA	90640	48.09
813	5258007096	5	*	129 N NEW AVE	MONTEREY PARK CA	91755	48.09
814	5258013030	5		PO BOX 4067	ALHAMBRA CA	91803	48.09
815	5259007064	5		331 W DUARTE RD	ARCADIA CA	91007	48.09
816	5259007065	5		331 W DUARTE RD	ARCADIA CA	91007	48.09
817	5260009009	5		718 MOONEY DR	MONTEREY PARK CA	91755	48.09
818	5260011016	5	*	811 METRO DR	MONTEREY PARK CA	91755	48.09
819	5260011017	5	*	833 METRO DR	MONTEREY PARK CA	91755	48.09
820	5260011018	5	*	865 METRO DR	MONTEREY PARK CA	91755	48.09
821	5260011023	5	*	945 METRO DR	MONTEREY PARK CA	91755	48.09

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822	5260011032	5	*	922 VILLAGE DR	MONTEREY PARK CA	91755	48.09
823	5260011033	5	*	900 VILLAGE DR	MONTEREY PARK CA	91755	48.09
824	5260011034	5	*	890 VILLAGE DR	MONTEREY PARK CA	91755	48.09
825	5260011035	5	*	860 VILLAGE DR	MONTEREY PARK CA	91755	48.09
826	5260011036	5	*	735 PLATEAU AVE	MONTEREY PARK CA	91755	48.09
827	5260011037	5	*	801 METRO DR	MONTEREY PARK CA	91755	48.09
828	5260014015	5	*	1106 KEMPTON AVE	MONTEREY PARK CA	91754	48.09
829	5260014016	5	*	1114 KEMPTON AVE	MONTEREY PARK CA	91755	48.09
830	5260014017	5	*	1198 KEMPTON AVE	MONTEREY PARK CA	91755	48.09
831	5260014018	5	*	1371 VANDYKE RD	SAN MARINO CA	91108	48.09
832	5260014019	5	*	1266 KEMPTON AVE	MONTEREY PARK CA	91755	48.09
833	5260014020	5	*	115 SPINKS CANYON RD	BRADBURY CA	91008	48.09
834	5260014021	5	*	16080 LA MONDE ST	HACIENDA HEIGHTS CA	91745	48.09
835	5260014022	5	*	621 BALTIMORE AVE	MONTEREY PARK CA	91754	48.09
836	5260014023	5	*	1366 KEMPTON AVE	MONTEREY PARK CA	91755	48.09
837	5260014024	5	*	1394 KEMPTON AVE	MONTEREY PARK CA	91755	48.09
838	5260014025	5	*	1398 KEMPTON AVE	MONTEREY PARK CA	91755	48.09
839	5260014026	5	*	1422 KEMPTON AVE	MONTEREY PARK CA	91755	48.09
840	5260014027	5	*	1444 KEMPTON AVE	MONTEREY PARK CA	91755	48.09
841	5260014028	5	*	1466 KEMPTON AVE	MONTEREY PARK CA	91755	48.09
842	5260014034	5	*	1825 FERNBANK AVE	MONTEREY PARK CA	91754	48.09
843	5260014035	5	*	1590 FULTON AVE	MONTEREY PARK CA	91755	48.09
844	5260014036	5	*	1350 HIGHLAND DR	MONTEREY PARK CA	91754	48.09
845	5260014037	5	*	1620 FULTON AVE	MONTEREY PARK CA	91755	48.09
846	5260015005	5	*	42 SAIL VIEW AVE	RANCHO PALOS VERDES	90275	48.09
847	5260015006	5	*	1701 GRANT ST	MONTEREY PARK CA	91755	48.09
848	5260015010	5	*	1630 FULTON AVE	MONTEREY PARK CA	91755	48.09
849	5260015011	5	*	1640 FULTON AVE	MONTEREY PARK CA	91755	48.09
850	5260015012	5	*	1660 FULTON AVE	MONTEREY PARK CA	91755	48.09
851	5260015013	5	*	1670 FULTON AVE	MONTEREY PARK CA	91755	48.09
852	5260015014	5	*	1690 FULTON AVE	MONTEREY PARK CA	91755	48.09

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853	5260015015	5	*	1700 FULTON AVE	MONTEREY PARK CA	91755	48.09
854	5260015025	5	*	2531 DUNSWELL AVE	HACIENDA HEIGHTS CA	91745	48.09
855	5260015028	5	*	1708 FULTON AVE	MONTEREY PARK CA	91755	48.09
856	5260015029	5	*	17665 DEER VALLEY CT	RIVERSIDE CA	92504	48.09
857	5260016016	5	-	1874 BUCHANAN PL	MONTEREY PARK CA	91755	48.09
858	5260016018	5	-	467 ACKLEY ST	MONTEREY PARK CA	91755	4,142.94
859	5260017022	5	*	1895 LUY ST	MONTEREY PARK CA	91755	48.09
860	5260019030	5	*	1716 FILLMORE DR	MONTEREY PARK CA	91755	48.09
861	5260019031	5	*	1724 FILLMORE DR	MONTEREY PARK CA	91755	48.09
862	5260020001	5	*	1732 FILLMORE DR	MONTEREY PARK CA	91755	48.09
863	5260020002	5	*	1740 FILLMORE DR	MONTEREY PARK CA	91755	48.09
864	5260023001	5	*	937 BROWING PL	MONTEREY PARK CA	91755	48.09
865	5260023002	5	*	1059 HOLIDAY DR	WEST COVINA CA	91791	48.09
866	5260023003	5	*	2215 LENT LN	ARCADIA CA	91006	48.09
867	5260023004	5	*	825 BROWNING PL	MONTEREY PARK CA	91755	48.09
868	5260023005	5	*	821 BROWNING PL	MONTEREY PARK CA	91755	48.09
	5260023006	5	*	917 BROWNING PL	MONTEREY PARK CA	91755	48.09
	5260023007	5	*	5235 TEMPLE CITY BLVD	TEMPLE CITY CA	91780	48.09
	5260023008	5	*	809 BROWNING PL	MONTEREY PARK CA	91755	48.09
	5260023009	5	*	805 BROWNING PL	MONTEREY PARK CA	91755	48.09
	5260023010	5	*	801 BROWNING PL	MONTEREY PARK CA	91755	48.09
	5260024024	5		2825 W GRAND AVE	ALHAMBRA CA	91801	48.09
869	5260024031	5	*	858 BROWNING PL	MONTEREY PARK CA	91755	48.09
	5260024032	5	*	848 BROWNING PL	MONTEREY PARK CA	91755	48.09
	5260024033	5	*	838 BROWNING PL	MONTEREY PARK CA	91755	48.09
	5260025035	5	*	926 BERKEBILE CT	MONTEREY PARK CA	91755	48.09
870	5260025059	5	*	945 ABE WAY	MONTEREY PARK CA	91755	48.09
871	5260025062	5	*	942 ABE WAY	MONTEREY PARK CA	91755	48.09
872	5260025063	5		519 W EMERSON AVE	MONTEREY PARK CA	91754	48.09
873	5260025064	5		519 W EMERSON AVE	MONTEREY PARK CA	91754	48.09
874	5260026011	5	*	687 AZTEC WAY	MONTEREY PARK CA	91755	48.09
875	5260026016	5	*	667 AZTEC WAY	MONTEREY PARK CA	91755	48.09

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876	5260026017	5	*	663 AZTEC WAY	MONTEREY PARK CA	91755	48.09
877	5260027004	5	*	820 COUNTRY RD	MONTEREY PARK CA	91755	48.09
878	5260027005	5	*	804 COUNTRY RD	MONTEREY PARK CA	91755	48.09
879	5260027006	5	*	788 COUNTRY RD	MONTEREY PARK CA	91755	48.09
880	5260027024	5	*	671 BATAAN PL	MONTEREY PARK CA	91755	48.09
881	5260027025	5	*	667 BATAAN PL	MONTEREY PARK CA	91755	48.09
882	5260027026	5	*	674 BATAAN PL	MONTEREY PARK CA	91755	48.09
883	5260027032	5	*	698 BATAAN PL	MONTEREY PARK CA	91755	48.09
884	5260027033	5	*	702 BATAAN PL	MONTEREY PARK CA	91755	48.09
885	5260027034	5	*	706 BATAAN PL	MONTEREY PARK CA	91755	48.09
886	5261001040	5	*	28032 PASEO RINCON	MISSION VIEJO CA	92692	48.09
887	5261001043	5	*	10005 MISSION MILL RD	WHITTIER CA	90601	48.09
888	5261001046	5	*	524 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
889	5261001047	5	*	765 RUSSELL AVE	MONTEREY PARK CA	91755	48.09
890	5261001048	5	*	660 BARNUM WAY	MONTEREY PARK CA	91754	48.09
891	5261001049	5	*	548 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
892	5261001050	5	*	1937 PONTIUS AVE	LOS ANGELES CA	90025	48.09
893	5261001051	5	*	576 JADE TREE DR	MONTEREY PARK CA	91754	48.09
894	5261001052	5	*	582 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
895	5261001053	5	*	582 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
896	5261001054	5	*	608 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
897	5261001055	5	*	1233 WINDOVER WAY	MONTEREY PARK CA	91754	48.09
898	5261001056	5	*	608 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
899	5261001059	5	*	1250 E WALNUT ST STE 236	PASADENA CA	91106	48.09
900	5261001060	5	*	1190 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
901	5261001061	5	*	516 MONTEREY PASS RD	MONTEREY PARK CA	91754	48.09
902	5261009024	5	*	591 WHITNEY PL	MONTEREY PARK CA	91754	48.09
903	5261009025	5		571 WHITNEY PL	MONTEREY PARK CA	91754	48.09
904	5261009026	5	*	551 WHITNEY PL	MONTEREY PARK CA	91754	48.09
905	5261009029	5	*	1180 WILLIAMS ST	MONTEREY PARK CA	91754	48.09
906	5261009032	5	*	550 TEDFORD WAY	MONTEREY PARK CA	91754	48.09
907	5261009033	5	*	570 TEDFORD WAY	MONTEREY PARK CA	91754	48.09

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908	5261009034	5	*	576 TEDFORD WAY	MONTEREY PARK CA	91754	48.09
909	5261009035	5	*	591 TEDFORD WAY	MONTEREY PARK CA	91754	48.09
910	5261009036	5	*	1265 S EUCLID AVE	PASADENA CA	91106	48.09
911	5261009037	5	*	551 TEDFORD WAY	MONTEREY PARK CA	91754	48.09
912	5261009039	5	*	1220 WILLIAMS ST	MONTEREY PARK CA	91754	48.09
913	5261009040	5	*	1240 WILLIAMS ST	MONTEREY PARK CA	91754	48.09
914	5261009041	5	*	1260 WILLIAMS ST	MONTEREY PARK CA	91754	48.09
915	5261009042	5	*	1280 WILLIAMS ST	MONTEREY PARK CA	91754	48.09
916	5261009048	5	*	701 NACHI WAY	MONTEREY PARK CA	91754	48.09
917	5261009049	5	*	703 NACHI WAY	MONTEREY PARK CA	91754	48.09
918	5261009050	5	*	705 NACHI WAY	MONTEREY PARK CA	91754	48.09
919	5261009052	5	*	709 NACHI WAY	MONTEREY PARK CA	91754	48.09
920	5261010025	5	*				48.09
921	5261010040	5	*	1000 W NEWMARK AVE	MONTEREY PARK CA	91754	48.09
922	5261010053	5	*	2056 MEADOW VALLEY TER	LOS ANGELES CA	90039	48.09
923	5261010054	5	*	956 W NEWMARK AVE	MONTEREY PARK CA	91754	48.09
924	5261010055	5		PO BOX 931839	LOS ANGELES CA	90093	48.09
925	5261010068	5	*	351 MONTECHICO DR	MONTEREY PARK CA	91754	48.09
926	5261010071	5	*	1010 W NEWMARK AVE	MONTEREY PARK CA	91754	48.09
927	5261010075	5		351 MONTECHICO DR	MONTEREY PARK CA	91754	48.09
928	5261011016	5	*	398 MONTECHICO DR	MONTEREY PARK CA	91754	48.09
929	5261011017	5	*	352 MONTECHICO DR	MONTEREY PARK CA	91754	48.09
930	5261011018	5	*	346 MONTECHICO DR	MONTEREY PARK CA	91754	48.09
931	5261011020	5	*	334 MONTECHICO DR	MONTEREY PARK CA	91754	48.09
932	5261011031	5	*				48.09
933	5261011032	5	*	6709 LONICERA ST	CARLSBAD CA	92011	48.09
934	5261011033	5	*	2709 BELGRAVE AVE	HUNTINGTON PARK CA	90255	48.09
935	5261011034	5	*	339 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
936	5261011035	5	*	401 HERMOSA VISTA ST	MONTEREY PARK CA	91754	48.09
937	5261011036	5	*	411 HERMOSA VISTA ST	MONTEREY PARK CA	91754	48.09
938	5261011037	5	*	417 HERMOSA VISTA ST	MONTEREY PARK CA	91754	48.09
939	5261011038	5	*	425 HERMOSA VISTA ST	MONTEREY PARK CA	91754	48.09

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940	5261011045	5	*	468 JADE TREE DR	MONTEREY PARK CA	91754	48.09
941	5261011046	5	*	456 JADE TREE DR	MONTEREY PARK CA	91754	48.09
942	5261011048	5	*	432 JADE TREE DR	MONTEREY PARK CA	91754	48.09
943	5261011049	5	*	2889 PLAZA DEL AMO UNIT 900	TORRANCE CA	90503	48.09
944	5261012019	5	*	656 BARNUM WAY	MONTEREY PARK CA	91754	48.09
945	5261012020	5	*	660 BARNUM WAY	MONTEREY PARK CA	91754	48.09
946	5261012021	5	*	662 BARNUM WAY	MONTEREY PARK CA	91754	48.09
947	5261012022	5	*	668 BARNUM WAY	MONTEREY PARK CA	91754	48.09
948	5261012023	5	*	672 BARNUM WAY	MONTEREY PARK CA	91754	48.09
949	5261012024	5	*	676 BARNUM WAY	MONTEREY PARK CA	91754	48.09
950	5261012026	5	*	685 BARNUM WAY	MONTEREY PARK CA	91754	48.09
951	5261012027	5	*	2425 DEVON AVE	EUGENE OR	97408	48.09
952	5261012028	5	*	684 BARNUM WAY	MONTEREY PARK CA	91754	48.09
953	5261012031	5	*	649 BARNUM WAY	MONTEREY PARK CA	91754	48.09
954	5261012033	5	*	680 BARNUM WAY	MONTEREY PARK CA	91754	48.09
955	5261012035	5		1290 WILLIAMS ST	MONTEREY PARK CA	91754	48.09
956	5261012036	5	*	681 BARNUM WAY	MONTEREY PARK CA	91754	48.09
957	5261013015	5	*	737 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
958	5261013016	5	*	724 S CADIZ ST	MONTEREY PARK CA	91754	48.09
959	5261013017	5	*	720 CADIZ ST	MONTEREY PARK CA	91754	48.09
960	5261013018	5	*	714 CADIZ ST	MONTEREY PARK CA	91754	48.09
961	5261013030	5	*	641 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
962	5261013049	5	*	701 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
963	5261013050	5	*	2624 MILL LN	FULLERTON CA	92831	48.09
964	5261014021	5		PO BOX 5357	BEVERLY HILLS CA	90209	48.09
965	5261014022	5		PO BOX 5357	BEVERLY HILLS CA	90209	48.09
966	5261014023	5		PO BOX 5357	BEVERLY HILLS CA	90209	48.09
967	5261014025	5		PO BOX 5357	BEVERLY HILLS CA	90209	48.09
968	5261014026	5		PO BOX 5357	BEVERLY HILLS CA	90209	48.09
969	5261014027	5		PO BOX 5357	BEVERLY HILLS CA	90209	48.09
970	5261014028	5		PO BOX 5357	BEVERLY HILLS CA	90209	473.57
971	5261015015	5	*	915 W NEWMARK AVE	MONTEREY PARK CA	91754	48.09

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972	5261015016	5	*	911 W NEWMARK AVE	MONTEREY PARK CA	91754	48.09
973	5261015017	5	*	901 W NEWMARK AVE	MONTEREY PARK CA	91754	48.09
974	5261015022	5	*	943 W NEWMARK AVE	MONTEREY PARK CA	91754	48.09
975	5261015023	5	*	939 W NEWMARK AVE	MONTEREY PARK CA	91754	48.09
976	5261015024	5	*	935 W NEWMARK AVE	MONTEREY PARK CA	91754	48.09
977	5261015025	5	*	1234 GREENFIELD AVE	ARCADIA CA	91006	48.09
978	5261015042	5		961 S GLENDORA AVE	WEST COVINA CA	91790	48.09
979	5261015045	5	*	PO BOX 846	ALHAMBRA CA	91802	48.09
980	5261015046	5	*	PO BOX 846	ALHAMBRA CA	91802	48.09
981	5261015047	5	*	PO BOX 846	ALHAMBRA CA	91802	48.09
982	5261015053	5	*	308 DE LA FUENTE ST	MONTEREY PARK CA	91754	48.09
983	5261015054	5	*	302 DE LA FUENTE ST	MONTEREY PARK CA	91755	48.09
984	5261015087	5		3115 LASHBROOK AVE	EL MONTE CA	91733	48.09
985	5261015088	5		1125 S GRANADA AVE	ALHAMBRA CA	91801	48.09
986	5261018009	5	*	408 DE LA FUENTE ST	MONTEREY PARK CA	91754	48.09
987	5261019043	5	*	435 HERMOSA VISTA ST	MONTEREY PARK CA	91754	48.09
988	5261019046	5	*	779 TOPACIO DR	MONTEREY PARK CA	91754	48.09
989	5261019048	5	*	660 CADIZ ST	MONTEREY PARK CA	91754	48.09
990	5261019049	5	*	638 CADIZ ST	MONTEREY PARK CA	91754	48.09
991	5261019052	5	*	588 JADE TREE DR	MONTEREY PARK CA	91754	48.09
992	5261019053	5	*	576 JADE TREE DR	MONTEREY PARK CA	91754	48.09
993	5261019054	5	*	564 JADE TREE DR	MONTEREY PARK CA	91754	48.09
994	5261019055	5	*	552 JADE TREE DR	MONTEREY PARK CA	91754	48.09
995	5261019056	5	*	540 JADE TREE DR	MONTEREY PARK CA	91754	48.09
996	5261019057	5	*	528 JADE TREE DR	MONTEREY PARK CA	91754	48.09
997	5261019059	5	*	508 JADE TREE DR	MONTEREY PARK CA	91754	48.09
998	5261019061	5	*	480 JADE TREE DR	MONTEREY PARK CA	91754	48.09
999	5261019062	5	*	PO BOX 1598	STUDIO CITY CA	91614	48.09
1000	5261019063	5		PO BOX 1598	STUDIO CITY CA	91614	48.09
1001	5261020041	5	*	350 ELECTRIC AVE	MONTEREY PARK CA	91754	48.09
1002	5261020043	5	*	1016 SPRUCE LN	PASADENA CA	91103	48.09
1003	5261020044	5	*	1100 WILLIAMS ST	MONTEREY PARK CA	91754	48.09

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1004	5261020045	5	*	636 PINRAIL LN	FOSTER CITY CA	94404	48.09
1005	5261020046	5	*	1120 WILLIAMS ST	MONTEREY PARK CA	91754	48.09
1006	5261020047	5	*	1130 WILLIAMS ST	MONTEREY PARK CA	91754	48.09
1007	5261020048	5	*	2956 W SHORB ST	ALHAMBRA CA	91803	48.09
1008	5261020050	5	*	550 WHITNEY PL	MONTEREY PARK CA	91754	48.09
1009	5261020051	5	*	570 WHITNEY PL	MONTEREY PARK CA	91754	48.09
1010	5261020052	5	*	590 WHITNEY PL	MONTEREY PARK CA	91754	48.09
1011	5261020054	5	*	433 JADE TREE DR	MONTEREY PARK CA	91754	48.09
1012	5261020057	5	*	469 JADE TREE DR	MONTEREY PARK CA	91754	48.09
1013	5261020058	5	*	481 JADE TREE DR	MONTEREY PARK CA	91754	48.09
1014	5261020059	5	*	493 JADE TREE DR	MONTEREY PARK CA	91754	48.09
1015	5261020060	5	*	505 JADE TREE DR	MONTEREY PARK CA	91754	48.09
1016	5261020062	5	*	PO BOX 520	ALHAMBRA CA	91802	48.09
1017	5261020064	5	*	555 JADE TREE DR	MONTEREY PARK CA	91754	48.09
1018	5261020065	5	*	565 JADE TREE DR	MONTEREY PARK CA	91754	48.09
1019	5261020066	5	*	577 JADE TREE DR	MONTEREY PARK CA	91754	48.09
1020	5261020067	5	*	589 JADE TREE DR	MONTEREY PARK CA	91754	48.09
1021	5261020069	5	*	605 CREST VISTA DR	MONTEREY PARK CA	91754	48.09
1022	5262020028	5	*	843 LOMA VERDE ST	MONTEREY PARK CA	91754	48.09
1023	5262021012	5	*	724 S YNEZ AVE	MONTEREY PARK CA	91754	48.09
1024	5262021013	5	*	4612 ALVEO RD	LA CANADA FLINTRIDGE	91011	48.09
1025	5262021018	5	*	2132 S WESTBORO AVE	ALHAMBRA CA	91803	48.09
1026	5262021024	5	*	755 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1027	5262022008	5	*	3410 PUENTE AVE	BALDWIN PARK CA	91706	48.09
1028	5262022009	5	*	818 LOMA VERDE ST	MONTEREY PARK CA	91754	48.09
1029	5262022010	5	*	814 LOMA VERDE ST	MONTEREY PARK CA	91754	48.09
1030	5262022011	5	*	810 LOMA VERDE ST	MONTEREY PARK CA	91754	48.09
1031	5262022012	5	*	806 LOMA VERDE ST	MONTEREY PARK CA	91754	48.09
1032	5262022013	5	*	1380 LIGHTVIEW ST	MONTEREY PARK CA	91754	48.09
1033	5262022014	5	*	1155 ALICE DR	SANTA CLARA CA	95050	48.09
1034	5262022015	5	*	772 S YNEZ AVE	MONTEREY PARK CA	91754	48.09
1035	5262022016	5	*	771 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09

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1036	5262022017	5	*	777 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1037	5262022019	5	*	805 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1038	5262022020	5	*	809 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1039	5262022021	5	*	813 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1040	5262022022	5	*	817 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1041	5262022023	5	*	821 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1042	5262023001	5	*	4537 PALA MESA DR	WHITTIER CA	90601	48.09
1043	5262023002	5	*	15892 REDLANDS ST	WESTMINSTER CA	92683	48.09
1044	5262023008	5	*	5248 MOUNT ROYAL DR	LOS ANGELES CA	90041	48.09
1045	5262023018	5	*	909 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1046	5262023019	5	*	913 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1047	5262023020	5	*	917 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1048	5262023021	5	*	921 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1049	5262023027	5	*	945 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1050	5262024001	5	*	1200 LOMA VERDE ST	MONTEREY PARK CA	91754	48.09
1051	5262024003	5	*	1240 LOMA VERDE ST	MONTEREY PARK CA	91754	48.09
1052	5262024004	5	*	1260 LOMA VERDE ST	MONTEREY PARK CA	91754	48.09
1053	5262024005	5	*	901 TEGNER DR	MONTEREY PARK CA	91755	48.09
1054	5262024014	5	*	1220 LOMA VERDE ST	MONTEREY PARK CA	91754	48.09
1055	5262032003	5	*	1300 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1056	5262032004	5	*	1350 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1057	5262032005	5	*	1380 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1058	5262032006	5	*	1400 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1059	5262032007	5	*	1450 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1060	5262032008	5	*	1480 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1061	5262032012	5	*	1085 PELON WAY	MONTEREY PARK CA	91754	48.09
1062	5262032013	5	*	1501 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1063	5262032014	5	*	1471 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1064	5262032015	5	*	12496 FARMBOROUGH CT	MIRA LOMA CA	91752	48.09
1065	5262032016	5	*	1401 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1066	5262032017	5	*	1371 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1067	5262032018	5	*	1351 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09

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1068	5262032019	5	*	1301 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1069	5262033001	5	*	1000 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1070	5262033002	5	*	1080 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1071	5262033003	5	*	1100 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1072	5262033004	5	*	1150 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1073	5262033005	5	*	1170 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1074	5262033007	5	*	1181 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1075	5262033008	5	*	1101 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1076	5262033009	5	*	1081 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1077	5262033010	5	*	1061 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1078	5262033011	5	*	927 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1079	5262033012	5	*	1001 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1080	5262033017	5	*	1180 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1081	5262034002	5	*	938 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1082	5262034003	5	*	930 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1083	5262034004	5	*	926 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1084	5262034005	5	*	8515 PALMA VISTA ST	SAN GABRIEL CA	91775	48.09
1085	5262034006	5	*	PO BOX 5822	BEVERLY HILLS CA	90209	48.09
1086	5262034007	5	*	20820 ARLINE AVE APT A	LAKEWOOD CA	90715	48.09
1087	5262034022	5	*	961 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1088	5262034027	5	*	933 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1089	5262034028	5	*	942 MIRA VALLE ST	MONTEREY PARK CA	91754	48.09
1090	5262034029	5		PO BOX 1639	BEVERLY HILLS CA	90213	48.09
1091	5263003021	5	*	3536 LOCKSLEY DR	PASADENA CA	91107	48.09
1092	5263003022	5	-	420 W GRAVES AVE	MONTEREY PARK CA	91754	48.09
1093	5263003023	5	*	507 W WISTARIA AVE	ARCADIA CA	91007	48.09
1094	5263003024	5	*	412 W GRAVES AVE	MONTEREY PARK CA	91754	48.09
1095	5263003029	5	*	310 W GRAVES AVE	MONTEREY PARK CA	91754	48.09
1096	5263004001	5	*	740 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1097	5263004002	5	*	736 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1098	5263004003	5	*	730 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09

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1099	5263004004	5	*	728 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1100	5263004005	5	*	722 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1101	5263004006	5	*	716 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1102	5263004007	5	*	704 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1103	5263005003	5		814 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1104	5263005004	5	*	814 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1105	5263005005	5	*	810 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1106	5263005006	5	*	804 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1107	5263005007	5	*	776 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1108	5263005008	5	*	768 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1109	5263005009	5	*	762 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1110	5263005010	5	*	756 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1111	5263005011	5	*	750 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1112	5263005012	5	*	744 DIVINA VISTA ST	MONTEREY PARK CA	91754	48.09
1113	5263005013	5		1151 PULORA CT	SUNNYVALE CA	94087	48.09
1114	5263006002	5	*	1031 S BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1115	5263006003	5	*	215 S VAIL AVE	MONTEBELLO CA	90640	48.09
1116	5263006005	5	*	321 S BEVERLY DR STE A	BEVERLY HILLS CA	90212	48.09
1117	5263006006	5	*	1039 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1118	5263006007	5	*	1041 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1119	5263006008	5	*	87 E GREEN ST # 310	PASADENA CA	91105	48.09
1120	5263006009	5	*	1045 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1121	5263006010	5	*	1047 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1122	5263006011	5	*	1049 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1123	5263007001	5	*	801 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1124	5263007002	5	*	825 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1125	5263007003	5	*	851 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1126	5263007004	5	*	891 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1127	5263007005	5	*	901 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1128	5263007006	5	*	951 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1129	5263007008	5	*	993 BRADSHAW PL	MONTEREY PARK CA	91754	48.09
1130	5263007009	5	*	999 BRADSHAW PL	MONTEREY PARK CA	91754	48.09

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1131	5263007010	5	*	1001 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1132	5263010008	5	*	547 WORKMAN AVE	ARCADIA CA	91007	48.09
1133	5263010009	5	*	4195 CHINO HILLS PKWY PMB 539	CHINO HILLS CA	91709	48.09
1134	5263013011	5	*	1001 S GARFIELD AVE	MONTEREY PARK CA	91754	48.09
1135	5263013012	5	*	1025 S GARFIELD AVE	MONTEREY PARK CA	91754	48.09
1136	5263013013	5	*	316 W ARLIGHT ST	MONTEREY PARK CA	91754	48.09
1137	5263013017	5	*	151 ROCA WAY	MONTEREY PARK CA	91754	48.09
1138	5263014007	5	*	150 ROCA WAY	MONTEREY PARK CA	91754	48.09
1139	5263014008	5	*	130 ROCA WAY	MONTEREY PARK CA	91754	48.09
1140	5263014010	5	*	30 BERMUDA CT	MANHATTAN BEACH CA	90266	48.09
1141	5263014011	5	*	220 S ELECTRIC AVE	ALHAMBRA CA	91801	48.09
1142	5263014012	5	*	1147 S GARFIELD AVE	MONTEREY PARK CA	91754	48.09
1143	5263014013	5	*	1167 S GARFIELD AVE	MONTEREY PARK CA	91754	48.09
1144	5263014014	5	*	3518 SW 58TH DR	PORTLAND OR	97221	48.09
1145	5263014015	5	*	350 TOYON RD	SIERRA MADRE CA	91024	48.09
1146	5263014026	5	*	1181 S GARFIELD AVE	MONTEREY PARK CA	91754	48.09
1147	5263016002	5	*	1255 S GARFIELD AVE	MONTEREY PARK CA	91754	48.09
1148	5263016004	5	*	111 W EL REPETTO DR	MONTEREY PARK CA	91754	48.09
1149	5263016006	5	*	135 W EL REPETTO DR	MONTEREY PARK CA	91754	48.09
1150	5263016019	5	*	1182 S ISABELLA AVE	MONTEREY PARK CA	91754	48.09
1151	5263017005	5	*	1033 S ISABELLA AVE	MONTEREY PARK CA	91754	48.09
1152	5263017006	5	*	1043 S ISABELLA AVE	MONTEREY PARK CA	91754	48.09
1153	5263017007	5	*	1057 S ISABELLA AVE	MONTEREY PARK CA	91754	48.09
1154	5263017008	5	*	1065 S ISABELLA AVE	MONTEREY PARK CA	91754	48.09
1155	5263017009	5	*	1193 S ISABELLA AVE	MONTEREY PARK CA	91754	48.09
1156	5263017015	5	*	1048 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1157	5263017018	5	*	1032 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1158	5263017019	5	*	1022 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1159	5263018001	5	*	1133 S ISABELLA AVE	MONTEREY PARK CA	91754	48.09
1160	5263018003	5	*	1096 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1161	5263018004	5	*	11927 SIERRA SKY DR	WHITTIER CA	90601	48.09
1162	5263018005	5	*	1066 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09

CITY OF MONTEREY PARK
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1163	5263018006	5	*	PO BOX 1754	MONTEREY PARK CA	91754	48.09
1164	5263018007	5	*	1193 ISABELLA AVE	MONTEREY PARK CA	91754	48.09
1165	5263018008	5	*	1201 S ISABELLA AVE	MONTEREY PARK CA	91754	48.09
1166	5263018009	5	*	1255 S ISABELLA AVE	MONTEREY PARK CA	91754	48.09
1167	5263018010	5	*	1293 S ISABELLA AVE	MONTEREY PARK CA	91754	48.09
1168	5263018011	5	*	1301 S ISABELLA AVE	MONTEREY PARK CA	91754	48.09
1169	5263018012	5	*	1333 S ISABELLA AVE	MONTEREY PARK CA	91754	48.09
1170	5263018013	5	*	1375 S ISABELLA AVE	MONTEREY PARK CA	91754	48.09
1171	5263018014	5	*	1397 S ISABELLA AVE	MONTEREY PARK CA	91754	48.09
1172	5263018022	5	*	1332 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1173	5263018023	5	*	1300 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1174	5263018024	5	*	1290 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1175	5263018025	5	*	1250 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1176	5263018026	5	*	3129 DURAND DR	LOS ANGELES CA	90068	48.09
1177	5263018027	5	*	1188 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1178	5263018028	5	*	1152 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1179	5263018029	5	*	11075 BENTON ST APT 131	LOMA LINDA CA	92354	48.09
1180	5263018033	5		1397 S ISABELLA AVE	MONTEREY PARK CA	91754	48.09
1181	5263018034	5		236 E GARVEY AVE	MONTEREY PARK CA	91755	48.09
1182	5263018035	5	*	1374 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1183	5263019001	5	*	1014 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1184	5263019002	5	*	1010 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1185	5263019003	5	*	1006 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1186	5263019004	5	*	1002 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1187	5263019006	5	*	1654 S EL MOLINO AVE	SAN MARINO CA	91108	48.09
1188	5263019012	5	*	2035 KENILWORTH AVE	LOS ANGELES CA	90039	48.09
1189	5263019014	5	*	1005 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1190	5263019015	5	*	1009 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1191	5263019016	5	*	1015 S GRANDRIDGE AV E	MONTEREY PARK CA	91754	48.09
1192	5263019017	5	*	1021 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1193	5263019018	5	*	10296 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1194	5263019019	5	*	1031 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09

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1195	5263019020	5	*	1035 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1196	5263019021	5	*	1039 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1197	5263020002	5	*	1040 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1198	5263020003	5	*	8505 RED HILL COUNTRY CLUB DR	RANCHO CUCAMONGA CA	91730	48.09
1199	5263020004	5	*	1036 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1200	5263020005	5	*	1034 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1201	5263020006	5	*	1030 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1202	5263020007	5	*	1026 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1203	5263020008	5	*	1022 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1204	5263020010	5	*	1045 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1205	5263020011	5	*	1059 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1206	5263020012	5	*	1071 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1207	5263020013	5	*	1095 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1208	5263021003	5	*	1060 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1209	5263021004	5	*	1550 HASTINGS WAY	PLACENTIA CA	92870	48.09
1210	5263021005	5	*	1080 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1211	5263021006	5	*	1100 S BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1212	5263021007	5	*	1150 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1213	5263021019	5	*	8604 W BOULEVARD DR	ALEXANDRIA VA	22308	48.09
1214	5263021023	5	*	1257 PUNTA WAY	MONTEREY PARK CA	91754	48.09
1215	5263021044	5	*	1373 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1216	5263021045	5	*	896 KINGSFORD ST	MONTEREY PARK CA	91754	48.09
1217	5263022004	5	*	345 W EL REPETTO DR	MONTEREY PARK CA	91754	48.09
1218	5263022005	5	*	2095 S LEO AVE	COMMERCE CA	90040	48.09
1219	5263022007	5	*	373 POCO WAY	MONTEREY PARK CA	91754	48.09
1220	5263022008	5	*	375 POCO WAY	MONTEREY PARK CA	91754	48.09
1221	5263022021	5	*	31821 ISLE ROYAL DR	LAGUNA NIGUEL CA	92677	48.09
1222	5263022022	5	*	1370 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1223	5263022023	5	*	1400 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1224	5263022033	5	*	1401 PIEDRA WAY	MONTEREY PARK CA	91754	48.09
1225	5263022034	5	*	1400 PIEDRA WAY	MONTEREY PARK CA	91754	48.09
1226	5263022040	5	*	317 W EL REPETTO DR	MONTEREY PARK CA	91754	48.09

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1227	5263022041	5	*	31821 ISLE ROYAL DR	LAGUNA NIGUEL CA	92677	48.09
1228	5263027002	5	*	6908 N VISTA ST	SAN GABRIEL CA	91775	48.09
1229	5263027007	5	*	1528 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1230	5263027017	5	*	1601 S MCPHERRIN AVE	MONTEREY PARK CA	91754	48.09
1231	5263027019	5	*	1701 S MCPHERRIN AVE	MONTEREY PARK CA	91754	48.09
1232	5263027022	5	*	220 NEWPORT CENTER DR STE 11	NEWPORT BEACH CA	92660	48.09
1233	5263028002	5	*	1314 W 222ND ST	TORRANCE CA	90501	48.09
1234	5263028004	5	*	1654 S MCPHERRIN AVE	MONTEREY PARK CA	91754	48.09
1235	5263028005	5	*	1600 S MCPHERRIN AVE	MONTEREY PARK CA	91754	48.09
1236	5263028024	5	*	2357 COUNTRY CANYON RD	HACIENDA HEIGHTS CA	91745	48.09
1237	5263035001	5	*	150 W WISTARIA AVE	ARCADIA CA	91007	48.09
1238	5263037007	5	*	162 W EL REPETTO DR	MONTEREY PARK CA	91754	48.09
1239	5263037010	5		1397 S GARFIELD AVE	MONTEREY PARK CA	91754	48.09
1240	5263037011	5	*	100 W EL REPETTO DR	MONTEREY PARK CA	91754	48.09
1241	5263037012	5	*	1343 S GARFIELD AVE	MONTEREY PARK CA	91754	48.09
1242	5263037013	5	*	1379 S GARFIELD AVE	MONTEREY PARK CA	91754	48.09
1243	5263037014	5	*	1397 S GARFIELD AVE	MONTEREY PARK CA	91754	48.09
1244	5263038017	5	*	607 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1245	5263038018	5	*	609 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1246	5263038020	5	*	623 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1247	5263038021	5	*	5512 FRANCES AVE NE	TACOMA WA	98422	48.09
1248	5263038022	5	*	637 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1249	5263039001	5	*	665 VILLA MONTE AVE	MONTEREY PARK CA	91754	48.09
1250	5263039002	5	*	5200 LOUISE AVE	ENCINO CA	91316	48.09
1251	5263039003	5	*	909 BRIGHTON WAY	MONTEBELLO CA	90640	48.09
1252	5263039004	5	*	643 VILLA MONTE AVE	MONTEREY PARK CA	91754	48.09
1253	5263039005	5	*	1020 RUBERTA AVE UNIT 1	GLENDALE CA	91201	48.09
1254	5263040001	5	*	639 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1255	5263040002	5	*	641 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1256	5263040003	5	*	2800 KELLER DR APT 95	TUSTIN CA	92782	48.09
1257	5263040004	5	*	653 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1258	5263040005	5	*	657 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09

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1259	5263040008	5	*	687 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1260	5263040009	5	*	695 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1261	5263040011	5	*	8950 CYPRESS WATERS BLVD	COPPELL TX	75019	48.09
1262	5263040012	5	*	614 VILLA MONTE AVE	MONTEREY PARK CA	91754	48.09
1263	5263040013	5	*	622 VILLA MONTE AVE	MONTEREY PARK CA	91754	48.09
1264	5263040015	5	*	636 VILLA MONTE AVE	MONTEREY PARK CA	91754	48.09
1265	5263040016	5	*	642 VILLA MONTE AVE	MONTEREY PARK CA	91754	48.09
1266	5263040017	5	*	1102 CADIZ ST	MONTEREY PARK CA	91754	48.09
1267	5263040018	5	*	656 VILLA MONTE AVE	MONTEREY PARK CA	91754	48.09
1268	5263040019	5	*	664 VILLA MONTE AVE	MONTEREY PARK CA	91754	48.09
1269	5263041005	5	*	685 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1270	5263041006	5	*	1601 S GRANADA AVE	ALHAMBRA CA	91801	48.09
1271	5263041007	5	*	695 S GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1272	5263041009	5	*	1549 KEMPTON AVE	MONTEREY PARK CA	91755	48.09
1273	5263041010	5	*	688 S BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1274	5263041011	5	*	678 S BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1275	5263041012	5	*	2300 LORAIN RD	SAN MARINO CA	91108	48.09
1276	5263041013	5	*	660 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1277	5263041014	5	*	658 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1278	5263041015	5	*	652 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1279	5263042005	5	*	735 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1280	5263042006	5	*	743 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1281	5263042008	5	*	763 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1282	5263042009	5	*	777 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09
1283	5263042010	5	*	626 ALTA VISTA CIR	SOUTH PASADENA CA	91030	48.09
1284	5263042011	5	*	670 VILLA MONTE AVE	MONTEREY PARK CA	91754	48.09
1285	5263042013	5	*	690 VILLA MONTE AVE	MONTEREY PARK CA	91754	48.09
1286	5263042014	5	*	689 VILLA MONTE AVE	MONTEREY PARK CA	91754	48.09
1287	5263042015	5	*	679 VILLA MONTE AVE	MONTEREY PARK CA	91754	48.09
1288	5263042016	5	*	671 VILLA MONTE AVE	MONTEREY PARK CA	91754	48.09
1289	5263043010	5	*	724 OJAI CIR	MONTEREY PARK CA	91754	48.09
1290	5263043013	5	*	700 BRADSHAWE AVE	MONTEREY PARK CA	91754	48.09

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1291	5263043016	5	*	30 CHOATE	IRVINE CA	92620	48.09
1292	5263043017	5		951 GRANDRIDGE AVE	MONTEREY PARK CA	91754	48.09
1293	5263043018	5		351 ROCA WAY	MONTEREY PARK CA	91754	48.09
1294	5264002001	5	*	149 DIANE WAY	MONTEREY PARK CA	91755	48.09
1295	5264002002	5	*	145 DIANE WAY	MONTEREY PARK CA	91755	48.09
1296	5264002006	5	*	650 CECIL ST	MONTEREY PARK CA	91755	48.09
1297	5264002007	5	*	10536 OLIVE ST	TEMPLE CITY CA	91780	48.09
1298	5264002008	5	*	642 CECIL ST	MONTEREY PARK CA	91755	48.09
1299	5264002009	5	*	634 CECIL ST	MONTEREY PARK CA	91755	48.09
1300	5264002010	5	*	1510 S BALDWIN AVE UNIT A	ARCADIA CA	91007	48.09
1301	5264002011	5	*	618 CECIL ST	MONTEREY PARK CA	91755	48.09
1302	5264002022	5	*	643 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1303	5264002023	5	*	649 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1304	5264002024	5	*	655 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1305	5264002025	5	*	225 S RUSSELL AVE	MONTEREY PARK CA	91755	48.09
1306	5264002026	5	*	667 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1307	5264002027	5	*	PO BOX 512037	LOS ANGELES CA	90051	48.09
1308	5264002028	5	*	PO BOX 7583	ALHAMBRA CA	91802	48.09
1309	5264002029	5	*	689 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1310	5264002030	5	*	691 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1311	5264002031	5	*	695 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1312	5264003002	5	*	692 CECIL ST	MONTEREY PARK CA	91755	48.09
1313	5264003003	5	*	1543 FORD AVE	REDONDO BEACH CA	90278	48.09
1314	5264003004	5	*	684 CECIL ST	MONTEREY PARK CA	91755	48.09
1315	5264003005	5	*	680 CECIL ST	MONTEREY PARK CA	91755	48.09
1316	5264003010	5	*	144 DIANE WAY	MONTEREY PARK CA	91755	48.09
1317	5264003011	5	*	150 DIANE WAY	MONTEREY PARK CA	91755	48.09
1318	5264003012	5	*	699 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1319	5264003013	5	*	701 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1320	5264003014	5	*	9542 E NAOMI AVE	ARCADIA CA	91007	48.09
1321	5264003015	5	*	715 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1322	5264003016	5	*	721 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09

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1323	5264003017	5	*	741 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1324	5264003018	5	*	755 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1325	5264003019	5	*	771 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1326	5264003020	5	*	787 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1327	5264003021	5	*	803 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1328	5264003022	5	*	819 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1329	5264003023	5	*	833 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1330	5264003024	5	*	849 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1331	5264003025	5	*	863 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1332	5264003026	5	*	8528 LORAIN RD	SAN GABRIEL CA	91775	48.09
1333	5264003027	5	*	901 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1334	5264003028	5	*	921 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1335	5264003029	5	*	941 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1336	5264003030	5	*	961 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1337	5264003031	5	*	981 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1338	5264003032	5	*	1001 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1339	5264003035	5	*	676 CECIL ST	MONTEREY PARK CA	91755	48.09
1340	5264004007	5	*	1061 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1341	5264004008	5	*	1081 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1342	5264004009	5	*	1101 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1343	5264004010	5	*	1121 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1344	5264004028	5	*	463 W CAMINO REAL AVE	ARCADIA CA	91007	48.09
1345	5264005017	5	*	1060 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1346	5264005026	5	*	3056 W MAIN ST	ALHAMBRA CA	91801	48.09
1347	5264007026	5	*	281 STARBIRD DR	MONTEREY PARK CA	91755	48.09
1348	5264007027	5	*	277 STARBIRD DR	MONTEREY PARK CA	91755	48.09
1349	5264007028	5	*	273 STARBIRD DR	MONTEREY PARK CA	91755	48.09
1350	5264007030	5	*	990 SHERWOOD RD	SAN MARINO CA	91108	48.09
1351	5264007035	5	*	247 STARBIRD DR	MONTEREY PARK CA	91755	48.09
1352	5264007040	5	*	269 STARBIRD DR	MONTEREY PARK CA	91755	48.09
1353	5264008007	5	*	285 STARBIRD DR	MONTEREY PARK CA	91755	48.09

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1354	5264008016	5	*	1341 FULTON AVE	MONTEREY PARK CA	91755	48.09
1355	5264008024	5	*	293 STARBIRD DR	MONTEREY PARK CA	91755	48.09
1356	5264011001	5	*	1791 FULTON AVE	MONTEREY PARK CA	91755	48.09
1357	5264011002	5	*	1781 FULTON AVE	MONTEREY PARK CA	91755	48.09
1358	5264011003	5	*	23607 ANZA AVE # C	TORRANCE CA	90505	48.09
1359	5264011004	5	*	1769 FULTON AVE	MONTEREY PARK CA	91755	48.09
1360	5264011005	5	*	1763 FULTON AVE	MONTEREY PARK CA	91755	48.09
	5264011006	5	*	1755 FULTON AVE	MONTEREY PARK CA	91755	48.09
1361	5264011007	5	*	1749 FULTON AVE	MONTEREY PARK CA	91755	48.09
1362	5264011008	5	*	1733 FULTON AVE	MONTEREY PARK CA	91755	48.09
1363	5264011009	5	*	1725 FULTON AVE	MONTEREY PARK CA	91755	48.09
1364	5264011010	5	*	1721 FULTON AVE	MONTEREY PARK CA	91755	48.09
1365	5264011013	5	*	1868 WHITEHURST DR	MONTEREY PARK CA	91755	48.09
1366	5264011014	5	*	419 ELMGATE ST	MONTEREY PARK CA	91754	48.09
1367	5264011015	5	*	1838 WHITEHURST DR	MONTEREY PARK CA	91755	48.09
1368	5264011019	5	*	1770 MANCHA WAY	MONTEREY PARK CA	91755	48.09
1369	5264011020	5	*	1768 MANCHA WAY	MONTEREY PARK CA	91755	48.09
1370	5264011021	5	*	5632 CAMBURY AVE	TEMPLE CITY CA	91780	48.09
1371	5264011032	5	*	1875 WHITEHURST DR	MONTEREY PARK CA	91755	48.09
1372	5264011033	5	*	1876 WHITEHURST DR	MONTEREY PARK CA	91755	48.09
1373	5264011034	5	*	1895 FULTON AVE	MONTEREY PARK CA	91755	48.09
1374	5264011035	5	*	1885 FULTON AVE	MONTEREY PARK CA	91755	48.09
1375	5264011036	5	*	1865 FULTON AVE	MONTEREY PARK CA	91755	48.09
1376	5264011037	5	*	1851 FULTON AVE	MONTEREY PARK CA	91755	48.09
1377	5264011038	5	*	1843 FULTON AVE	MONTEREY PARK CA	91755	48.09
1378	5264011039	5	*	1835 FULTON AVE	MONTEREY PARK CA	91755	48.09
1379	5264011040	5	*	1821 FULTON AVE	MONTEREY PARK CA	91755	48.09
1380	5264011041	5	*	1801 FULTON AVE	MONTEREY PARK CA	91755	48.09
1381	5264018001	5	*	1057 FULTON AVE	MONTEREY PARK CA	91755	48.09
1382	5264018002	5	*	1065 FULTON AVE	MONTEREY PARK CA	91755	48.09
1383	5264018005	5	*	1097 FULTON AVE	MONTEREY PARK CA	91755	48.09
1384	5264018006	5	*	1101 FULTON AVE	MONTEREY PARK CA	91755	48.09

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1385	5264018007	5	*	1143 FULTON AVE	MONTEREY PARK CA	91755	48.09
1386	5264018009	5	*	1195 S FULTON AVE	MONTEREY PARK CA	91755	48.09
1387	5264018010	5	*	1201 FULTON AVE	MONTEREY PARK CA	91755	48.09
1388	5264018011	5	*	1253 FULTON AVE	MONTEREY PARK CA	91755	48.09
1389	5264018012	5	*	1183 WILCOX AVE	MONTEREY PARK CA	91755	48.09
1390	5264018016	5	*	1100 LANGLEY WAY	MONTEREY PARK CA	91755	48.09
1391	5264018017	5	*	1090 LANGLEY WAY	MONTEREY PARK CA	91755	48.09
1392	5264018018	5	*	2402 CALAVERAS PL	ONTARIO CA	91761	48.09
1393	5264018019	5	*	1038 LANGLEY WAY	MONTEREY PARK CA	91755	48.09
1394	5264018020	5	*	1000 LANGLEY WAY	MONTEREY PARK CA	91755	48.09
1395	5264018022	5	*	960 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1396	5264018024	5	*	920 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1397	5264018025	5	*	900 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1398	5264018026	5	*	880 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1399	5264018027	5	*	860 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1400	5264018028	5	*	840 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1401	5264018029	5	*	2032 S 4TH ST	ALHAMBRA CA	91803	48.09
1402	5264018030	5	*	810 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1403	5264018031	5	*	786 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1404	5264018033	5	*	740 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1405	5264019001	5	*	730 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1406	5264019002	5	*	728 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1407	5264019003	5	*	722 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1408	5264019004	5	*	716 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1409	5264019005	5	*	708 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1410	5264019006	5	*	700 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1411	5264019007	5	*	698 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1412	5264019008	5	*	694 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1413	5264019009	5	*	202 E GRAVES AVE	MONTEREY PARK CA	91755	48.09
1414	5264019011	5	*	686 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1415	5264019012	5	*	680 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1416	5264019013	5	*	674 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09

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1417	5264019014	5	*	662 S LINCOLN AVE	MONTEREY PARK CA	91755	48.09
1418	5264021031	5	*	194 KELLER ST	MONTEREY PARK CA	91755	48.09
1419	5264023146	5		1030 DE LA FUENTE ST	MONTEREY PARK CA	91754	48.09
1420	5264023147	5		1030 DE LA FUENTE ST	MONTEREY PARK CA	91754	48.09
1421	5264023148	5		1030 DE LA FUENTE ST	MONTEREY PARK CA	91754	48.09
1422	5264024063	5		1111 CORPORATE CENTER DRIVE #102	MONTEREY PARK CA	91754	48.09
1423	5265004047	5	*	2080 CLOVER DR	MONTEREY PARK CA	91755	48.09
1423	5265004048	5	*	2113 HEATHER DR	MONTEREY PARK CA	91755	48.09
1424	5265004052	5		1401 MERIDIAN AVE	SOUTH PASADENA CA	91030	48.09
1425	5265004053	5	*	PO BOX 422	ROSEMEAD CA	91770	48.09
1426	5265008016	5	*	28846 STARTREE LN	SANTA CLARITA CA	91390	48.09
1427	5265008019	5	*	200 E MARKLAND DR	MONTEREY PARK CA	91755	48.09
1428	5265010001	5	*	PO BOX 91	MONROVIA CA	91017	48.09
1429	5265010002	5	*	264 E GLEASON ST	MONTEREY PARK CA	91755	48.09
1430	5265010003	5	*	260 E GLEASON ST	MONTEREY PARK CA	91755	48.09
1431	5265010004	5	*	256 E GLEASON ST	MONTEREY PARK CA	91755	48.09
1432	5265010008	5	*	245 E FERNFIELD DR	MONTEREY PARK CA	91755	48.09
1433	5265010009	5	*	249 E FERNFIELD DR	MONTEREY PARK CA	91755	48.09
1434	5265010010	5	*	453 E MARKLAND DR	MONTEREY PARK CA	91755	48.09
1435	5265010011	5	*	3300 FLORECITA DR	ALTADENA CA	91001	48.09
1436	5265010012	5	*	261 E FERNFIELD DR	MONTEREY PARK CA	91755	48.09
1437	5265010014	5	*	269 E FERNFIELD DR	MONTEREY PARK CA	91755	48.09
1438	5265010015	5	*	273 E FERNFIELD DR	MONTEREY PARK CA	91755	48.09
1439	5265012010	5	*	204 E FERNFIELD DR	MONTEREY PARK CA	91755	48.09
1440	5265012011	5	*	200 E FERNFIELD DR	MONTEREY PARK CA	91755	48.09
1441	5265012012	5	*	201 E FERNFIELD DR	MONTEREY PARK CA	91755	48.09
1442	5265012014	5	*	428 E OAKMONT DR	MONTEBELLO CA	90640	48.09
1443	5265013010	5	*	236 E FERNFIELD DR	MONTEREY PARK CA	91755	48.09
1444	5265013011	5	*	15434 CONDESA DR	WHITTIER CA	90603	48.09
1445	5265013012	5	*	228 E FERNFIELD DR	MONTEREY PARK CA	91755	48.09
1446	5265013013	5	*	224 E FERNFIELD DR	MONTEREY PARK CA	91755	48.09

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1447	5265013014	5	*	216 E FERNFIELD DR	MONTEREY PARK CA	91755	48.09
1448	5265013015	5	*	212 E FERNFIELD DR	MONTEREY PARK CA	91755	48.09
1449	5265013016	5	*	208 E FERNFIELD DR	MONTEREY PARK CA	91755	48.09
1450	5265018004	5	*	15810 MOLLY AVE	CHINO CA	91708	48.09
1451	5265018009	5	*	441 E MARKLAND DR	MONTEREY PARK CA	91755	48.09
1452	5265018012	5	*	596 E FERNFIELD DR	MONTEREY PARK CA	91755	48.09
1453	5265018013	5	*	5042 WILSHIRE BLVD PMB 525	LOS ANGELES CA	90036	48.09
1454	5265018021	5	*	519 POTRERO GRANDE DR	MONTEREY PARK CA	91755	48.09
1455	5265018025	5	*	527 POTRERO GRANDE DR	MONTEREY PARK CA	91755	48.09
1456	5265018027	5		19514 RINALDI ST	PORTER RANCH CA	91326	48.09
1457	5265019003	5	*	561 E FERNFIELD DR	MONTEREY PARK CA	91754	48.09
1458	5265025044	5	*	2566 OVERLAND AVE NO 700	LOS ANGELES CA	90064	48.09
1459	5265025046	5	*	2 RED PLUM CIR	MONTEREY PARK CA	91755	48.09
1460	5265025047	5	*	5233 E BEVERLY BLVD	LOS ANGELES CA	90022	48.09
1461	5265025048	5	*	PO BOX 7788	NEWPORT BEACH CA	92658	48.09
1462	5266002001	5	*	PO BOX 532070	SAN DIEGO CA	92153	48.09
1463	5266002002	5	*	1937 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1464	5266002003	5	*	1935 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1465	5266002004	5	*	1933 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1466	5266002005	5	*	1931 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1467	5266002006	5	*	833 W SUFFOLK AVE	MONTEBELLO CA	90640	48.09
1468	5266002007	5	*	833 W SUFFOLK AVE	MONTEBELLO CA	90640	48.09
1469	5266002008	5	*	1925 S BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1470	5266002009	5	*	1923 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1471	5266002011	5	*	1919 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1472	5266002012	5	*	1917 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1473	5266002013	5	*	1915 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1474	5266002014	5	*	1913 BRADSHAW AVE	MONTEREY PARK CA	91754	48.09
1475	5266002021	5	*	510 BRIGHTWOOD ST	MONTEREY PARK CA	91754	48.09
1476	5266002024	5	*	220 W PALM DR	ARCADIA CA	91007	48.09
1477	5266002025	5	*	518 BRIGHTWOOD ST	MONTEREY PARK CA	91754	48.09
1478	5266002027	5	*	602 BRIGHTWOOD ST	MONTEREY PARK CA	91754	48.09

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1479	5266002028	5	*	604 BRIGHTWOOD ST	MONTEREY PARK CA	91754	48.09
1480	5266002029	5	*	606 BRIGHTWOOD ST	MONTEREY PARK CA	91754	48.09
1481	5266002030	5	*	608 BRIGHTWOOD ST	MONTEREY PARK CA	91754	48.09
1482	5266002031	5	*	20400 SW BRAMBLEWOOD LN	SHERWOOD OR	97140	48.09
1483	5266003032	5	*	4695 MACARTHUR CT STE 700	NEWPORT BEACH CA	92660	48.09
1484	5274003013	5	*	1801 LUPINE AVE	MONTEREY PARK CA	91755	48.09
1485	5274003014	5	*	1823 LUPINE AVE	MONTEREY PARK CA	91755	48.09
1486	5274003015	5	*	1845 LUPINE AVE	MONTEREY PARK CA	91755	48.09
1487	5274003016	5	*	1859 LUPINE AVE	MONTEREY PARK CA	91755	48.09
1488	5274003017	5	*	1871 LUPINE AVE	MONTEREY PARK CA	91755	48.09
1489	5274003018	5	*	1889 LUPINE AVE	MONTEREY PARK CA	91755	48.09
1490	5274003019	5	*	1901 LUPINE AVE	MONTEREY PARK CA	91755	48.09
1490	5274003020	5	*	1921 LUPINE AVE	MONTEREY PARK CA	91755	48.09
1491	5274003021	5	*	1935 LUPINE AVE	MONTEREY PARK CA	91755	48.09
1492	5274003022	5	*	804 RIDGESIDE DR	MONTEREY PARK CA	91754	48.09
1493	5274003023	5	*	1963 LUPINE AVE	MONTEREY PARK CA	91755	48.09
1494	5274004012	5	*	1974 HEATHER DR	MONTEREY PARK CA	91755	48.09
1495	5274004013	5	*	1962 LUPINE AVE	MONTEREY PARK CA	91755	48.09
1496	5274004014	5	*	1948 LUPINE AVE	MONTEREY PARK CA	91755	48.09
1497	5274004015	5	*	1934 LUPINE AVE	MONTEREY PARK CA	91755	48.09
1498	5274004016	5	*	1920 LUPINE AVE	MONTEREY PARK CA	91755	48.09
1499	5274004017	5	*	1898 LUPINE AVE	MONTEREY PARK CA	91755	48.09
1500	5274004018	5	*	927 W DUARTE RD	ARCADIA CA	91007	48.09
1501	5274006022	5	*	345 CORAL VIEW ST	MONTEREY PARK CA	91755	48.09
1502	5274008001	5	*	2000 HEATHER DR	MONTEREY PARK CA	91755	48.09
1503	5274008002	5	*	2004 HEATHER DR	MONTEREY PARK CA	91755	48.09
1504	5274008003	5	*	2008 HEATHER DR	MONTEREY PARK CA	91755	48.09
1505	5274008004	5	*	2012 HEATHER DR	MONTEREY PARK CA	91755	48.09
1506	5274008005	5	*	2016 HEATHER DR	MONTEREY PARK CA	91755	48.09
1507	5274008007	5	*	2024 HEATHER DR	MONTEREY PARK CA	91755	48.09
1508	5274008008	5	*	2028 HEATHER DR	MONTEREY PARK CA	91755	48.09
1509	5274008013	5	*	2044 WHEELER DR	MONTEREY PARK CA	91755	48.09

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1510	5274008014	5	*	2046 WHEELER DR	MONTEREY PARK CA	91755	48.09
1511	5274008015	5	*	2048 WHEELER DR	MONTEREY PARK CA	91755	48.09
1512	5274008016	5	*	2050 WHEELER DR	MONTEREY PARK CA	91755	48.09
1513	5274008017	5	*	2052 WHEELER DR	MONTEREY PARK CA	91755	48.09
1514	5274008018	5	*	2056 WHEELER DR	MONTEREY PARK CA	91755	48.09
1515	5274008019	5	*	3027 BAGLEY AVE	LOS ANGELES CA	90034	48.09
1516	5274008020	5	*	2060 WHEELER DR	MONTEREY PARK CA	91755	48.09
1517	5274008022	5	*	2043 EMERALD WAY	MONTEREY PARK CA	91755	48.09
1518	5274008025	5	*	284 BLOOM DR	MONTEREY PARK CA	91755	48.09
1519	5274008026	5	*	290 BLOOM DR	MONTEREY PARK CA	91755	48.09
1520	5274008027	5	*	294 BLOOM DR	MONTEREY PARK CA	91755	48.09
1521	5274008028	5	*	300 BLOOM DR	MONTEREY PARK CA	91755	48.09
1522	5274008029	5	*	310 BLOOM DR	MONTEREY PARK CA	91755	48.09
1523	5274008030	5	*	1047 MCCOMB WAY	MONTEREY PARK CA	91755	48.09
1524	5274008031	5	*	645 FOXHAVEN PL	DIAMOND BAR CA	91765	48.09
1525	5274008032	5	*	334 BLOOM DR	MONTEREY PARK CA	91755	48.09
1526	5275001022	5	*	110 VIA BELLAS ARTES	SAN CLEMENTE CA	92672	48.09
1527	5276004004	5	*	764 TAYLOR DR	MONTEREY PARK CA	91755	48.09
1528	5276004005	5	*	775 TAYLOR DR	MONTEREY PARK CA	91755	48.09
1529	5276004015	5	*	733 OLIVE PL	MONTEREY PARK CA	91755	48.09
1530	5276004018	5	*	706 ACKLEY ST	MONTEREY PARK CA	91755	48.09
1531	5276004031	5	*	1976 HOLLY OAK DR	MONTEREY PARK CA	91755	48.09
1532	5276004032	5	*	1970 HOLLY OAK DR	MONTEREY PARK CA	91755	48.09
1533	5276008044	5	*	1025 WESTMONT DR	ALHAMBRA CA	91803	48.09
1534	5276008045	5	*	1025 WESTMONT DR	ALHAMBRA CA	91803	48.09
1535	5276013001	5		1900 ALISAR AVE	MONTEREY PARK CA	91755	48.09
1535	5276013003	5		1920 ALISAR AVE	MONTEREY PARK CA	91755	48.09
1536	5276013004	5	*	1915 ALISAR AVE	MONTEREY PARK CA	91755	48.09
1537	5276013005	5	*	1966 HOLLY OAK DR	MONTEREY PARK CA	91755	48.09
1538	5276013006	5	*	1960 HOLLY OAK DR	MONTEREY PARK CA	91755	48.09
1539	5276013007	5	*	1956 HOLLY OAK DR	MONTEREY PARK CA	91755	48.09

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1540	5276013008	5	*	1950 HOLLY OAK DR	MONTEREY PARK CA	91755	48.09
1541	5276013009	5	*	1946 HOLLY OAK DR	MONTEREY PARK CA	91755	48.09
1542	5276013011	5	*	1936 HOLLY OAK DR	MONTEREY PARK CA	91755	48.09
1543	5276013012	5	*	PO BOX 192	ALHAMBRA CA	91802	48.09
1544	5276013013	5	*	1920 HOLLY OAK DR	MONTEREY PARK CA	91755	48.09
1545	5276014013	5	*				48.09
1546	5276014020	5	*	1880 ALISAR AVE	MONTEREY PARK CA	91755	48.09
1547	5276014042	5	*	1890 ALISAR AVE	MONTEREY PARK CA	91755	48.09
1548	5276020018	5		1142 KENTON DR	MONTEREY PARK CA	91755	48.09
1549	5276020023	5	*	1142 KENTON DR	MONTEREY PARK CA	91755	48.09
1550	5286010018	5		3838 N CHARLOTTE AVE	SAN GABRIEL CA	91776	48.09
1551	5286019013	5		312 WHISPERING PINES DR	ARCADIA CA	91006	
1552	5237013032	5	*	1983 ARRIBA DR	MONTEREY PARK CA	91754	445.57
1553	5253012024	5		1605 COLLEGE VIEW DR	MONTEREY PARK CA	91754	1,325.69
1554	5237024061	5		17600 COMMUNITY ST	NORTHRIDGE CA	91325	1,618.58
1555	5253008024	5		201 W GARVEY AVE UNIT 102	MONTEREY PARK CA	91754	2,883.32
1556	5253008023	5		201 W GARVEY AVE UNIT 102	MONTEREY PARK CA	91754	6,693.02
TOTAL IMPROVED PARCELS =			1		TOTAL CHARGES	\$445.57	
TOTAL UNIMPROVED PARCELS =			4		TOTAL CHARGES	\$12,520.61	
TOTAL INSPECTION FEE ONLY PCLS =			1564		TOTAL CHARGES	\$75,212.76	
GRAND TOTAL			1569		GRAND TOTAL	\$88,178.94	