

Agreement



79748

BY AND BETWEEN

LOS ANGELES COUNTY
PUBLIC WORKS

AND

GOODWILL INDUSTRIES OF SOUTHERN CALIFORNIA

FOR

JANITORIAL SERVICES FOR COUNTY-OWNED AIRPORTS
(BRC0000541)

TABLE OF CONTENTS

AGREEMENT FOR

JANITORIAL SERVICES FOR COUNTY-OWNED AIRPORTS (BRC0000541)

| | PAGE |
|---|--------|
| AGREEMENT | 1-6 |
| EXHIBIT A Scope of Work | A.1-12 |
| EXHIBIT A.1 Schedule of Prices | 1-13 |
| EXHIBIT A.2 Staffing Plan and Cost Methodology | 1-5 |
| EXHIBIT B Service Contract General Requirements | |
| Section 1 Interpretation of Contract | |
| A. Ambiguities or Discrepancies | B.1 |
| B. Definitions | B.1 |
| C. Headings | B.3 |
| Section 2 Standard Terms and Conditions Pertaining to Contract Administration | |
| A. Amendments..... | B.4 |
| B. Assignment and Delegation | B.4 |
| C. Authorization Warranty | B.5 |
| D. Budget Reduction | B.5 |
| E. Complaints | B.6 |
| F. Compliance with Applicable Laws | B.6 |
| G. Compliance with Civil Rights Laws | B.7 |
| H. Confidentiality..... | B.7 |
| I. Conflict of Interest | B.8 |
| J. Consideration of Hiring County Employees Targeted for Layoffs or are on a County Re-Employment List | B.9 |
| K. Consideration of Hiring GAIN and START Participants..... | B.9 |
| L. Contractor's Acknowledgment of County's Commitment to Child Support Enforcement | B.9 |
| M. Contractor's Charitable Activities Compliance | B.9 |
| N. Contractor's Warranty of Adherence to County's Child Support Compliance Program | B.10 |
| O. County's Quality Assurance Plan | B.10 |
| P. Damage to County Facilities, Buildings, or Grounds | B.11 |
| Q. Employment Eligibility Verification | B.11 |
| R. Counterparts and Electronic Signatures and Representations..... | B.11 |
| S. Fair Labor Standards | B.12 |
| T. Force Majeure..... | B.12 |
| U. Governing Laws, Jurisdiction, and Venue..... | B.12 |
| V. Most Favored Public Entity..... | B.13 |
| W. Nondiscrimination and Affirmative Action..... | B.13 |
| X. Nonexclusivity..... | B.14 |
| Y. No Payment for Services Provided Following Expiration/Suspension/Termination of Contract..... | B.14 |

| | | | |
|-----------|-----|--|------|
| | Z. | Notice of Delays..... | B.14 |
| | AA. | Notice of Disputes..... | B.15 |
| | BB. | Notice to Employees Regarding the Federal Earned Income Credit... | B.15 |
| | CC. | Notices..... | B.15 |
| | DD. | Publicity..... | B.16 |
| | EE. | Public Records Act..... | B.16 |
| | FF. | Record Retention and Inspection/Audit Settlement..... | B.17 |
| | GG. | Recycled-Content Paper Products..... | B.19 |
| | HH. | Contractor's Employee Criminal Background Investigation..... | B.19 |
| | II. | Subcontracting..... | B.19 |
| | JJ. | Validity..... | B.20 |
| | KK. | Waiver..... | B.21 |
| | LL. | Warranty Against Contingent Fees..... | B.21 |
| | MM. | Time Off for Voting..... | B.21 |
| | NN. | Local Small Business Enterprise Utilization..... | B.21 |
| | OO. | Compliance with County's Zero Tolerance Human Trafficking..... | B.22 |
| | PP. | Method of Payment and Required Information..... | B.22 |
| | QQ. | Compliance with Fair Chance Employment Hiring Practices..... | B.23 |
| | RR. | Compliance with the County Policy of Equity..... | B.23 |
| | SS. | Contractor Independence..... | B.23 |
| | TT. | Campaign Contributions Prohibition Following Final Decision in Contract Proceeding..... | B.24 |
| Section 3 | | Terminations/Suspensions | |
| | A. | Termination/Suspension for Breach of Warranty to Maintain Compliance with County's Child Support Compliance Program | B.25 |
| | B. | Termination/Suspension for Convenience | B.25 |
| | C. | Termination/Suspension for Default | B.26 |
| | D. | Termination/Suspension for Improper Consideration | B.27 |
| | E. | Termination/Suspension for Insolvency | B.28 |
| | F. | Termination/Suspension for Nonadherence to County Lobbyists Ordinance | B.28 |
| | G. | Termination/Suspension for Nonappropriation of Funds | B.28 |
| Section 4 | | General Conditions of Contract Work | |
| | A. | Authority of Public Works and Inspection | B.29 |
| | B. | Cooperation | B.29 |
| | C. | Cooperation and Collateral Work | B.29 |
| | D. | Equipment, Labor, Supervision, and Materials | B.29 |
| | E. | Gratuitous Work | B.29 |
| | F. | Jobsite Safety | B.29 |
| | G. | Labor | B.30 |
| | H. | Labor Law Compliance | B.30 |
| | I. | Overtime | B.30 |
| | J. | Permits/Licenses | B.30 |
| | K. | Prohibition Against Use of Child Labor | B.30 |
| | L. | Public Convenience | B.31 |
| | M. | Public Safety | B.31 |

| | | | |
|------------|----|---|------|
| | N. | Quality of Work | B.31 |
| | O. | Quantities of Work | B.31 |
| | P. | Safety Requirements | B.31 |
| | Q. | Storage of Materials and Equipment | B.32 |
| | R. | Transportation | B.32 |
| | S. | Work Area Controls | B.32 |
| | T. | CARD..... | B.32 |
| Section 5 | | Indemnification and Insurance Requirements | |
| | A. | Independent Contractor Status | B.33 |
| | B. | Indemnification | B.33 |
| | C. | Workplace Safety Indemnification | B.33 |
| | D. | General Insurance Requirements | B.34 |
| | E. | Compensation for County Costs | B.38 |
| | F. | Insurance Coverage Requirements | B.38 |
| Section 6 | | Contractor Responsibility and Debarment | |
| | A. | Responsible Contractor | B.39 |
| | B. | Chapter 2.202 of the County Code..... | B.39 |
| | C. | Nonresponsible Contractor | B.39 |
| | D. | Contractor Hearing Board | B.39 |
| | E. | Subcontractors of Contractor | B.40 |
| | F. | Prohibition of Contract with Suspended, Debarred, Ineligible or Excluded Contractor by Federal or State Government..... | B.41 |
| Section 7 | | Compliance with County's Jury Service Program | |
| | A. | Jury Service Program | B.42 |
| | B. | Written Employee Jury Service Policy | B.42 |
| Section 8 | | Safely Surrendered Baby Law Program | |
| | A. | Contractor's Acknowledgment of County's Commitment to the Safely Surrendered Baby Law | B.44 |
| | B. | Notice to Employees Regarding the Safely Surrendered Baby Law.. | B.44 |
| Section 9 | | Compliance with County's Living Wage Program | |
| | A. | Living Wage Program..... | B.45 |
| | B. | Payment of Living Wage Rates..... | B.45 |
| | C. | Contractor's Submittal of Certified Monitoring Reports..... | B.46 |
| | D. | Contractor's Ongoing Obligation to Report Labor Law/Payroll Violations and Claims..... | B.47 |
| | E. | County Auditing of Contractor Records..... | B.47 |
| | F. | Notifications to Employees..... | B.47 |
| | G. | Enforcement and Remedies..... | B.47 |
| | H. | Use of Full-Time Employees..... | B.49 |
| | I. | Contractor Retaliation Prohibited..... | B.50 |
| | J. | Contractor Standards..... | B.50 |
| | K. | Neutrality in Labor Relations..... | B.50 |
| | L. | Employee Retention Rights..... | B.50 |
| Section 10 | | Social Enterprise Preference Program..... | B.52 |
| Section 11 | | Local Small Business Enterprise (SBE) Preference Program..... | B.53 |
| Section 12 | | Disabled Veteran Business Enterprise Preference Program..... | B.54 |

Section 13 Compliance with County's Defaulted Property Tax Reduction Program.....B.55

- EXHIBIT C Internal Revenue Service Notice 1015**
- EXHIBIT D Safely Surrendered Baby Law Posters**
- EXHIBIT E Defaulted Property Tax Reduction Program**
- EXHIBIT F.1 Performance Requirements Summary**
- EXHIBIT F.2 Performance Requirements Summary for Scope of Services**
- EXHIBIT G Quality Control Inspection Form**
- EXHIBIT H Airport Maps**
- EXHIBIT I Scope of Service for Brackett Field Airport (POC)**
- EXHIBIT J Scope of Service for Compton/Woodley Airport (CPM)**
- EXHIBIT K Scope of Services for Fox Airfield (WJF)**
- EXHIBIT L Scope of Services for San Gabriel Valley Airport (EMT)**
- EXHIBIT M Scope of Services for Whiteman Airport (WHP)**
- EXHIBIT N COVID-19 Prevention Plan – Attachment 1 and 2**

AGREEMENT FOR
JANITORIAL SERVICES FOR COUNTY-OWNED AIRPORTS (BRC0000541)

THIS AGREEMENT, made and entered into this 3rd day of March, 2026, by and between the COUNTY OF LOS ANGELES, a subdivision of the State of California, a body corporate and politic (hereinafter referred to as COUNTY) and Goodwill Industries of Southern California, a California Nonprofit Organization, located at 342 North San Fernando Road, Los Angeles, CA 90031, (hereinafter referred to as CONTRACTOR). COUNTY and CONTRACTOR are each a Party and collectively referred to as the Parties.

WITNESSETH

FIRST: The CONTRACTOR, for the consideration hereinafter set forth and the acceptance by the Board of Supervisors (Board) of said COUNTY of the CONTRACTOR'S Proposal filed with the COUNTY on January 7, 2025, hereby agrees to provide services as described in this Contract for Janitorial Services for County-owned Airports.

SECOND: This AGREEMENT, together with Exhibit A, Scope of Work; Exhibit A.1, Schedule of Prices; Exhibit A.2, Staffing Plan and Cost Methodology; Exhibit B, Service Contract General Requirements; Exhibit C, Internal Revenue Service Notice 1015; Exhibit D, Safely Surrendered Baby Law Posters; Exhibit E, Defaulted Property Tax Reduction Program; Exhibit F.1, Performance Requirements Summary, Exhibit F.2, Performance Requirements Summary for Scope of Services; Exhibit G, Quality Inspection Form; Exhibit H, Airport Maps; Exhibit I, Scope of Service for Brackett Field Airport (POC); Exhibit J, Scope of Service for Compton/Woodley Airport (CPM); Exhibit K, Scope of Services for Fox Airfield (WJF); Exhibit L, Scope of Services for San Gabriel Valley Airport (EMT); Exhibit M, Scope of Services for Whiteman Airport (WHP); Exhibit N, COVID-19 Prevention Plan – Attachment 1 and 2; the CONTRACTOR'S Proposal, all attached hereto; the Request for Proposals; and Addenda (Notice to Proposers) to the Request for Proposals, all of which are incorporated herein by reference, are agreed by the COUNTY and the CONTRACTOR to constitute the Contract.

THIRD: The COUNTY agrees, in consideration of satisfactory performance of the foregoing services in strict accordance with the Contract specifications to the satisfaction of the Director, to pay the CONTRACTOR pursuant to the Schedule of Prices set forth in the Proposal and attached hereto as Exhibit A.1, Schedule of Prices Forms PW-2.1 through PW-2.6, an amount not to exceed the maximum potential contract sum of \$1,550,585.09 for the entire contract period, or such greater amount as the Board may approve (Maximum Contract Sum). The sum for the initial term is \$257,861.25; the sum for the first optional term is \$267,422.76; the sum for the second optional term is \$277,468.32; the sum for the third optional term is \$290,418.80; the sum for the fourth and last optional term is \$304,942.64; and a month-to-month extension up to 6 months at the PW-2.5 rates for \$152,471.32. Any unused authorized amounts up to 25 percent from the previous contract terms will be applied to subsequent renewal terms.

FOURTH: This Contract's initial term will be for a period of one year commencing on upon the Board's approval. The COUNTY will have the sole option to renew this Contract term for up to four additional 1-year periods and six month-to-month extensions, for a maximum total Contract term of 5 years and 6 months. Each such option will be exercised

at the sole discretion of the COUNTY. The COUNTY, acting through the Director, may give a written notice of intent to renew this Contract at least 10 days prior to the end of each term. At the sole discretion of the COUNTY, in lieu of renewing the Contract for the full 1 year, this Contract may be renewed on a month-to-month basis, upon written notice to the CONTRACTOR at least 10 days prior to the end of a term. Further, in accordance with Section 2.A.3 of Exhibit B, Service Contract General Requirements, the COUNTY may, at its sole discretion, authorize extensions of time to the Contract's term, to the extent that extensions of time for Contractor performance do not impact either scope or amount of this Contract, provided the aggregate of all such extensions during the life of this Contract will not exceed 180 days. The Director will provide a written notice of nonrenewal at least 10 days before the last day of any term, in which case this Contract will expire as of midnight on the last day of that term. Where all option years have been exercised, the Director will not provide a written notice of nonrenewal.

FIFTH: The CONTRACTOR will bill monthly in arrears, for the work performed during the preceding month. Work performed will be billed at the unit prices quoted in Form PW-2.1 through PW-2.6, Schedule of Prices.

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

Los Angeles County Public Works
Attention Fiscal Division, Accounts Payable
P.O. Box 7508
Alhambra, CA 91802-7508

SEVENTH: In no event will the aggregate total amount of compensation paid to the CONTRACTOR exceed the amount of compensation authorized by the Board. Such aggregate total amount is the Maximum Contract Sum.

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

NINTH: The CONTRACTOR must not perform or accept work requests from the Contract Manager or any other person that will cause the Maximum Contract Sum of this Contract to be exceeded. The CONTRACTOR must monitor the balance of this Contract's Maximum Contract Sum. When the total of the CONTRACTOR'S paid invoices, invoices pending payment, invoices yet to be submitted, and ordered services reaches 75 percent of the Maximum Contract Sum, the CONTRACTOR must immediately notify the Contract Manager in writing. The CONTRACTOR must send written notification to the Contract Manager when this Contract is within 6 months from expiration of the term as provided for hereinabove.

TENTH: No cost-of-living adjustment will be granted for the optional renewal periods.

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

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

THIRTEENTH: Advertising and Other External Communications About the Project/Contract. Consultant/Contractor shall obtain the County's prior written approval before disclosing or communicating any information concerning the award of the contract, the progress of the work, or the completion of the work, to any non-party, including but not limited to outside media and news organizations. This requirement includes, but is not limited to: (1) a Consultant/Contractor's, application for an award or any other recognition of the Project/Contract; and (2) any advertising or promotion of the Project/Contract and/or the Consultant/Contractor's role on the project. The County retains the sole discretion as to the release of such information, including the right to deny the request for disclosure, the right to direct the timing of the disclosure, and/or the right to direct Consultant/Contractor to make revisions to the information prior to disclosure.

FOURTEENTH: This Contract constitutes the entire agreement between the COUNTY and the CONTRACTOR with respect to the subject matter of this Contract and supersedes all prior and contemporaneous agreements and understandings. This CONTRACT may be signed by the Parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or e-mail electronic signatures. Each executed counterpart will be deemed an original. All counterparts, taken together, constitute the executed Agreement.

The Parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format will be legal and binding and will have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. Contractor and County (i) agree that an electronic signature, whether digital or encrypted, of a Party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile, or electronic mail, or other electronic means, (iii) are aware that the other Party will rely on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all Parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 (E-SIGN) and California Uniform Electronic Transactions Act (UETA)(Cal. Civ. Code § 1633.1, et seq.),

IN WITNESS WHEREOF, the COUNTY has, by order of its Board of Supervisors, caused these presents to be subscribed by the Chair of said Board and the seal of said Board to be affixed and attested by the Clerk thereof, and the CONTRACTOR has subscribed its name by and through its duly authorized officers, as of the day, month, and year first written above.



COUNTY OF LOS ANGELES

By Hilda L. Solis
Chair, Board of Supervisors

ATTEST:

EDWARD YEN
Executive Officer of the
Board of Supervisors of the
County of Los Angeles

I hereby certify that pursuant to
Section 25103 of the Government Code,
Delivery of this document has been made.

EDWARD YEN
Executive Officer
Clerk of the Board of Supervisors

By Maria Oleveda
Deputy

By Maria Oleveda
Deputy

79748

APPROVED AS TO FORM:

DAWYN R. HARRISON
County Counsel

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

47 March 3, 2026

By Margaret Ambrose
Deputy

Edward Yen
EDWARD YEN
EXECUTIVE OFFICER

Margaret Ambrose
Type/Print Name

GOODWILL INDUSTRIES OF
SOUTHERN CALIFORNIA

By Patrick McClenahan
Its President

Patrick McClenahan
Type/Print Name

By _____
Its Secretary

Type/Print Name

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

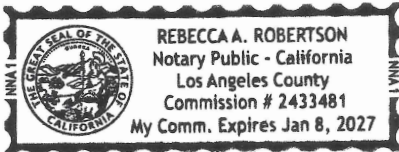
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Los Angeles)
On AUGUST 21, 2025 before me, REBECCA A. ROBERTSON, NOTARY PUBLIC,
Date Here Insert Name and Title of the Officer
personally appeared PATRICK MCGLENAHAN
Name(s) of Signer(s)

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

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

WITNESS my hand and official seal.



Signature Rebecca A. Robertson
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____ Document Date: _____

Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____

Corporate Officer — Title(s): _____

Partner — Limited General

Individual Attorney in Fact

Trustee Guardian or Conservator

Other: _____

Signer Is Representing: _____

Signer's Name: _____

Corporate Officer — Title(s): _____

Partner — Limited General

Individual Attorney in Fact

Trustee Guardian or Conservator

Other: _____

Signer Is Representing: _____

SCOPE OF WORK

COUNTY AIRPORTS JANITORIAL SERVICES (BRC0000541)

A. Public Works Contract Manager

Public Works Contract Manager (CM) will be Mr. Jason Morgan from Aviation Division who may be contacted at (626) 262-2865 or jmorgan@pw.lacounty.gov, Monday through Thursday, 8:00 a.m. to 5:00 p.m. The CM is the only person authorized by Public Works to request work of the Contractor. The CM may, at their sole discretion, designate additional Public Works staff as Assistant CMs for their respective facilities/locations delegating them the authority to also request work under this Contract. Both referred to hereinafter as the CM. From time to time, Public Works may change the CM and/or Assistant CMs. The Contractor will be notified in writing when there is a change in the CM and/or Assistant CMs.

B. Public Works County Airport Locations

1. **Brackett Field Airport (POC)**
1615 McKinley Avenue
La Verne, California 91750-5846
2. **Compton/Woodley Airport (CPM)**
901 West Alondra Boulevard
Compton, California 90220-3528
3. **General William J. Fox Airfield (WJF)**
4725 William J Barnes Avenue
Lancaster, CA 93536-8401
4. **San Gabriel Valley Airport (EMT)**
4233 North Santa Anita Avenue
El Monte, California 91731-1670
5. **Whiteman Airport (WHP)**
10000 Airpark Way 2nd Floor
Pacoima, CA 91331-2104

C. Request of Work from Contractor

The County reserves the right to determine if any work is or will be needed and/or requested under this Contract at the County's sole and absolute discretion. The Contractor waives all claims against the County for damages or

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

D. Contract Cost

All services required in this Exhibit A, Scope of Work, must be included in the price quoted by the Contractor in PW-2.1 through PW-2.6, Schedule of Prices, unless stated otherwise in the Contract.

E. Work Description

The Contractor shall perform all duties listed in Exhibit I – M, Scope of Services, for Janitorial Service for each location. Total square footage for each site's work requirements of this Contract required services frequency (daily, weekly, monthly, etc.). Each site's general information is also listed in Exhibit I – M, Scope of Services, for each location. Each site's requirements may be different in terms of requested frequency of service or other requirements.

Please note, should an inconsistency be determined between the Scope of Work and the Performance Requirements Summary (Exhibit F.1 and F.2), the higher service level in the judgment of Public Works shall prevail.

The Contract Manager may authorize the Contractor to perform additional work when the need for such work arises out of unforeseen incidents, such as vandalism, acts of God, third-party negligence, or any other unanticipated need. If the Contract Manager determines such additional work can be obtained in whole or in part by temporarily modifying the Contractor's tasks and work schedules, he or she may direct such modification.

F. General Cleaning Requirements for All Sites

The Contractor shall:

1. Furnish all cleaning equipment and materials.
2. Use all cleaning materials in strict accordance with manufacturers' labels.
3. Clean all cleaning equipment at the end of each use, and store in a designated area. Equipment and supply storage rooms shall be kept clean and orderly at all times. Wet mops shall be washed out and hung up to dry after each cleaning period. Mops shall not be left in pails or floor sinks.
4. Report any restroom facilities requiring repairs and graffiti abatement to the site Contract Manager or designee immediately, so that necessary action can be taken.

5. Keep all stainless steel and chrome fixtures in restrooms highly polished at all times. The top and the side rims of urinals, side surfaces, and underneath the rim of the toilet bowls shall be thoroughly scrubbed. Water stains and scale build-up on water closets and urinals will not be permitted. Dry powder-type cleaners, such as Babo-type cleaning agent shall not be used in restroom cleaning.
6. Do not use bleach or ammonia-type products while performing these janitorial services.
7. Use experienced carpet shampoo personnel under proper supervision to perform the work. Care shall be taken to avoid over-wetting carpet during the shampooing process. Spots and stains shall be removed from carpets in all areas as soon as they occur.
8. Have Material Safety Data Sheets for all cleaning supplies available upon request.
9. Provide custodial services for all special work projects, which may be scheduled during nonpublic hours. This includes evenings and weekends. Public Works will provide at least ten working days' notice prior to any special work project that might occur. Because of the nature of these functions, it is anticipated that the Contractor can provide the necessary services by rescheduling its work force rather than incurring premium overtime pay. If rescheduling of the work force is not possible and extra work hours are necessary, the Contractor shall adhere to the hour rate set forth on the Schedule of Prices, Item B, On-Call Janitorial Services.
10. Have capabilities for "call-back" work for emergencies or special events.
11. Maintain 24-hour phone answering capabilities with the County.

G. Hours and Days of Service

Hours and days of operation for each location may vary as indicated in Exhibit I – M, Scope of Services. Usual hours of operation are Monday through Sunday, 10 p.m. to 6 a.m., each week, except County observed holidays, at which time the service shall be done before or after such holiday. Work hours may be altered, when necessary, with the approval of the Contract Manager.

Holidays Observed by the County of Los Angeles are:

| | |
|-----------------------------|-------------------------|
| New Year's Day | Labor Day |
| Martin Luther King, Jr. Day | Indigenous People's Day |
| Presidents' Day | Veterans Day |

Cesar Chavez Day
Memorial Day
Juneteenth Day
Independence Day

Thanksgiving Day
Friday after Thanksgiving
Christmas Day

H. Utilities

The County will provide utilities.

I. Storage Facilities

The County will provide necessary storage facilities for the Contractor. However, the Contractor shall not use these facilities to store items not necessary to complete work for Public Works.

J. Removal of Debris

All debris derived from these services must be removed from Public Works property and become the property of the Contractor. The Contractor must dispose of all debris from these services in a legally established area appropriate for type of debris being disposed and in compliance with all applicable Federal, State and local legal requirements. Disposal must be at the Contractor's expense. The Contractor must not allow any debris from its operations under this Contract to be deposited in the storm drains and/or gutters in violation of the National Pollutant Discharge Elimination System (NPDES) Permit.

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

K. Special Safety Requirements

1. All Contractor's operators must be expected to observe all applicable State of California Occupational Safety, Health Administration (Cal/OSHA), and Public Works' safety requirements while at Public Works' jobsites.
2. Contractor staff must wear suitable clothing, gloves, and shoes that meet Cal/OSHA requirements are required.

3. The contractor must inspect and identify, any condition(s) that renders any portion of the jobsite unsafe. Contractor must notify the Contractor Manager immediately when a condition threatens imminent injury to the public or damage to property. The Contractor must be responsible for blocking any unsafe areas by using barricades or traffic cones to alert the public of the existence of hazards and to protect members of the public or others from injury. The Contractor must cooperate fully with Public Works in the investigation of any accidental injury or death occurring on the premises, including a complete written report to the Contract Manager within five days following the occurrence.

Contractor must do the following for safety issues:

- a. Public Safety: Contractor must perform a prework survey to identify potential safety issues and, if any are found, address them before work starts; if any hazards are found, the Contractor will report to the County's Contract Manager; if the hazards are potentially harmful or pose imminent risk to the public, contact 911.
- b. Emergency Response: The Contractor must call 911 when the emergency involves injury to a member of the public, stay with the injured person until help arrives if doing so does not pose a risk to the County or Contractor staff, and direct emergency services to the injured person, if practical, and secure the site to restrict the public from going through the area. When needed, use appropriate signage and delineations.
- c. Contractor must file a County of Los Angeles Non-Employee Injury Report form to document the incident and injuries to the public and transmit the forms to the Contract Manager within two business day or first day of the next business week. The Contract Manager will provide the report form.
- d. Contractor must submit a project safety plan and provide training to employees on the above provisions.

L. Maps

Maps for each County Airport has been provided as Exhibit I – M.

M. Additional Responsibilities of the Contractor

The Contractor shall:

1. Provide janitorial services as specified herein to the satisfaction of Public Works.

2. Supply necessary supervision to provide a walk-through inspection of all buildings being serviced by Contractor, at least once a month, or as scheduled by the site Contract Manager.
3. Provide uniforms acceptable to Public Works for all Contractor personnel working at the facilities by the start of any assigned work.
4. Provide supplies, such as but not limited to feather dusters, towels, etc. on a regular basis.
5. Correct any required service, which "failed" the Quality Control Inspection Form, Exhibit G, within 24 hours of the issuance of the inspection to the Contractor. If the Contractor fails the reinspection of the required service, the Contractor shall be assessed the Liquidated Damages indicated in this Exhibit and shall correct the service within a reasonable time of the issuance of the reinspection.
6. Contractor must have a minimum of 5 years of experience, performing janitorial services for private or public institutions including experience in airports and servicing multiple airport locations per contract.
7. Ensure its supervisor or project manager assigned to this Contract has at least 3 years of experience supervising janitorial staff in contracts serving for private or public institutions including experience in airports and servicing multiple airport locations per contract.

N. Responsibilities of Public Works

Public Works will:

1. Provide access to the buildings during the hours required to perform the janitorial services.
2. Inspect the Contractor's work for compliance with contract specifications.
3. Operate its Paper Recycling Program.
4. Supply paper supplies (e.g., toilet tissues, hand towels, etc.), waste receptacle plastic liners, and restroom soap.

O. Additional/Emergency Janitorial Services

1. At the sole discretion of the County, facilities and/or services covered by this Contract may be increased, eliminated, or reduced at any time during

the contract period by the onsite Contract Manager. For example, it may become necessary during the life of this Contract to temporarily or permanently provide additional janitorial services at other Public Works facilities.

2. Upon request by the onsite Contract Manager, the Contractor shall provide a written quotation for any additional work/location(s), based on the rates quoted in Form PW-2.1 through 2.5, Schedule of Prices, using the rates that most closely correspond to, have similar square footage, or are adjacent to the additional work locations. Public Works' finding on whether the price quote method used by the Contractor is proper shall control and be binding. The Contractor will be provided a written notice at least 48 hours in advance to any requested change by the onsite Contract Manager.
3. Public Works may request the Contractor to provide additional or emergency janitorial services, including but not limited to Enhanced Cleaning for COVID-19, for any of the sites or facilities covered under this Contract. The Contractor shall prepare and submit an estimate of labor hours required for the service. Upon onsite Contract Manager(s) negotiation and acceptance of the Contractor's written quotation, and subject to approval of the onsite Contract Manager(s), the Contractor shall provide the additional services and will be paid per rates provided in the Schedule of Prices, Forms PW-2.1 through 2.5, Item B, On-Call Janitorial Services. The Contractor shall follow COVID-19 Prevention Plan – Attachment 1 and 2, (Exhibit N).
4. All additional work provided herein shall commence on the specified date established. The Contractor shall proceed diligently to complete said work within the time allotted.

P. Project Safety Official

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

Q. Identification Badges and Uniforms

Contractor shall provide photo Identification (I.D.) badges that are acceptable to Public Works for all its personnel working at any County facility. All Contractor personnel performing work under this Contract shall wear their photo I.D. badges during their working hours. Any Contractor personnel assigned to the facility not in uniform and/or wearing proper photo I.D. badge will not be allowed to work until attired in the proper dress. Public Works will approve of type and color of uniforms prior to their use by the Contractor.

R. Contractor Site Supervision Requirements

1. Contractor's onsite custodian/supervisor shall have a thorough knowledge of each facility and their requirements and must be able to speak and understand English.
2. When coming on a shift, Contractor's supervisor shall check in with the Contract Manager or designee of any additional instructions or directions.
3. In the event a custodian does not show up to work, the Contractor's supervisor shall contact the Contract Manager or designee immediately. The Contractor shall have a trained custodian onsite to complete the day's work.
4. The Contractor shall maintain a well-trained reserve force to cover the work in the event of an emergency.
5. The Contractor's supervisor shall provide a 24-hour emergency contact number.
6. All custodians shall receive a minimum of one 8-hour workday training at the facility being serviced prior to providing billable services at the Contractor's expense and in accordance with the County's Living Wage Ordinance.
7. Only employees employed by the Contractor shall be allowed to provide services under this Contract. Any use of Subcontractors shall be deemed a material breach of Contract.

S. Waste Water

All waste water shall be dumped in area designated by the onsite Contract Manager. The waste water shall not be dumped in parking lots, sinks, toilets, or storm drains.

T. Gratuities

1. Contractor is advised that it is improper for any County officer, employee, or agent to solicit consideration, in any form, from Contractor with the implication, suggestion, or statement that Contractor's provision of the consideration, or failure to provide consideration, may cause favorable or unfavorable treatment, respectively, for the Contractor relating to the amendment or extension of the Contract or the making of any determinations with respect to Contractor's performance under this Contract. A Contractor must not offer or give, either directly or through an intermediary, such improper consideration, in any form, to a County officer, employee, or agent for the purpose of securing favorable treatment as described herein.
2. A Contractor must immediately report any attempt by a County officer, employee, or agent to solicit such improper consideration. The report must be made either to the County manager charged with the supervision of the employee or to the County Auditor-Controller's Employee Fraud Hotline at (800) 544-6861.
3. Among other items, such improper consideration may take the form of cash; discounts; services; and the provision of travel, entertainment, or tangible gifts.
4. Note that Contractor's failure to adhere to this requirement could subject this Contract to termination for improper consideration under Section 3 Termination/Suspensions of Exhibit B.

U. Performance Requirements and Liquidated Damages

1. Public Works will use the Performance Requirements Summary, Exhibits F.1 and F.2 to evaluate the Contractor's performance of this Contract's tasks and may assess liquidated damages if the tasks are not performed adequately.
2. The methods and standards, by which Contractor's performance will be evaluated include, but are not limited to, those described in the Performance Requirements Summary, Exhibits F.1 and F.2.
3. Failure to perform the contract work in accordance with the Performance Requirements Summary is considered unacceptable. Public Works may cite the Contractor for a discrepancy for any incident of failure to comply with the Performance Requirements Summary or other unacceptable performance. In the case of continuing discrepancies, Public Works may

cite the Contractor for a separate discrepancy each day the discrepancy continues.

4. The Contractor shall immediately correct unacceptable performance to the satisfaction of the Contract Managers, and shall explain in writing, within seven workdays of the date of the discrepancy that caused the unacceptable performance, how and when the performance will be returned to acceptable levels, and how the unacceptable performance will be prevented in the future. After considering the incident, the Contractor's statement and any history of unacceptable performance, the Director or designee may excuse the incident or elect any remedy provided by this Contract.
5. In any case of the Contractor's failure to meet certain specified performance requirements, the County may, in lieu of other remedies provided by law or the Contract, assess liquidated damages in specified sums and deduct them from any regularly scheduled payment to the Contractor. However, neither the provision of a sum of liquidated damages for nonperformance or untimely or inadequate performance nor the County's acceptance of liquidated damages will be construed to waive the County's right to reimbursement for damage to its property or indemnification against third-party claims.
6. The amounts of liquidated damages have been set in recognition of the following circumstances existing at the time of the formation of the Contract:
 - a. All of the time limits and acts required to be done by both parties are of the essence of the Contract.
 - b. The parties are both experienced in the performance of the Contract work.
 - c. The Contract contains a reasonable statement of the work to be performed in order that the expectations of the parties to the Contract are realized. The expectation of the County is that the work will be performed with due care in a workmanlike, competent, timely, and cost-efficient manner while the expectation of the Contractor is a realization of a profit through the ability to perform the Contract work in accordance with the terms and conditions of the Contract at the proposal price.
 - d. The parties are not under any compulsion to Contract.
 - e. The Contractor's acceptance of the assessment of liquidated damages against it for unsatisfactory and late performance is by

agreement and willingness to be bound as part of the consideration being offered to the County for the award of the Contract.

- f. It would be difficult for the County to prove the loss resulting from nonperformance or untimely, negligent, or inadequate performance of the work.
 - g. The liquidated sums specified represent a fair approximation of the damages incurred by the County resulting from the Contractor's failure to meet the performance standard as to each item for which an amount of liquidated damages is specified.
7. The Contractor shall pay Public Works, or Public Works may withhold and deduct from monies due the Contractor, liquidated damages in the sum indicated under Deduction from Contract Price for Exceeding Acceptable Quality Level (AQL) indicated in Exhibits F.1 and F.2, Performance Requirements Summary, for work that deviated from the AQL, unless otherwise provided in this Contract or approved by Contract Manager.

V. Federally Funded Work

This provision will apply when federally funded or potentially federally funded work is needed by County. In accordance with Federal Executive Order 12549 and 12689 (Debarment and Suspension), individuals or entities that have been debarred by the Federal government may not receive work under this Contract as a Contractor or Subcontractor. Contractors and/or Subcontractors listed on the governmental exclusions in the System for Award Management (SAM) are not eligible to receive federally funded work under this contract. See Office of Management and Budget guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension". The SAM exclusions contains the names of parties debarred, suspended, or otherwise excluded by Federal agencies as well as parties declared ineligible under statutory or regulatory authority.

For federally funded work, the Contract Manager will, before assigning work to the Contractor, verify that the Contractor is not listed on the governmental exclusions in the SAM as a party excluded or ineligible by Federal agencies to participate in federally funded projects. For your reference, a List of Debarred Contractors by U.S. Department of Labor's (DOL) Office of Federal Contract Compliance Programs (OFCCP) may be obtained by going to the following website: <https://sam.gov/content/home>.

If the Contractor is listed on the governmental exclusions in the SAM as a party excluded or ineligible by Federal agencies to participate in federally funded

projects, then said Contractor will not be offered the work. The Contract Manager will notify the Contractor of their negative standing in the SAM. The Contract Manager will also notify the Contractor of their ineligibility to receive any federally funded work under this contract, until the Contractor is able to satisfactorily correct the issue. The Contractor shall notify the Contract Manager when the Contractor has corrected their negative standing in the SAM, and the Contractor is no longer listed on the governmental exclusions in the SAM.

If the Contractor is **not** listed on the governmental exclusions in the SAM as a party excluded or ineligible by Federal agencies to participate in federally funded projects, Public Works may offer said Contractor the federally funded work.

**SCHEDULE
OF PRICES
FOR**

**FORM PW-2.1
INITIAL YEAR
[Negotiations]**

COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)

The undersigned Proposer offers to perform the work described in the Request for Proposals (RFP) for the following price(s). The Proposer rate(s) (hourly, monthly, etc.) shall include all administrative costs, labor, overtime, supervision, materials, transportation, taxes, equipment, training, holiday pay, uniforms, and supplies unless stated otherwise in the RFP. It is understood and agreed that where quantities, if any, are set forth in the Schedule of Prices, they are only estimates, and the unit prices quoted, if any, will apply to the actual quantities, whatever they may be.

Note: At the sole discretion of the County, facilities and/or services covered by this Contract may be increased, eliminated or reduced at anytime throughout the contract period.

By submission of this Proposal, Proposer certifies that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.

| No. | Location Identifier | Work Site and Address | Price Per Month for Each Airport | Annual Frequency | Annual Price (Price Per Month x Annual Frequency) |
|---|---------------------|---|----------------------------------|------------------|---|
| Item A: Required Janitorial Services | | | | | |
| 1 | POC | <u>Brackett Field Airport</u> 1615 Mckinley Ave. La Verne, CA 91750 | \$4,651.50 | 12 | \$55,818.00 |
| 2 | EMT | <u>San Gabriel Valley Airport</u> 4233 N. Santa Anita Ave. El Monte, CA 91731 | \$4,651.50 | 12 | \$55,818.00 |
| 3 | CPM | <u>Compton/Woodley Airport</u> 901 W. Alondra Blvd. Compton, CA 90220 | \$2,615.77 | 12 | \$31,389.25 |
| 4 | WHP | <u>Whiteman Airport</u> 10000 Airpark Way, 2 nd Floor Pacoima, CA 91331 | \$4,651.50 | 12 | \$55,818.00 |
| 5 | WJF | <u>General William J. Fox Airfield</u> 4725 William J Barnes Ave. Lancaster, CA 93536 | \$4,651.50 | 12 | \$55,818.00 |
| TOTAL ANNUAL | | | | | \$254,661.25 |

THIS SECTION IS INTENTIONALLY LEFT BLANK

SCHEDULE OF PRICES FOR

**FORM PW-2.1
INITIAL YEAR
[Negotiations]**

COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)

| Item B: On-Call Janitorial Services (Only to be performed with Public Works' request and prior written approval) | | | | |
|---|-----------|------------------------|------------|--|
| Description of Service | Unit Type | Estimated No. of Units | Unit Price | Annual Price (Estimated No. of Units x Unit Price) |
| On-Call Janitorial Services | Hour | 100 | \$32.00 | \$3,200.00 |
| TOTAL ANNUAL PRICE FOR ITEM B: | | | | \$3,200.00 |

| | |
|---|---------------------|
| TOTAL ANNUAL PRICE FOR ITEM A + B: | \$257,861.25 |
|---|---------------------|

| | | |
|---|-------------------------|---------------|
| Legal Name of Proposer: Goodwill Industries of Southern California | | |
| Proposer's Address: 342 N. San Fernando Rd Los Angeles, CA 90031 | | |
| E-Mail: sdavis@goodwillsocial.org | | |
| Phone: (818) 782-2520 | Mobile : (323) 533-4139 | Date 7/3/2025 |

**SCHEDULE
OF PRICES
FOR**

**FORM PW-2.2
OPTION YEAR 1
[Negotiations]**

COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)

The undersigned Proposer offers to perform the work described in the Request for Proposals (RFP) for the following price(s). The Proposer rate(s) (hourly, monthly, etc.) shall include all administrative costs, labor, overtime, supervision, materials, transportation, taxes, equipment, training, holiday pay, uniforms, and supplies unless stated otherwise in the RFP. It is understood and agreed that where quantities, if any, are set forth in the Schedule of Prices, they are only estimates, and the unit prices quoted, if any, will apply to the actual quantities, whatever they may be.

Note: At the sole discretion of the County, facilities and/or services covered by this Contract may be increased, eliminated or reduced at anytime throughout the contract period.

By submission of this Proposal, Proposer certifies that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.

| No. | Location Identifier | Work Site and Address | Price Per Month for Each Airport | Annual Frequency | Annual Price (Price Per Month x Annual Frequency) |
|---|---------------------|---|----------------------------------|------------------|---|
| Item A: Required Janitorial Services | | | | | |
| 1 | POC | <u>Brackett Field Airport</u> 1615 Mckinley Ave. La Verne, CA 91750 | \$4,823.77 | 12 | \$57,885.24 |
| 2 | EMT | <u>San Gabriel Valley Airport</u> 4233 N. Santa Anita Ave. El Monte, CA 91731 | \$4,823.77 | 12 | \$57,885.24 |
| 3 | CPM | <u>Compton/Woodley Airport</u> 901 W. Alondra Blvd. Compton, CA 90220 | \$2,712.65 | 12 | \$32,551.80 |
| 4 | WHP | <u>Whiteman Airport</u> 10000 Airpark Way, 2 nd Floor Pacoima, CA 91331 | \$4,823.77 | 12 | \$57,885.24 |
| 5 | WJF | <u>General William J. Fox Airfield</u> 4725 William J Barnes Ave. Lancaster, CA 93536 | \$4,823.77 | 12 | \$57,885.24 |
| TOTAL ANNUAL | | | | | \$264,092.76 |

THIS SECTION IS INTENTIONALLY LEFT BLANK

SCHEDULE OF PRICES FOR
COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)
FORM PW-2.2 OPTION YEAR 1
[Negotiations]

| Item B: On-Call Janitorial Services (Only to be performed with Public Works' request and prior written approval) | | | | |
|---|-----------|------------------------|------------|--|
| Description of Service | Unit Type | Estimated No. of Units | Unit Price | Annual Price (Estimated No. of Units x Unit Price) |
| On-Call Janitorial Services | Hour | 100 | \$33.30 | \$3,330.00 |
| TOTAL ANNUAL PRICE FOR ITEM B: | | | | \$3,330.00 |

| | |
|---|---------------------|
| TOTAL ANNUAL PRICE FOR ITEM A + B: | \$267,422.76 |
|---|---------------------|

| | | |
|--|-------------------------|---------------|
| Legal Name of Proposer: Goodwill Industries of Southern California | | |
| Proposer's Address: 342 N. San Fernando Rd Los Angeles, CA 90031 | | |
| E-Mail: sdavis@goodwillsocial.org | | |
| Phone: (818) 782-2520 | Mobile : (323) 533-4139 | Date 7/3/2025 |

FORM PW-2.3
 OPTION YEAR 2
 [Negotiations]

SCHEDULE
 OF PRICES
 FOR

COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)

The undersigned Proposer offers to perform the work described in the Request for Proposals (RFP) for the following price(s). The Proposer rate(s) (hourly, monthly, etc.) shall include all administrative costs, labor, overtime, supervision, materials, transportation, taxes, equipment, training, holiday pay, uniforms, and supplies unless stated otherwise in the RFP. It is understood and agreed that where quantities, if any, are set forth in the Schedule of Prices, they are only estimates, and the unit prices quoted, if any, will apply to the actual quantities, whatever they may be.

Note: At the sole discretion of the County, facilities and/or services covered by this Contract may be increased, eliminated or reduced at anytime throughout the contract period.

By submission of this Proposal, Proposer certifies that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.

| No. | Location Identifier | Work Site and Address | Price Per Month for Each Airport | Annual Frequency | Annual Price (Price Per Month x Annual Frequency) |
|---|---------------------|---|----------------------------------|------------------|---|
| Item A: Required Janitorial Services | | | | | |
| 1 | POC | <u>Brackett Field Airport</u> 1615 Mckinley Ave. La Verne, CA 91750 | \$5,007.27 | 12 | \$60,087.24 |
| 2 | EMT | <u>San Gabriel Valley Airport</u> 4233 N. Santa Anita Ave. El Monte, CA 91731 | \$5,007.27 | 12 | \$60,087.24 |
| 3 | CPM | <u>Compton/Woodley Airport</u> 901 W. Alondra Blvd. Compton, CA 90220 | \$2,815.78 | 12 | \$33,789.36 |
| 4 | WHP | <u>Whiteman Airport</u> 10000 Airpark Way, 2 nd Floor Pacoima, CA 91331 | \$5,007.27 | 12 | \$60,087.24 |
| 5 | WJF | <u>General William J. Fox Airfield</u> 4725 William J Barnes Ave. Lancaster, CA 93536 | \$5,007.27 | 12 | \$60,087.24 |
| TOTAL ANNUAL | | | | | \$274,138.32 |

THIS SECTION IS INTENTIONALLY LEFT BLANK

SCHEDULE OF PRICES FOR
COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)
FORM PW-2.3 OPTION YEAR 2
[Negotiations]

| Item B: On-Call Janitorial Services (Only to be performed with Public Works' request and prior written approval) | | | | |
|---|-----------|------------------------|------------|--|
| Description of Service | Unit Type | Estimated No. of Units | Unit Price | Annual Price (Estimated No. of Units x Unit Price) |
| On-Call Janitorial Services | Hour | 100 | 33.3 | \$3,330.00 |
| TOTAL ANNUAL PRICE FOR ITEM B: | | | | \$3,330.00 |

| | |
|---|---------------------|
| TOTAL ANNUAL PRICE FOR ITEM A + B: | \$277,468.32 |
|---|---------------------|

| | | |
|--|-------------------------|---------------|
| Legal Name of Proposer: Goodwill Industries of Southern California | | |
| Proposer's Address: 342 N. San Fernando Rd Los Angeles, CA 90031 | | |
| E-Mail: sdavis@goodwillsocial.org | | |
| Phone: (818) 782-2520 | Mobile : (323) 533-4139 | Date 7/3/2025 |

FORM PW-2.4
 OPTION YEAR 3
 [Negotiations]

SCHEDULE
 OF PRICES
 FOR

COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)

The undersigned Proposer offers to perform the work described in the Request for Proposals (RFP) for the following price(s). The Proposer rate(s) (hourly, monthly, etc.) shall include all administrative costs, labor, overtime, supervision, materials, transportation, taxes, equipment, training, holiday pay, uniforms, and supplies unless stated otherwise in the RFP. It is understood and agreed that where quantities, if any, are set forth in the Schedule of Prices, they are only estimates, and the unit prices quoted, if any, will apply to the actual quantities, whatever they may be.

Note: At the sole discretion of the County, facilities and/or services covered by this Contract may be increased, eliminated or reduced at anytime throughout the contract period.

By submission of this Proposal, Proposer certifies that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.

| No. | Location Identifier | Work Site and Address | Price Per Month for Each Airport | Annual Frequency | Annual Price (Price Per Month x Annual Frequency) |
|---|---------------------|---|----------------------------------|------------------|---|
| Item A: Required Janitorial Services | | | | | |
| 1 | POC | <u>Brackett Field Airport</u> 1615 Mckinley Ave. La Verne, CA 91750 | \$5,239.60 | 12 | \$62,875.23 |
| 2 | EMT | <u>San Gabriel Valley Airport</u> 4233 N. Santa Anita Ave. El Monte, CA 91731 | \$5,239.60 | 12 | \$62,875.23 |
| 3 | CPM | <u>Compton/Woodley Airport</u> 901 W. Alondra Blvd. Compton, CA 90220 | \$2,946.49 | 12 | \$35,357.88 |
| 4 | WHP | <u>Whiteman Airport</u> 10000 Airpark Way, 2 nd Floor Pacoima, CA 91331 | \$5,239.60 | 12 | \$62,875.23 |
| 5 | WJF | <u>General William J. Fox Airfield</u> 4725 William J Barnes Ave. Lancaster, CA 93536 | \$5,239.60 | 12 | \$62,875.23 |
| TOTAL ANNUAL | | | | | \$286,858.80 |

THIS SECTION IS INTENTIONALLY LEFT BLANK

SCHEDULE OF PRICES FOR
COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)
FORM PW-2.4 OPTION YEAR 3
 [Negotiations]

| Item B: On-Call Janitorial Services (Only to be performed with Public Works' request and prior written approval) | | | | |
|---|-----------|------------------------|------------|--|
| Description of Service | Unit Type | Estimated No. of Units | Unit Price | Annual Price (Estimated No. of Units x Unit Price) |
| On-Call Janitorial Services | Hour | 100 | \$35.60 | \$3,560.00 |
| TOTAL ANNUAL PRICE FOR ITEM B: | | | | \$3,560.00 |

| | |
|---|---------------------|
| TOTAL ANNUAL PRICE FOR ITEM A + B: | \$290,418.80 |
|---|---------------------|

| | | |
|--|-------------------------|---------------|
| Legal Name of Proposer: Goodwill Industries of Southern California | | |
| Proposer's Address: 342 N. San Fernando Rd Los Angeles, CA 90031 | | |
| E-Mail: sdavis@goodwillsocial.org | | |
| Phone: (818) 782-2520 | Mobile : (323) 533-4139 | Date 7/3/2025 |

FORM PW-2.5
 OPTION YEAR 4
 [Negotiations]

SCHEDULE
 OF PRICES
 FOR

COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)

The undersigned Proposer offers to perform the work described in the Request for Proposals (RFP) for the following price(s). The Proposer rate(s) (hourly, monthly, etc.) shall include all administrative costs, labor, overtime, supervision, materials, transportation, taxes, equipment, training, holiday pay, uniforms, and supplies unless stated otherwise in the RFP. It is understood and agreed that where quantities, if any, are set forth in the Schedule of Prices, they are only estimates, and the unit prices quoted, if any, will apply to the actual quantities, whatever they may be.

Note: At the sole discretion of the County, facilities and/or services covered by this Contract may be increased, eliminated or reduced at anytime throughout the contract period.

By submission of this Proposal, Proposer certifies that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.

| No. | Location Identifier | Work Site and Address | Price Per Month for Each Airport | Annual Frequency | Annual Price (Price Per Month x Annual Frequency) |
|---|---------------------|---|----------------------------------|------------------|---|
| Item A: Required Janitorial Services | | | | | |
| 1 | POC | <u>Brackett Field Airport</u> 1615 Mckinley Ave. La Verne, CA 91750 | \$5,504.89 | 12 | \$66,058.68 |
| 2 | EMT | <u>San Gabriel Valley Airport</u> 4233 N. Santa Anita Ave. El Monte, CA 91731 | \$5,504.89 | 12 | \$66,058.68 |
| 3 | CPM | <u>Compton/Woodley Airport</u> 901 W. Alondra Blvd. Compton, CA 90220 | \$3,095.66 | 12 | \$37,147.92 |
| 4 | WHP | <u>Whiteman Airport</u> 10000 Airpark Way, 2 nd Floor Pacoima, CA 91331 | \$5,504.89 | 12 | \$66,058.68 |
| 5 | WJF | <u>General William J. Fox Airfield</u> 4725 William J Barnes Ave. Lancaster, CA 93536 | \$5,504.89 | 12 | \$66,058.68 |
| TOTAL ANNUAL | | | | | \$301,382.64 |

THIS SECTION IS INTENTIONALLY LEFT BLANK

SCHEDULE OF PRICES FOR COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)
FORM PW-2.5 OPTION YEAR 4 [Negotiations]

| Item B: On-Call Janitorial Services (Only to be performed with Public Works' request and prior written approval) | | | | |
|---|-----------|------------------------|------------|--|
| Description of Service | Unit Type | Estimated No. of Units | Unit Price | Annual Price (Estimated No. of Units x Unit Price) |
| On-Call Janitorial Services | Hour | 100 | 35.6 | \$3,560.00 |
| TOTAL ANNUAL PRICE FOR ITEM B: | | | | \$3,560.00 |

| | |
|---|---------------------|
| TOTAL ANNUAL PRICE FOR ITEM A + B: | \$304,942.64 |
|---|---------------------|

| | | |
|---|-------------------------|---------------|
| Legal Name of Proposer: Goodwill Industries of Southern California | | |
| Proposer's Address: 342 N. San Fernando Rd Los Angeles, CA 90031 | | |
| E-Mail: sdavis@goodwillsocial.org | | |
| Phone: (818) 782-2520 | Mobile : (323) 533-4139 | Date 7/3/2025 |

FORM PW-2.6

SUMMARY SHEET OF SCHEDULE OF PRICES [Negotiations]
FOR
COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)

The undersigned Proposer offers to perform the work described in the Request for Proposals (RFP) for the following price(s). The Proposer rate(s) (hourly, monthly, etc.) shall include all administrative costs, labor, overtime, supervision, materials, transportation, taxes, equipment, training, holiday pay, uniforms, and supplies unless stated otherwise in the RFP. It is understood and agreed that where quantities, if any, are set forth in the Schedule of Prices, they are only estimates, and the unit prices quoted, if any, will apply to the actual quantities, whatever they may be.

NOTE: Proposer must provide pricing for ALL contract terms including the 5th term. Any submitted proposal that does not include pricing for all terms maybe rejected at the sole discretion of the County. It is the responsibility of the Proposer to calculate the Proposal price to take into consideration a possible escalation of wages, materials, and other costs during the Contract period. The Board, County, Public Works, District(s), or Director make no representations regarding future costs or the rate of wages that may become necessary to pay employees of the Contractor for the work performed during the Contract period.

| TERMS | ANNUAL PRICE |
|--|----------------|
| County-Owned Airports Janitorial Services (Initial Term) | \$257,861.25 |
| County-Owned Airports Janitorial Services (Option Year 1) | \$267,422.76 |
| County-Owned Airports Janitorial Services (Option Year 2) | \$277,468.32 |
| County-Owned Airports Janitorial Services (Option Year 3) | \$290,418.80 |
| County-Owned Airports Janitorial Services (Option Year 4) | \$304,942.64 |
| TOTAL PRICE FOR YEAR 1 THROUGH 5 \$ | \$1,398,113.77 |
| AVERAGE TOTAL PRICE FOR YEAR 1 THROUGH 5 (TOTAL PRICE FOR YEAR 1 THROUGH 5 + 5 YEARS) \$ | |

| | | |
|---|-------------------------|---------------|
| Legal Name of Proposer: Goodwill Industries of Southern California | | |
| Proposer's Address: 342 N. San Fernando Rd Los Angeles, CA 90031 | | |
| E-Mail: sdavis@goodwillsocial.org | | |
| Phone: (818) 782-2520 | Mobile : (323) 533-4139 | Date 7/3/2025 |

STAFFING PLAN AND COST METHODOLOGY FOR CONTRACT: County-owned Airports Janitorial Services (BRC0000541)

Mandatory Minimum Annual Required Hours of Janitorial Services for ALL Locations: 3,805 hrs/yr*, plus 100 hrs/yr for On-Call Janitorial Services.
This minimum does NOT include time for the Contractor to perform the other incremental cleaning requirements (weekly, monthly, quarterly, semiannual, and annual).
Travel Time between county facilities MUST be paid at applicable Living Wage rates.

PROPOSER: Goodwill Industries of Southern California

| POSITION/TITLE * (LIST EACH EMPLOYEE SEPARATELY) | HOURS PER DAY | | | | | | | HOURS PER WEEK | APPROXIMATE HOURS (52 x Hrs per wk) | HOURLY WAGE RATE** | ANNUAL COST |
|---|---------------|-----|-----|------|-----|-----|-----|-------------------|---|---|----------------------|
| | SUN | MON | TUE | WED | THU | FRI | SAT | | | | |
| Employee No. 1 | 7 | | 7 | 7 | | 7 | 7 | 35 | 1820 | 19.8 | \$ 36,036.00 |
| Employee No. 2 | 7 | | 7 | 7 | | 7 | 7 | 35 | 1820 | 19.8 | \$ 36,036.00 |
| Employee No. 3 | | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | | 7.5 | 390 | 19.8 | \$ 7,722.00 |
| Employee No.4 | 1.5 | | 1.5 | | | 1.5 | 1 | 5.5 | 286 | 19.8 | \$ 5,662.80 |
| Employee No.5 | | 6 | 6 | | 6 | 6 | | 24 | 1248 | 19.8 | \$ 24,710.40 |
| Employee No.6 | | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1 | 8.5 | 442 | 19.8 | \$ 8,751.60 |
| Employee No.7 | 1 | 2 | 2 | 2 | 2 | 2 | | 11 | 572 | 19.8 | \$ 11,325.60 |
| Employee No.8 | | 6 | 6 | | 6 | 6 | | 24 | 1248 | 19.8 | \$ 24,710.40 |
| Employee No.9 | 1.5 | 1.5 | 1.5 | 1.65 | | | | 6.15 | 319.8 | 19.8 | \$ 6,332.04 |
| Employee No.10 | 1.5 | 1.5 | 1.5 | 1.65 | | | | 6.15 | 319.8 | 19.8 | \$ 6,332.04 |
| | | | | | | | | 0 | | | \$ |
| | | | | | | | | 0 | | | \$ |
| | | | | | | | | 0 | | | \$ |
| ON-CALL JANITORIAL SERVICES | | | | | | | | | 100 | 19.8 | \$ 1,980.00 |
| Comments/Notes: | | | | | | | | | | Total Salaries | \$ 169,598.88 |
| **Important: HOURLY RATE LISTED ON LW-8s MUST BE EITHER THE HIGHER OF THE TWO LIVING WAGE RATE IF CONTRACT TERMS SPANS THROUGH MULTIPLE LIVING WAGE RATE YEARS OR YOU MUST CLEARLY SHOW THE TWO DIFFERENT LIVING WAGE RATES IN THE LW-8s PER EACH YEAR'S RATE. | | | | | | | | | | (1) Vacations, Sick Leave, Holiday | \$ 6,783.96 |
| | | | | | | | | | | (2) Health Insurance | \$ 6,783.96 |
| | | | | | | | | | | (3) Payroll Taxes & Workers' Compensation | \$ 33,919.78 |
| | | | | | | | | | | (4) Welfare and Pension | \$ 3,391.98 |
| | | | | | | | | | | Total Employee Benefits (1+2+3+4) | \$ 50,879.66 |
| | | | | | | | | | | (5) Equipment Costs | \$ 7,518.00 |
| | | | | | | | | | | (6) Service and Supply Costs | \$ 10,700.00 |
| | | | | | | | | | | (7) General and Administrative Costs | \$ 8,479.94 |
| | | | | | | | | | | (8) Profit | \$ 10,684.76 |
| | | | | | | | | | | Total Other Costs (5+6+7+8) | \$ 37,382.70 |
| | | | | | | | | | | TOTAL PRICE | \$ 257,861.25 |

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

** Living wage rate shall be at the wage rate as set forth in Form LW-1, Los Angeles County Code Chapter 2.201 - Living Wage Program. Hourly rates that are not in compliance may subject your proposal to rejection.

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

The above information was compiled from records that are available to me at this time and I declare under penalty of perjury that the information is true and accurate within the requirements of the Proposal.

Goodwill Industries of Southern California
 Name of Proposer


 Signature

7/3/2025
 Date

STAFFING PLAN AND COST METHODOLOGY FOR CONTRACT: County-owned Airports Janitorial Services (BRC0000541)

Mandatory Minimum Annual Required Hours of Janitorial Services for ALL Locations: 3,805 hrs/yr*, plus 100 hrs/yr for On-Call Janitorial Services. This minimum does NOT include time for the Contractor to perform the other incremental cleaning requirements (weekly, monthly, quarterly, semiannual, and annual) Travel Time between county facilities MUST be paid at applicable Living Wage rates.

PROPOSER: Goodwill Industries of Southern California

| POSITION/TITLE * | HOURS PER DAY | | | | | | | HOURS PER WEEK | APPROXIMATE HOURS (52 x Hrs per wk) | HOURLY WAGE RATE** | ANNUAL | |
|---|---------------|-----|-----------|------|-----|-----|-----|----------------|---|--------------------|--------|-------------------|
| | SUN | MON | TUE | WED | THU | FRI | SAT | | | | COST | |
| Employee No. 1 | 7 | | 7 | 7 | | 7 | 7 | 35 | 1820 | 20.59 | \$ | 37,473.80 |
| Employee No. 2 | 7 | | 7 | 7 | | 7 | 7 | 35 | 1820 | 20.59 | \$ | 37,473.80 |
| Employee No. 3 | | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | | 7.5 | 390 | 20.59 | \$ | 8,030.10 |
| Employee No.4 | 1.5 | | 1.5 | | | 1.5 | 1 | 5.5 | 286 | 20.59 | \$ | 5,888.74 |
| Employee No.5 | | 6 | 6 | | 6 | 6 | | 24 | 1248 | 20.59 | \$ | 25,696.32 |
| Employee No.6 | | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1 | 8.5 | 442 | 20.59 | \$ | 9,100.78 |
| Employee No.7 | 1 | 2 | 2 | 2 | 2 | 2 | | 11 | 572 | 20.59 | \$ | 11,777.48 |
| Employee No.8 | | 6 | 6 | | 6 | 6 | | 24 | 1248 | 20.59 | \$ | 25,696.32 |
| Employee No.9 | 1.5 | 1.5 | 1.5 | 1.65 | | | | 6.15 | 319.8 | 20.59 | \$ | 6,584.68 |
| Employee No.10 | 1.5 | 1.5 | 1.5 | 1.65 | | | | 6.15 | 319.8 | 20.59 | \$ | 6,584.68 |
| | | | | | | | | | | | \$ | |
| | | | | | | | | | | | \$ | |
| | | | | | | | | | | | \$ | |
| ON-CALL JANITORIAL SERVICES | | | | | | | | | 100 | 20.59 | \$ | 2,059.00 |
| Comments/Notes: | | | | | | | | | Total Salaries | | \$ | 176,365.70 |
| **Important: HOURLY RATE LISTED ON LW-8s MUST BE EITHER THE HIGHER OF THE TWO LIVING WAGE RATE IF CONTRACT TERMS SPANS THROUGH MULTIPLE LIVING WAGE RATE YEARS OR YOU MUST CLEARLY SHOW THE TWO DIFFERENT LIVING WAGE RATES IN THE LW-8s PER EACH YEAR'S RATE. | | | | | | | | | (1) Vacations, Sick Leave, Holiday | | \$ | 7,054.63 |
| | | | | | | | | | (2) Health Insurance | | \$ | 7,054.63 |
| | | | | | | | | | (3) Payroll Taxes & Workers' Compensation | | \$ | 35,273.14 |
| | | | | | | | | | (4) Welfare and Pension | | \$ | 3,527.31 |
| | | | | | | | | | Total Employee Benefits (1+2+3+4) | | \$ | 52,909.71 |
| | | | | | | | | | (5) Equipment Costs | | \$ | 7,518.00 |
| | | | | | | | | | (6) Service and Supply Costs | | \$ | 10,700.00 |
| | | | | | | | | | (7) General and Administrative Costs | | \$ | 8,818.29 |
| (8) Profit | | \$ | 11,111.06 | | | | | | | | | |
| | | | | | | | | | Total Other Costs (5+6+7+8) | | \$ | 38,147.35 |
| | | | | | | | | | TOTAL PRICE | | \$ | 267,422.76 |

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

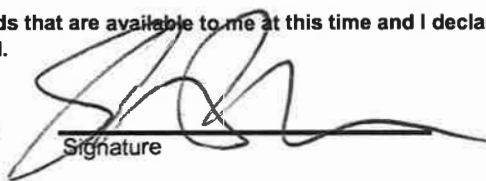
** Living wage rate shall be at the wage rate as set forth in Form LW-1, Los Angeles County Code Chapter 2.201 - Living Wage Program. Hourly rates that are not in compliance may subject your proposal to rejection.

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

The above information was compiled from records that are available to me at this time and I declare under penalty of perjury that the information is true and accurate within the requirements of the Proposal.

Goodwill Industries of Southern California

Name of Proposer



Signature

7/3/2025

Date

STAFFING PLAN AND COST METHODOLOGY FOR CONTRACT: County-owned Airports Janitorial Services (BRC0000541)

Mandatory Minimum Annual Required Hours of Janitorial Services for ALL Locations: 3,805 hrs/yr*, plus 100 hrs/yr for On-Call Janitorial Services.
 This minimum does NOT include time for the Contractor to perform the other incremental cleaning requirements (weekly, monthly, quarterly, semiannual, and annual).
Travel Time between county facilities MUST be paid at applicable Living Wage rates.

PROPOSER: Goodwill Industries of Southern California

| POSITION/TITLE * (LIST EACH EMPLOYEE SEPARATELY) | HOURS PER DAY | | | | | | | HOURS PER WEEK | APPROXIMATE HOURS (52 x Hrs per wk) | HOURLY WAGE RATE** | ANNUAL COST |
|---|---------------|-----|-----|------|-----|-----|-----|-------------------|---|-----------------------|----------------------|
| | SUN | MON | TUE | WED | THU | FRI | SAT | | | | |
| Employee No. 1 | 7 | | 7 | 7 | | 7 | 7 | 35 | 1820 | 21.42 | \$ 38,984.40 |
| Employee No. 2 | 7 | | 7 | 7 | | 7 | 7 | 35 | 1820 | 21.42 | \$ 38,984.40 |
| Employee No. 3 | | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | | 7.5 | 390 | 21.42 | \$ 8,353.80 |
| Employee No.4 | 1.5 | | 1.5 | | | 1.5 | 1 | 5.5 | 286 | 21.42 | \$ 6,126.12 |
| Employee No.5 | | 6 | 6 | | 6 | 6 | | 24 | 1248 | 21.42 | \$ 26,732.16 |
| Employee No.6 | | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1 | 8.5 | 442 | 21.42 | \$ 9,467.64 |
| Employee No.7 | 1 | 2 | 2 | 2 | 2 | 2 | | 11 | 572 | 21.42 | \$ 12,252.24 |
| Employee No.8 | | 6 | 6 | | 6 | 6 | | 24 | 1248 | 21.42 | \$ 26,732.16 |
| Employee No.9 | 1.5 | 1.5 | 1.5 | 1.65 | | | | 6.15 | 319.8 | 21.42 | \$ 6,850.12 |
| Employee No.10 | 1.5 | 1.5 | 1.5 | 1.65 | | | | 6.15 | 319.8 | 21.42 | \$ 6,850.12 |
| | | | | | | | | | | | \$ |
| | | | | | | | | | | | \$ |
| | | | | | | | | | | | \$ |
| ON-CALL JANITORIAL SERVICES | | | | | | | | | 100 | 21.42 | \$ 2,142.00 |
| Comments/Notes: | | | | | | | | | Total Salaries | | \$ 183,475.15 |
| **Important: HOURLY RATE LISTED ON LW-8s MUST BE EITHER THE HIGHER OF THE TWO LIVING WAGE RATE IF CONTRACT TERMS SPANS THROUGH MULTIPLE LIVING WAGE RATE YEARS OR YOU MUST CLEARLY SHOW THE TWO DIFFERENT LIVING WAGE RATES IN THE LW-8s PER EACH YEAR'S RATE. | | | | | | | | | (1) Vacations, Sick Leave, Holiday | | \$ 7,339.01 |
| | | | | | | | | | (2) Health Insurance | | \$ 7,339.01 |
| | | | | | | | | | (3) Payroll Taxes & Workers' Compensation | | \$ 36,695.03 |
| | | | | | | | | | (4) Welfare and Pension | | \$ 3,669.50 |
| | | | | | | | | | Total Employee Benefits (1+2+3+4) | | \$ 55,042.55 |
| | | | | | | | | | (5) Equipment Costs | | \$ 7,518.00 |
| | | | | | | | | | (6) Service and Supply Costs | | \$ 10,700.00 |
| | | | | | | | | | (7) General and Administrative Costs | | \$ 9,173.76 |
| | | | | | | | | | (8) Profit | | \$ 11,558.86 |
| | | | | | | | | | Total Other Costs (5+6+7+8) | | \$ 38,950.62 |
| | | | | | | | | | TOTAL PRICE | | \$ 277,468.32 |

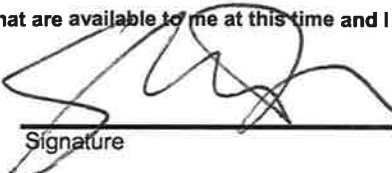
* All employees shown must be FULL-TIME employees of the Bidder, unless exemption to use Part-Time employees has been granted by the County.

** Living wage rate shall be at the wage rate as set forth in Form LW-1, Los Angeles County Code Chapter 2.201 - Living Wage Program. Hourly rates that are not in compliance may subject your proposal to rejection.

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

The above information was compiled from records that are available to me at this time and I declare under penalty of perjury that the information is true and accurate within the requirements of the Proposal.

Goodwill Industries of Southern California
 Name of Proposer


 Signature

7/3/2025
 Date

STAFFING PLAN AND COST METHODOLOGY FOR CONTRACT: County-owned Airports Janitorial Services (BRC0000541)

Mandatory Minimum Annual Required Hours of Janitorial Services for ALL Locations: 3,805 hrs/yr*, plus 100 hrs/yr for On-Call Janitorial Services.

This minimum does NOT include time for the Contractor to perform the other incremental cleaning requirements (weekly, monthly, quarterly, semiannual, and annual) **Travel Time between county facilities MUST be paid at applicable Living Wage rates.**

PROPOSER: Goodwill Industries of Southern California

| POSITION/TITLE * (LIST EACH EMPLOYEE SEPARATELY) | HOURS PER DAY | | | | | | | HOURS PER WEEK | APPROXIMATE HOURS (52 x Hrs per wk) | HOURLY WAGE RATE** | ANNUAL COST |
|---|---------------|-----|-----|------|-----|-----|-----|-------------------|---|-----------------------|----------------------|
| | SUN | MON | TUE | WED | THU | FRI | SAT | | | | |
| Employee No. 1 | 7 | | 7 | 7 | | 7 | 7 | 35 | 1820 | 22.49 | \$ 40,931.80 |
| Employee No. 2 | 7 | | 7 | 7 | | 7 | 7 | 35 | 1820 | 22.49 | \$ 40,931.80 |
| Employee No. 3 | | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | | 7.5 | 390 | 22.49 | \$ 8,771.10 |
| Employee No.4 | 1.5 | | 1.5 | | | 1.5 | 1 | 5.5 | 286 | 22.49 | \$ 6,432.14 |
| Employee No.5 | | 6 | 6 | | 6 | 6 | | 24 | 1248 | 22.49 | \$ 28,067.52 |
| Employee No.6 | | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1 | 8.5 | 442 | 22.49 | \$ 9,940.58 |
| Employee No.7 | 1 | 2 | 2 | 2 | 2 | 2 | | 11 | 572 | 22.49 | \$ 12,864.28 |
| Employee No.8 | | 6 | 6 | | 6 | 6 | | 24 | 1248 | 22.49 | \$ 28,067.52 |
| Employee No.9 | 1.5 | 1.5 | 1.5 | 1.65 | | | | 6.15 | 319.8 | 22.49 | \$ 7,192.30 |
| Employee No.10 | 1.5 | 1.5 | 1.5 | 1.65 | | | | 6.15 | 319.8 | 22.49 | \$ 7,192.30 |
| | | | | | | | | | | | \$ |
| | | | | | | | | | | | \$ |
| | | | | | | | | | | | \$ |
| ON-CALL JANITORIAL SERVICES | | | | | | | | | 100 | 22.49 | \$ 2,249.00 |
| Comments/Notes: | | | | | | | | | Total Salaries | | \$ 192,640.34 |
| **Important: HOURLY RATE LISTED ON LW-8s MUST BE EITHER THE HIGHER OF THE TWO LIVING WAGE RATE IF CONTRACT TERMS SPANS THROUGH MULTIPLE LIVING WAGE RATE YEARS OR YOU MUST CLEARLY SHOW THE TWO DIFFERENT LIVING WAGE RATES IN THE LW-8s PER EACH YEAR'S RATE. | | | | | | | | | (1) Vacations, Sick Leave, Holiday | | \$ 7,705.61 |
| | | | | | | | | | (2) Health Insurance | | \$ 7,705.61 |
| | | | | | | | | | (3) Payroll Taxes & Workers' Compensation | | \$ 38,528.07 |
| | | | | | | | | | (4) Welfare and Pension | | \$ 3,852.81 |
| | | | | | | | | | Total Employee Benefits (1+2+3+4) | | \$ 57,792.10 |
| | | | | | | | | | (5) Equipment Costs | | \$ 7,518.00 |
| | | | | | | | | | (6) Service and Supply Costs | | \$ 10,700.00 |
| | | | | | | | | | (7) General and Administrative Costs | | \$ 9,632.02 |
| | | | | | | | | | (8) Profit | | \$ 12,136.34 |
| | | | | | | | | | Total Other Costs (5+6+7+8) | | \$ 39,986.36 |
| | | | | | | | | | TOTAL PRICE | | \$ 290,418.80 |

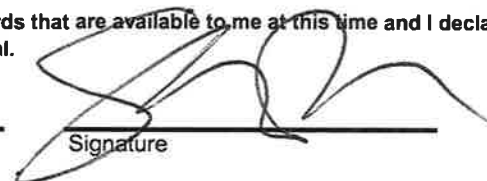
* All employees shown must be FULL-TIME employees of the Bidder, unless exemption to use Part-Time employees has been granted by the County.

** Living wage rate shall be at the wage rate as set forth in Form LW-1, Los Angeles County Code Chapter 2.201 - Living Wage Program. Hourly rates that are not in compliance may subject your proposal to rejection.

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

The above information was compiled from records that are available to me at this time and I declare under penalty of perjury that the information is true and accurate within the requirements of the Proposal.

Goodwill Industries of Southern California
Name of Proposer


Signature

7/3/2025
Date

STAFFING PLAN AND COST METHODOLOGY FOR CONTRACT: County-owned Airports Janitorial Services (BRC0000541)

Mandatory Minimum Annual Required Hours of Janitorial Services for ALL Locations: 3,805 hrs/yr*, plus 100 hrs/yr for On-Call Janitorial Services.

This minimum does NOT include time for the Contractor to perform the other incremental cleaning requirements (weekly, monthly, quarterly, semiannual, and annual).

Travel Time between county facilities MUST be paid at applicable Living Wage rates.

PROPOSER: Goodwill Industries of Southern California

| POSITION/TITLE * (LIST EACH EMPLOYEE SEPARATELY) | HOURS PER DAY | | | | | | | HOURS PER WEEK | APPROXIMATE HOURS (52 x Hrs per wk) | HOURLY WAGE RATE** | ANNUAL COST | |
|---|---------------|-----------|-----|------|-----|-----|-----|-------------------|---|-----------------------|--------------------|------------------|
| | SUN | MON | TUE | WED | THU | FRI | SAT | | | | | |
| Employee No. 1 | 7 | | 7 | 7 | | 7 | 7 | 35 | 1820 | 23.69 | \$ 43,115.80 | |
| Employee No. 2 | 7 | | 7 | 7 | | 7 | 7 | 35 | 1820 | 23.69 | \$ 43,115.80 | |
| Employee No. 3 | | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | | 7.5 | 390 | 23.69 | \$ 9,239.10 | |
| Employee No.4 | 1.5 | | 1.5 | | | 1.5 | 1 | 5.5 | 286 | 23.69 | \$ 6,775.34 | |
| Employee No.5 | | 6 | 6 | | 6 | 6 | | 24 | 1248 | 23.69 | \$ 29,565.12 | |
| Employee No.6 | | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1 | 8.5 | 442 | 23.69 | \$ 10,470.98 | |
| Employee No.7 | 1 | 2 | 2 | 2 | 2 | 2 | | 11 | 572 | 23.69 | \$ 13,550.68 | |
| Employee No.8 | | 6 | 6 | | 6 | 6 | | 24 | 1248 | 23.69 | \$ 29,565.12 | |
| Employee No.9 | 1.5 | 1.5 | 1.5 | 1.65 | | | | 6.15 | 319.8 | 23.69 | \$ 7,576.06 | |
| Employee No.10 | 1.5 | 1.5 | 1.5 | 1.65 | | | | 6.15 | 319.8 | 23.69 | \$ 7,576.06 | |
| | | | | | | | | | | | \$ | |
| | | | | | | | | | | | \$ | |
| ON-CALL JANITORIAL SERVICES | | | | | | | | | 100 | 23.69 | \$ 2,369.00 | |
| Comments/Notes: | | | | | | | | | Total Salaries | \$ | 202,919.06 | |
| **Important: HOURLY RATE LISTED ON LW-8s MUST BE EITHER THE HIGHER OF THE TWO LIVING WAGE RATE IF CONTRACT TERMS SPANS THROUGH MULTIPLE LIVING WAGE RATE YEARS OR YOU MUST CLEARLY SHOW THE TWO DIFFERENT LIVING WAGE RATES IN THE LW-8s PER EACH YEAR'S RATE. | | | | | | | | | (1) Vacations, Sick Leave, Holiday | \$ | 8,116.76 | |
| | | | | | | | | | (2) Health Insurance | \$ | 8,116.76 | |
| | | | | | | | | | (3) Payroll Taxes & Workers' Compensation | \$ | 40,583.81 | |
| | | | | | | | | | (4) Welfare and Pension | \$ | 4,058.38 | |
| | | | | | | | | | Total Employee Benefits (1+2+3+4) | | \$ | 60,875.72 |
| | | | | | | | | | (5) Equipment Costs | \$ | 7,518.00 | |
| | | | | | | | | | (6) Service and Supply Costs | \$ | 10,700.00 | |
| | | | | | | | | | (7) General and Administrative Costs | \$ | 10,145.95 | |
| (8) Profit | \$ | 12,783.90 | | | | | | | | | | |
| | | | | | | | | | Total Other Costs (5+6+7+8) | \$ | 41,147.85 | |
| | | | | | | | | | TOTAL PRICE | \$ | 304,942.64 | |

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

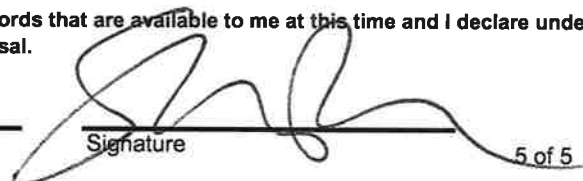
** Living wage rate shall be at the wage rate as set forth in Form LW-1, Los Angeles County Code Chapter 2.201 - Living Wage Program. Hourly rates that are not in compliance may subject your proposal to rejection.

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

The above information was compiled from records that are available to me at this time and I declare under penalty of perjury that the information is true and accurate within the requirements of the Proposal.

Goodwill Industries of Southern California

Name of Proposer



Signature

7/3/2025

Date

SERVICE CONTRACT GENERAL REQUIREMENTS

SECTION 1

INTERPRETATION OF CONTRACT

A. Ambiguities or Discrepancies

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

B. Definitions

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

Agreement. The written, signed accord covering the performance of the requested service.

Board. The Board of Supervisors of County of Los Angeles and Ex-Officio Board of Supervisors of the Los Angeles County Flood Control District.

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

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

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

County. Includes County of Los Angeles, Los Angeles County Public Works, Los Angeles County Road Department, and/or Los Angeles County Engineer. Where the contracting party is a District, the term County includes the County and the contracting District.

Day. Calendar day(s) unless otherwise specified.

Direct Employee. Worker employed by Contractor under Contractor's State and Federal taxpayer identification.

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

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

Employee Leasing. Any agreement to employ any worker, at any tier, that is not: a Subcontract, or is not a direct employee relationship with the Contractor or a Subcontractor.

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

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

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

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

Public Works. Los Angeles County Public Works.

Solicitation. Request for Proposals, Invitation for Bids, Request for Statement of Qualifications, or Request for Quotation.

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

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

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

C. Headings

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

SECTION 2

STANDARD TERMS AND CONDITIONS PERTAINING TO CONTRACT ADMINISTRATION

A. Amendments

1. For any change which affects the Scope of Work, Contract sum, payments, or any term or condition included in this Contract, an amendment will be prepared and executed by Contractor and the Board or if delegated by the Board, the Director, and Contractor.
2. The Board or County's Chief Executive Officer or designee may require the addition and/or change of certain terms and conditions in this Contract during the term of this Contract. County reserves the right to add and/or change such provisions as required by the Board or the Chief Executive Officer. To implement such changes, an amendment or a change order to this Contract will be prepared by Public Works and signed by the Contractor.
3. County may, at its sole discretion, authorize extensions of time to this Contract's term. Contractor agrees that such extensions of time will not change any other term or condition of this Contract during the period of such extensions. To implement an extension of time, an amendment to this Contract will be prepared and executed by Contractor and the Board or if delegated by the Board, the Director, and Contractor. To the extent that extensions of time for Contractor performance do not impact either scope or amount of this Contract, Public Works may, at its sole discretion, grant Contractor extensions of time, provided the aggregate of all such extensions during the life of this Contract will not exceed 180 days.
4. For any change which does not materially affect the Scope of Work or any other term or condition included under this Contract, a change order will be prepared by Public Works and signed by the Contractor. If the change order is prepared by the Contractor, it will be approved by Public Works and signed by the Contractor and the County.

B. Assignment and Delegation

1. The Contractor must notify the County of any pending acquisitions/mergers of its company unless otherwise legally prohibited from doing so. If the Contractor is restricted from legally notifying the County of pending acquisitions/mergers, then it should notify the County of the actual acquisitions/mergers as soon as the law allows and provide to the County the legal framework that restricted it from notifying the County prior to the actual acquisitions/mergers.

2. Contractor must not assign, exchange, transfer, or delegate its rights or duties under this Contract, whether in whole or in part, without the prior written consent of County, in its discretion, and any attempted assignment, delegation, or otherwise transfer of its rights or duties without such consent must be null and void. For purposes of this paragraph, County consent must require a written amendment to this Contract, which is formally approved and executed by Contractor and the Board or if delegated by the Board, the Director, and Contractor. Any payments by County to any approved delegate or assignee on any claim under this Contract will be deductible, at County's sole discretion, against the claims which Contractor may have against County.
3. Any assumption, assignment, delegation, or takeover of any of Contractor's duties, responsibilities, obligations, or performance of same by any person or entity other than Contractor, whether through assignment, Subcontract, delegation, merger, buyout, or any other mechanism, with or without consideration for any reason whatsoever without County's express prior written approval, will be a material breach of this Contract, which may result in the suspension or termination of this Contract. In the event of such a termination, County will be entitled to pursue the same remedies against Contractor as it could pursue in the event of default of Contractor.

C. Authorization Warranty

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

D. Budget Reduction

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

E. Complaints

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

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

F. Compliance with Applicable Laws

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

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

G. Compliance with Civil Rights Laws

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

H. Confidentiality

1. Contractor must maintain the confidentiality of all records obtained from County under this Contract in accordance with all applicable Federal, State, and local laws, ordinances, regulations, and directives relating to confidentiality.
2. Contractor must indemnify, defend, and hold harmless County, its officers, employees, and agents from and against any and all claims, demands, damages, liabilities, losses, costs, and expenses including, without limitation, defense costs and legal, accounting and other expert, consulting or professional fees, arising from, connected with, or related to any failure by Contractor, its officers, employees, agents, or Subcontractors, to comply with this paragraph, as determined by County in its sole judgment. Any legal defense pursuant to Contractor's indemnification obligations under this paragraph must be conducted by Contractor and performed by counsel selected by Contractor and

approved by County. Notwithstanding the preceding sentence, County will have the right to participate in any such defense at its sole cost and expense, except that in the event Contractor fails to provide County with a

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

3. Contractor must inform all of its officers, employees, agents, and Subcontractors providing services hereunder of the confidentiality provisions of this Contract.

I. Conflict of Interest

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

J. Consideration of Hiring County Employees Targeted for Layoffs or are on a County Reemployment List

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

K. Consideration of Hiring GAIN and START Participants

1. Should the Contractor require additional or replacement personnel after the effective date of this Contract, the Contractor will give consideration for any such employment openings to participants in the County's Department of Public Social Services Greater Avenues for Independence (GAIN) Program or Skills and Training to Achieve Readiness for Tomorrow (START) Program who meet the contractor's minimum qualifications for the open position. For this purpose, consideration will mean that the Contractor will interview qualified candidates. The County will refer GAIN/START participants by job category to the Contractor. Contractors must report all job openings with job requirements to: gainstart@dpss.lacounty.gov and BSERVICES@OPPORTUNITY.LACOUNTY.GOV and DPSS will refer qualified GAIN/START job candidates.
2. In the event that both laid-off County employees and GAIN/START participants are available for hiring, County employees must be given first priority.

L. Contractor's Acknowledgment of County's Commitment to Child Support Enforcement

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

M. Contractor's Charitable Activities Compliance

The Supervision of Trustees and Fundraisers for Charitable Purposes Act regulates entities receiving or raising charitable contributions. The "Nonprofit Integrity Act of 2004" (SB 1262, Chapter 919) increased Charitable Purposes Act requirements. By requiring Contractors to complete the Charitable

Contributions Certification (Form PW-3), County seeks to ensure that all County Contractors which receive or raise charitable contributions comply with California law in order to protect County and its taxpayers. A Contractor which receives or raises charitable contributions without complying with its obligations under California law commits a material breach subjecting it to either Contract termination for default or debarment proceedings or both. (Los Angeles County Code, Chapter 2.202).

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

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

O. County's Quality Assurance Plan

County or its agent will monitor the Contractor's performance under this Contract on not less than an annual basis. Such monitoring will include assessing Contractor's compliance with all this Contract's terms and conditions and performance standards. Contractor deficiencies which County determines are significant or continuing and that may place performance of this Contract in jeopardy, if not corrected, will be reported to the Board. The report will include improvement/corrective action measures taken by County and Contractor. If improvement does not occur consistent with the corrective action measures, County may suspend or terminate this Contract for default or impose other penalties as specified in this Contract.

P. Damage to County Facilities, Buildings, or Grounds

1. Contractor must repair, or cause to be repaired, at its own cost, any and all damage to County facilities, buildings, or grounds caused by Contractor, employees, or agents of Contractor.
2. Such repairs must be made immediately after Contractor has become aware of such damage, but in no event later than 30 days after the occurrence. If Contractor fails to make timely repairs, County may make any necessary repairs. All costs incurred by County, as determined by County, for such repairs must be repaid by Contractor by cash payment upon demand. County may deduct from any payment otherwise due Contractor costs incurred by County to make such repairs

Q. Employment Eligibility Verification

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

R. Counterparts and Electronic Signatures and Representations

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

S. Fair Labor Standards

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

T. Force Majeure

1. Neither party will be liable for such party's failure to perform its obligations under and in accordance with this Contract, if such failure arises out of fires, floods, epidemics, quarantine restrictions, other natural occurrences, strikes, lockouts (other than a lockout by such party or any of such party's Subcontractors), freight embargoes, or other similar events to those described above, but in every such case the failure to perform must be totally beyond the control and without any fault or negligence of such party (such events are referred to in this subparagraph as "force majeure events").
2. Notwithstanding the foregoing, a default by a Subcontractor of Contractor will not constitute a force majeure event, unless such default arises out of causes beyond the control of both Contractor and such Subcontractor, and without any fault or negligence of either of them. In such case, Contractor must not be liable for failure to perform, unless the goods or services to be furnished by the Subcontractor were obtainable from other sources in sufficient time to permit Contractor to meet the required performance schedule. As used in this subparagraph, the term "Subcontractor" and "Subcontractors" mean Subcontractors at any tier.
3. In the event Contractor's failure to perform arises out of a force majeure event, Contractor agrees to use commercially reasonable best efforts to obtain goods or services from other sources, if applicable, and to otherwise mitigate the damages and reduce the delay caused by such force majeure event.

U. Governing Laws, Jurisdiction, and Venue

This Contract will be governed by, and construed in accordance with the laws of the State of California. To the maximum extent permitted by applicable law, Contractor and County agree and consent to the exclusive jurisdiction of the courts of the State of California for all purposes concerning this Contract and further agree and

consent that venue of any action brought in connection with or arising out of this Contract, will be exclusively in the County of Los Angeles.

V. Most Favored Public Entity

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

W. Nondiscrimination and Affirmative Action

1. Contractor certifies and agrees that all persons employed by it, its affiliates, subsidiaries, or holding companies are and must be treated equally without regard to or because of race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, in compliance with all applicable Federal and State antidiscrimination laws and regulations.
2. Contractor must certify to, and comply with, the provisions of Contractor's Equal Employment Opportunity (EEO) Certification (Form PW-7).
3. Contractor must take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, in compliance with all applicable Federal and State antidiscrimination laws and regulations. Such action must include, but not be limited to, employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection of training, including apprenticeship.
4. Contractor certifies and agrees that it will deal with its Subcontractors, bidders, or vendors without regard to or because of race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation.
5. Contractor certifies and agrees that it, its affiliates, subsidiaries, or holding companies must comply with all applicable Federal and State laws and regulations to the end that no person will, on the grounds of race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Contract or under any project, program, or activity supported by this Contract.

6. Contractor must allow County representatives access to Contractor's employment records during regular business hours to verify compliance with the provisions of this paragraph when so requested by County.
7. If County finds that any of the above provisions have been violated, such violation will constitute a material breach of this Contract upon which County may terminate for default or suspend this Contract. While County reserves the right to determine independently that the antidiscrimination provisions of this Contract have been violated, in addition, a determination by the California Fair Employment Practices Commission or the Federal Equal Employment Opportunity Commission that Contractor has violated Federal or State antidiscrimination laws or regulations will constitute a finding by County that Contractor has violated the antidiscrimination provisions of this Contract.
8. The parties agree that in the event Contractor violates any of the antidiscrimination provisions of this Contract, County will, at its sole option, be entitled to a sum of \$500 for each violation pursuant to California Civil Code, Section 1671, as liquidated damages in lieu of terminating or suspending this Contract.

X. Nonexclusivity

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

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

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

Z. Notice of Delays

Except as otherwise provided under this Contract, when either party has knowledge that any actual or potential situation is delaying or threatens to delay the timely performance of this Contract, that party must, within one business day,

give notice thereof, including all relevant information with respect thereto, to the other party.

AA. Notice of Disputes

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

BB. Notice to Employees Regarding the Federal Earned Income Credit

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

CC. Notices

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

Contracting Manager, Business Relations and Contracts Division
Los Angeles County Public Works
P.O. Box 1460
Alhambra, CA 91802-1460

In the event of suspension or termination of this Contract, notices may also be given upon personal delivery to any person whose actual knowledge of such suspension or termination would be sufficient notice to Contractor. Actual knowledge of such suspension or termination by an individual Contractor or by a copartner, if Contractor is a partnership; or by the president, vice president, secretary, or general manager, if Contractor is a corporation; or by the managing agent regularly in charge of the work on behalf of said Contractor must in any case be sufficient notice.

DD. Publicity

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

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

EE. Public Records Act

1. Any documents submitted by Contractor; all information obtained in connection with County's right to audit and inspect Contractor's documents, books, and accounting records pursuant to this Exhibit B, Record Retention and Inspection/Audit Settlement of this Contract; as well as those documents which were required to be submitted in response to the RFP used in the solicitation process for this Contract, become the exclusive property of County. All such documents become a matter of public record and must be regarded as public records, except those documents that are marked "Trade Secret," "Confidential," or "Proprietary" and are deemed excluded from disclosure under Government Code 6250 et seq. (Public Records Act). County will not in any way be liable or responsible for the disclosure of any such records including, without limitation, those so marked, if disclosure is required by law, or by an order issued by a court of competent jurisdiction.

2. In the event County is required to defend an action on a Public Records Act request for any of the aforementioned documents, information, books, records, and/or contents of a proposal marked "Trade Secret," "Confidential," or "Proprietary," Contractor agrees to defend and indemnify County from all costs and expenses, including reasonable attorney's fees, in connection with any requested action or liability arising under the Public Records Act.

FF. Record Retention and Inspection/Audit Settlement

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

1. In the event that an audit of Contractor is conducted specifically regarding this Contract by any Federal or State auditor, or by any auditor or accountant employed by Contractor or otherwise, then Contractor must file a copy of such audit report with County's Auditor-Controller within 30 days of Contractor's receipt thereof, unless otherwise provided by applicable Federal or State law or under this Contract. Subject to applicable law, County will make a reasonable effort to maintain the confidentiality of such audit report(s).
2. Failure on the part of Contractor to comply with any of the provisions of this paragraph will constitute a material breach of this Contract upon which County may suspend or terminate for default or suspend this Contract.
3. If, at any time during the term of this Contract or within five years after the expiration or termination of this Contract, representatives of County conduct an audit of Contractor regarding the work performed under this Contract, and if such audit finds that County's dollar liability for any such work is less

than payments made by County to Contractor, then the difference must be either: a) repaid by Contractor to County by cash payment upon demand or b) at the sole option of County's Auditor-Controller, deducted from any amounts due to Contractor from County, whether under this Contract or otherwise. If such audit finds that County's dollar liability for such work is more than the payments made by County to Contractor, then the difference will be paid to Contractor by County by cash payment, provided that in no event will County's maximum obligation for this Contract exceed the funds appropriated by County for the purpose of this Contract.

4. In addition to the above, the Contractor agrees, should the County or its authorized representatives determine, in the County's sole discretion, that it is necessary or appropriate to review a broader scope of the Contractor's records (including, certain records related to non-County Contracts) to enable the County to evaluate the Contractor's compliance with the County's Living Wage Program, that the Contractor most promptly and without delay provide to the County, upon the written request of the County or its authorized representatives, access to and the right to examine, audit, excerpt, copy, or transcribe any and all transactions, activities, or records relating to any of its employees who have provided services to the County under this Contract, including without limitation, records relating to work performed by said employees on the Contractor's non-County Contracts. The Contractor further acknowledges that the

foregoing requirement in this subparagraph relative to Contractor's employees who have provided services to the County under this Contract is for the purpose of enabling the County in its discretion to verify the Contractor's full compliance with and adherence to California labor laws and the County's Living Wage Program. All such materials and information including, but not limited to, all financial records, bank statements, cancelled checks or other proof of payment, timecards, sign-in/sign-out sheets and other time and employment records, and proprietary data and information, must be kept and maintained by the Contractor and must be made available to the County during the term of this Contract and for a period of five years thereafter unless the County's written permission is given to dispose of any such materials and information prior to such time. All such materials and information must be maintained by the Contractor at a location in Los Angeles County, provided that if any such materials and information is located outside Los Angeles County, then, at the County's option, the Contractor must pay the County for travel, per diem, and other costs incurred by the County to examine, audit, excerpt, copy, or transcribe such materials and information at such other location.

GG. Recycled-Content Paper Products

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

HH. Contractor's Employee Criminal Background Investigation

Each of Contractor's staff performing services under this Contract, who is in a designated sensitive position, as determined by County in County's sole discretion, must undergo and pass a background investigation to the satisfaction of County as a condition of beginning and continuing to perform services under this Contract. Such background investigation must be obtained through fingerprints submitted to the California Department of Justice to include State, local, and federal-level review, which may include, but will not be limited to, criminal conviction information. The fees associated with the background investigation will be at the expense of the Contractor, regardless of whether the member of Contractor's staff passes or fails the background investigation.

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

County, in its sole discretion, may immediately deny or terminate facility access to any member of Contractor's staff that does not pass such investigation to the satisfaction of the County or whose background or conduct is incompatible with County facility access.

Disqualification of any member of Contractor's staff pursuant to this section will not relieve Contractor of its obligation to complete all work in accordance with the terms and conditions of this Contract.

II. Subcontracting

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

1. If Contractor desires to Subcontract, Contractor must provide the following information promptly at County's request:

- a. A description of the work to be performed by the Subcontractor.
 - b. A draft copy of the proposed Subcontract.
 - c. Other pertinent information and/or certifications requested by County.
2. Contractor must indemnify, defend, and hold County harmless with respect to the activities of each and every Subcontractor in the same manner and to the same degree as if such Subcontractor(s) were Contractor employees.
 3. Contractor must remain fully responsible for all performances required of it under this Contract, including those that the Contractor has determined to Subcontract, notwithstanding County's approval of Contractor's proposed Subcontract.
 4. County's consent to Subcontract will not waive County's right to prior and continuing approval of any and all personnel, including Subcontractor employees, providing services under this Contract. Contractor is responsible to notify its Subcontractors of this County right.
 5. County's Contract Manager is authorized to act for and on behalf of County with respect to approval of any Subcontract and Subcontractor employees.
 6. Contractor will be solely liable and responsible for all payments or other compensation to all Subcontractors and their officers, employees, agents, and successors in interest arising through services performed hereunder, notwithstanding County's consent to Subcontract.
 7. Contractor must obtain certificates of insurance, which establish that the Subcontractor maintains all the programs of insurance required by County from each approved Subcontractor. Contractor must ensure delivery of all such documents to Business Relations and Contracts Division, P.O. Box 1460, Alhambra, California 91802-1460, before any Subcontractor employee may perform any work hereunder.
 8. Employee Leasing is prohibited.

JJ. Validity

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

KK. Waiver

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

LL. Warranty Against Contingent Fees

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

MM. Time Off for Voting

The Contractor must notify its employees, and must require each Subcontractor to notify and provide to its employees, information regarding the time off for voting law (Elections Code, Section 14000). Not less than ten days before every Statewide election, every Contractor and Subcontractors must keep posted conspicuously at the place of work, if practicable, or elsewhere where it can be seen as employees come or go to their place of work, a notice setting forth the provisions of Section 14000.

NN. Local Small Business Enterprise Utilization

When requested by the County, the Contractor must provide to the County via methods specified by the County, such as submission of electronic live (or dynamic) data on invoices for the prime and all subcontractors using County-designated third party software system or to a County approved website, or other means of submitting expenditure information on subcontractors, including but not limited to the following information: the name, business address and telephone number/email address of each subcontractor.

In addition, the Contractor must be required to provide each of the specified subcontractor Local Small Business Enterprise (SBE), Disabled Veteran Business Enterprise (DVBE), and Social Enterprise (SE) status (i.e., whether any of the listed subcontractors are Local SBE's) and the proposed monetary amount of the work the subcontractor will perform on each Notice to Proceed. At the time

of submittal of each invoice, the Contractor must indicate, via methods specified by the County, the actual dollar amounts paid to each listed subcontractor who performed work on the project. The subcontractor may be requested to confirm receipt of the actual payment to the subcontractor by the prime.

The parties agree that it will be impracticable or extremely difficult to fix the extent of actual damages resulting from the failure to the Contractor to comply with this Section. The parties will agree that under the current circumstances a reasonable estimate of such damages is specified in Exhibit F, Performance Requirements Summary, and that the Contractor will be liable to the County for said amount.

If in the judgment of the Director, or his/her designee, the Contractor is deemed to be in non-compliance with the terms and obligations, the Director or his/her designee, at his/her option, in addition to, or in lieu of, other remedies provided in Exhibit F, Performance Requirements Summary, may deduct and withhold liquidated damages from County's final payment to the Contractor.

OO. Compliance with County's Zero Tolerance Human Trafficking

Contractor acknowledges that the County has established a Zero Tolerance Human Trafficking Policy prohibiting contractors from engaging in human trafficking.

If a Contractor or member of Contractor's staff is convicted of a human trafficking offense, the County will require that the Contractor or member of Contractor's staff be removed immediately from performing services under the Contract. County will not be under any obligation to disclose confidential information regarding the offenses other than those required by law.

Disqualification of any member of Contractor's staff pursuant to this paragraph will not relieve Contractor of its obligation to complete all work in accordance with the terms and conditions of this Contract.

PP. Method of Payment and Required Information

The County may, at its sole discretion, determine the most appropriate, efficient, secure, and timely form of payment for any amounts due for goods and/or services provided under a Contract with the County. Proposers/Contractors further agree that the default form of payment must be EFT or direct deposit, unless an alternative method of payment is deemed appropriate by the A-C.

Upon Contract award and at the request of the A-C and/or Public Works, the Contractor must provide the A-C with electronic banking and related information for the Contractor and/or any other payee that the Contractor designates to receive payment pursuant to this Contract. Such electronic banking and related

information includes, but is not limited to: bank account number and routing number, legal business name, valid taxpayer identification number or TIN, a working e-mail address capable of receiving remittance advices and other payment related correspondence, and any other information that the A-C determines is reasonably necessary to process the payment and comply with all accounting, recordkeeping, and tax reporting requirements.

Any provision of law, grant, or funding agreement requiring a specific form or method of payment other than EFT or direct deposit will supersede this requirement with respect to those payments. Upon Contract award or at any time during the duration of the Contract, a Contractor may submit a written request for an exemption to this requirement. Such request must be based on specific legal, business or operational needs and explain why the payment method designated by the A-C is not feasible and an alternative is necessary. The A-C, in consultation with Public Works, will decide whether to approve exemption requests.

QQ. Compliance with Fair Chance Employment Hiring Practices

Contractor, and its subcontractors, must comply with fair chance employment hiring practices set forth in California Government Code Section 12952. Contractor's violation of this paragraph of the Contract may constitute a material breach of the Contract. In the event of such material breach, County may, in its sole discretion, terminate the Contract.

RR. Compliance with the County Policy of Equity

The Contractor acknowledges that the County takes its commitment to preserving the dignity and professionalism of the workplace very seriously, as set forth in the County Policy of Equity (CPOE) (<https://ceop.lacounty.gov/>). The contractor further acknowledges that the County strives to provide a workplace free from discrimination, harassment, retaliation and inappropriate conduct based on a protected characteristic, and which may violate the CPOE. The Contractor, its employees and Subcontractors acknowledge and certify receipt and understanding of the CPOE. Failure of the Contractor, its employees or its Subcontractors to uphold the County's expectations of a workplace free from harassment and discrimination, including inappropriate conduct based on a protected characteristic, may subject the Contractor to termination of contractual agreements as well as civil liability.

SS. Contractor Independence

A Contractor or its subsidiary or Subcontractor (Contractor), is prohibited from submitting a bid or proposal in a County solicitation if the Contractor has provided advice or consultation for the solicitation. A Contractor is also prohibited from

submitting a bid or proposal in a County solicitation if the Contractor has developed or prepared any of the solicitation materials on behalf of the County. A violation of this provision will result in the disqualification of the Contractor from participation in the County solicitation or the termination or cancellation of any resultant County contract. This provision will survive the expiration, or other termination of this Agreement.

TT. Campaign Contribution Prohibition Following Final Decision in Contract Proceeding

Pursuant to Government Code Section 84308, Contractor and its Subcontractors, are prohibited from making a contribution of more than \$250 to a County officer for twelve (12) months after the date of the final decision in the proceeding involving this Contract. Failure to comply with the provisions of Government Code Section 84308 and of this paragraph, may be a material breach of this Contract as determined in the sole discretion of the County.

SECTION 3

TERMINATIONS/SUSPENSIONS

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

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

B. Termination/Suspension for Convenience

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

Contractor are necessary to bring the work to a timely, logical, and orderly end. Reports, samples, and other materials prepared by Contractor under this Contract must be delivered to County upon request and must become the property of County.

C. Termination/Suspension for Default

1. County may, by written notice to Contractor, suspend or terminate the whole or any part of this Contract, if, in the judgment of the County:
 - a. Contractor has materially breached this Contract; or
 - b. Contractor fails to timely provide and/or satisfactorily perform any task, deliverable, service, or other work required under this Contract; or
 - c. Contractor fails to demonstrate a high probability of timely fulfillment of performance requirements under this Contract, or of any obligations of this Contract and in either case, fails to demonstrate convincing progress toward a cure within five working days (or such longer period as County may authorize in writing) after receipt of written notice from County specifying such failure.
2. In the event County suspends or terminates this Contract in whole or in part pursuant to this paragraph, County may procure, upon such terms and in such manner, as County may deem appropriate, goods and services similar to those so suspended or terminated. Contractor will be liable to County for any and all excess costs incurred by County, as determined by County, for such similar goods and services. Contractor must continue the performance of this Contract to the extent not suspended or terminated under the provisions of this paragraph.
3. Except with respect to defaults of any Subcontractor, Contractor must not be liable for any excess costs of the type identified in subparagraph "2" above, if its failure to perform this Contract arises out of causes beyond the control and without the fault or negligence of Contractor. Such causes may include, but are not limited to, acts of God or of the public enemy, acts of County in either its sovereign or contractual capacity, acts of the Federal or State government in its sovereign capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but in every case, the failure to perform must be beyond the control and without the fault or negligence of Contractor. If the failure to perform is caused by the default of a Subcontractor, and if such default arises out of causes beyond the control of both Contractor and Subcontractor, and without the fault or negligence of either of them, Contractor will not be liable for any such excess costs for

failure to perform, unless the goods or services to be furnished by the Subcontractor were obtainable from other sources in sufficient time to permit Contractor to meet the required delivery schedule.

4. If, after County has given notice of termination or suspension under the provisions of this paragraph, it is determined by County that Contractor was not in default under the provisions of this paragraph or that the default was excusable under the provisions of this paragraph, the rights and obligations of the parties must be the same as if the notice of termination or suspension had been issued pursuant to this Exhibit's Termination/Suspension for Convenience.
5. The rights and remedies of County provided in this paragraph will not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.
6. As used herein, the terms "Subcontractor" and "Subcontractors" mean Subcontractor at any tier.

D. Termination/Suspension for Improper Consideration

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

E. Termination/Suspension for Insolvency

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

F. Termination/Suspension for Nonadherence to County Lobbyists Ordinance

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

G. Termination/Suspension for Nonappropriation of Funds

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

SECTION 4

GENERAL CONDITIONS OF CONTRACT WORK

A. Authority of Public Works and Inspection

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

B. Cooperation

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

C. Cooperation and Collateral Work

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

D. Equipment, Labor, Supervision, and Materials

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

E. Gratuitous Work

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

F. Jobsite Safety

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

G. Labor

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

H. Labor Law Compliance

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

I. Overtime

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

J. Permits/Licenses

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

K. Prohibition Against Use of Child Labor

1. Contractor must:

- a. Not knowingly sell or supply to County any products, goods, supply, or other personal property manufactured in violation of child labor standards set by the International Labor Organization through its 1973 Convention Concerning Minimum Age for Employment.
- b. Upon request by County, identify the country/countries of origin of any products, goods, supplies, or other personal property Contractor sells or supplies to County.

- c. Upon request by County, provide to County the manufacturer's certification of compliance with all international child labor conventions.
 - d. Should County discover that any products, goods, supplies, or other personal property sold or supplied by Contractor to County are produced in violation of any international child labor conventions, Contractor must immediately provide an alternative, compliant source of supply.
2. Failure by Contractor to comply with provisions of this paragraph will constitute a material breach of this Contract and will be grounds for immediate suspension or termination of this Contract for default.

L. Public Convenience

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

M. Public Safety

It will be Contractor's responsibility to maintain security against public hazards at all times while performing work at Public Works' jobsites.

N. Quality of Work

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

O. Quantities of Work

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

P. Safety Requirements

Contractor must be responsible for the safety of equipment, material, and personnel under Contractor's jurisdiction during the work.

Q. Storage of Materials and Equipment

Contractor must not store material or equipment at the jobsite, except as might be specifically authorized by this Contract. County will not be liable or responsible for any damage, by whatever means, or for the theft of Contractor's material or equipment from any jobsite.

R. Transportation

County will not provide transportation to and from the jobsite and will not provide travel around the limits of the jobsite.

S. Work Area Controls

1. Contractor must comply with all applicable laws and regulations. Contractor must maintain work area in a neat, orderly, clean, and safe manner. Contractor must avoid spreading out equipment excessively. Location and layout of all equipment and materials at each jobsite will be subject to the Contract Manager's approval.
2. Contractor must be responsible for the security of any and all of Public Works/County facilities in its care. Contractor must provide protection against vandalism and accidental and malicious damage, both during working and nonworking hours.

T. CARD

The County maintains databases that track/monitor Contractor performance history. Information entered into such databases may be used for a variety of purposes, including determining whether the County will exercise a Contract term extension option.

SECTION 5

INDEMNIFICATION AND INSURANCE REQUIREMENTS

A. Independent Contractor Status

1. This Contract is by and between County and Contractor and is not intended, and must not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association as between County and Contractor. The employees and agents of one party must not be, or be construed to be, the employees or agents of the other party for any purpose whatsoever.
2. Contractor must be solely liable and responsible for providing to, or on behalf of, all persons performing work pursuant to this Contract all compensation and benefits. County will have no liability or responsibility for the payment of any salaries, wages, unemployment benefits, disability benefits, Federal, State, or local taxes, or other compensation, benefits, or taxes for any personnel provided by or on behalf of Contractor.
3. Contractor understands and agrees that all persons performing work pursuant to this Contract are, for purposes of Workers' Compensation liability, solely employees of Contractor and not employees of County. Contractor must be solely liable and responsible for furnishing any and all Workers' Compensation benefits to any person as a result of any injuries arising from or connected with any work performed by or on behalf of Contractor pursuant to this Contract.

B. Indemnification

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

C. Workplace Safety Indemnification

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

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

D. General Insurance Requirements

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

insurer(s). The Insured party named on the Certificate must match the name of the Contractor identified as the contracting party in this Contract. Certificates must provide the full name of each insurer providing coverage, its NAIC (National Association of Insurance Commissioners) identification number, its financial rating, the amounts of any policy deductibles or self-insured retentions exceeding \$50,000, and list any County-required endorsement forms.

- c. Neither the County's failure to obtain, nor the County's receipt of, or failure to object to a noncomplying insurance certificate or endorsement, or any other insurance documentation or information provided by the Contractor, its insurance broker(s) and/or insurer(s), must be construed as a waiver of any of the Required Insurance provisions.

- d. Certificates and copies of any required endorsements must be sent to:

Los Angeles County Public Works
Business Relations and Contracts Division
P.O. Box 1460
Alhambra, California 91802-1460
Attention: Contract Analyst (noted in the RFP Notice)

- e. Contractor also must promptly report to County any injury or property damage accident or incident, including any injury to a Contractor employee occurring on County property, and any loss, disappearance, destruction, misuse, or theft of County property, monies or securities entrusted to Contractor. Contractor also must promptly notify County of any third-party claim or suit filed against Contractor or any of its Subcontractors which arises from or relates to this Contract, and could result in the filing of a claim or lawsuit against Contractor and/or County.

- 3. Additional Insured Status and Scope of Coverage - The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers must be provided additional insured status under Contractor's General Liability policy with respect to liability arising out of Contractor's ongoing and completed operations performed on behalf of the County. The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers additional insured status must apply with respect to liability and defense of suits arising out of the Contractor's acts or omissions, whether such liability is attributable to the Contractor or to the County. The full policy limits and scope of

protection also must apply to the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers as an additional insured, even if they exceed the County's minimum Required Insurance specifications herein. Use of an automatic additional insured endorsement form is acceptable providing it satisfies the Required Insurance provisions herein.

4. Cancellation of or Changes in Insurance: Contractor must provide County with, or Contractor's insurance policies shall contain a provision that County must receive, written notice of cancellation or any change in Required Insurance, including insurer, limits of coverage, term of coverage or policy period. The written notice must be provided to County at least ten days in advance of cancellation for nonpayment of premium and 30 days in advance for any other cancellation or policy change. Failure to provide written notice of cancellation or any change in Required Insurance may constitute a material breach of the Contract, in the sole discretion of the County, upon which the County may suspend or terminate this Contract.
5. Failure to Maintain Insurance: Contractor's failure to maintain or to provide acceptable evidence that it maintains the Required Insurance must constitute a material breach of the Contract, upon which County immediately may withhold payments due to Contractor, and/or suspend or terminate this Contract. County, at its sole discretion, may obtain damages from Contractor resulting from said breach. Alternatively, the County may purchase the Required Insurance, and without further notice to Contractor, deduct the premium cost from sums due to Contractor or pursue Contractor reimbursement.
6. Insurer Financial Ratings: Coverage must be placed with insurers acceptable to the County with A.M. Best ratings of not less than A:VII unless otherwise approved by County.
7. Contractor's Insurance Must Be Primary: Contractor's insurance policies, with respect to any claims related to this Contract, must be primary with respect to all other sources of coverage available to Contractor. Any County-maintained insurance or self-insurance coverage must be in excess of and not contribute to any Contractor coverage.
8. Waivers of Subrogation: To the fullest extent permitted by law, the Contractor hereby waives its rights and its insurer(s)' rights of recovery against County under all the Required Insurance for any loss arising from or relating to this Contract. The Contractor must require its insurers to execute any waiver of subrogation endorsements which may be necessary to effect such waiver.

9. Subcontractor Insurance Coverage Requirements: Contractor must include all Subcontractors as insureds under Contractor's own policies, or must provide County with each Subcontractor's separate evidence of insurance coverage. Contractor must be responsible for verifying each Subcontractor complies with the Required Insurance provisions herein, and must require that each Subcontractor name the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, Volunteers, and Contractor as additional insureds on the Subcontractor's General Liability policy. Contractor must obtain County's prior review and approval of any Subcontractor request for modification of the Required Insurance.
10. Deductibles and Self-Insured Retentions (SIRs): Contractor's policies must not obligate the County to pay any portion of any Contractor deductible or SIR. The County retains the right to require Contractor to reduce or eliminate policy deductibles and SIRs as respects the County, or to provide a bond guaranteeing Contractor's payment of all deductibles and SIRs, including all related claims investigation, administration and defense expenses. Such bond must be executed by a corporate surety licensed to transact business in the State of California.
11. Claims Made Coverage: If any part of the Required Insurance is written on a claims made basis, any policy retroactive date must precede the effective date of this Contract. Contractor understands and agrees it must maintain such coverage for a period of not less than three years following Contract expiration, termination, or cancellation.
12. Application of Excess Liability Coverage: Contractors may use a combination of primary, and excess insurance policies which provide coverage as broad as ("follow form" over) the underlying primary policies, to satisfy the Required Insurance provisions.
13. Separation of Insureds: All liability policies must provide cross-liability coverage as would be afforded by the standard Insurance Services Office, Inc. (ISO) separation of insureds provision with no insured versus insured exclusions or limitations.
14. Alternative Risk Financing Programs: The County reserves the right to review, and then approve, Contractor use of self-insurance, risk retention groups, risk purchasing groups, pooling arrangements, and captive insurance to satisfy the Required Insurance provisions. The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees, and Volunteers must be designated as an Additional Covered Party under any approved program.

15. County Review and Approval of Insurance Requirements: The County reserves the right to review and adjust the Required Insurance provisions, conditioned upon County's determination of changes in risk exposures.

E. Compensation for County Costs

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

F. Insurance Coverage Requirements

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

| | |
|--|-------------|
| General Aggregate: | \$2 million |
| Products/Completed Operations Aggregate: | \$1 million |
| Personal and Advertising Injury: | \$1 million |
| Each Occurrence: | \$1 million |

2. Automobile Liability insurance (providing scope of coverage equivalent to ISO policy form CA 00 01) with limits of not less than \$1 million for bodily injury and property damage, in combined or equivalent split limits, for each single accident. Insurance must cover liability arising out of Contractor's use of autos pursuant to this Contract, including owned, leased, hired, and/or nonowned autos, as each may be applicable.
3. Workers Compensation and Employers' Liability insurance or qualified self-insurance satisfying statutory requirements, which includes Employers' Liability coverage with limits of not less than \$1 million per accident. If Contractor is a temporary staffing firm or a Professional Employer Organization (PEO), coverage also must include an Alternate Employer Endorsement (providing scope of coverage equivalent to ISO policy form WC 00 03 01 A) naming the County as the Alternate Employer. The written notice must be provided to County at least ten (10) days in advance of cancellation for non-payment of premium and thirty (30) days in advance for any other cancellation or policy change. If applicable to Contractor's operations, coverage also must be arranged to satisfy the requirements of any Federal workers or workmen's compensation law or any Federal occupational disease law.

SECTION 6

CONTRACTOR RESPONSIBILITY AND DEBARMENT

A. Responsible Contractor

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

B. Chapter 2.202 of the County Code

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

C. Nonresponsible Contractor

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

D. Contractor Hearing Board

1. If there is evidence that Contractor may be subject to debarment, Public Works will notify Contractor in writing of the evidence which is the basis for the proposed debarment and will advise Contractor of the scheduled date for a debarment hearing before Contractor Hearing Board.
2. Contractor Hearing Board will conduct a hearing where evidence on the proposed debarment is presented. Contractor and/or Contractor's representative must be given an opportunity to submit evidence at that hearing. After the hearing, Contractor Hearing Board will prepare a

tentative proposed decision, which must contain a recommendation regarding whether Contractor should be debarred, and, if so, the appropriate length of time of the debarment. Contractor and Public Works must be provided an opportunity to object to the tentative proposed decision prior to its presentation to the Board.

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

E. Subcontractors of Contractor

These terms must also apply to Subcontractors of County Contractors.

F. Prohibition of Contract with Suspended, Debarred, Ineligible or Excluded Contractor by Federal or State Government

Contractor hereby acknowledges that County is prohibited from contracting with parties that are suspended, debarred, ineligible or excluded from securing State-funded or Federally-funded contracts. By executing this Contract, Contractor certifies that neither it nor any of its owners, officers, partners, directors, or other principals is currently suspended, debarred, ineligible or excluded from securing State-funded or Federally-funded Contracts. Further by executing this Contract, Contractor certifies that, to its knowledge, none of its subcontractors, at any tier, or any owner, officer, partner, director, or other principal of any subcontractor is currently suspended, debarred, ineligible or excluded from securing State-funded or Federally-funded contracts. During the term of this Contract, Contractor must immediately notify County's Compliance Manager in writing should it or any of its subcontractors or any principals of either be suspended, debarred, ineligible or excluded from securing State-funded or Federally-funded contracts. Failure of Contractor to comply with this provision will constitute a material breach of this Contract upon which County may immediately terminate or suspend this Contract.

SECTION 7

COMPLIANCE WITH COUNTY'S JURY SERVICE PROGRAM

A. Jury Service Program

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

B. Written Employee Jury Service Policy

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

"Contractor" or if Contractor no longer qualifies for an exception to the Jury Service Program. In either event, Contractor must immediately implement a written policy consistent with the Jury Service Program. County may also require, at any time during this Contract and at its sole discretion, that Contractor demonstrate to County's satisfaction that Contractor either continues to remain outside of the Jury Service Program's definition of "Contractor" and/or that Contractor continues to qualify for an exception to the Jury Service Program.

4. Contractor's violation of this Section of this Contract may constitute a material breach of this Contract. In the event of such material breach, County may, in its sole discretion, suspend or terminate this Contract and/or bar Contractor from the award of future County Contracts for a period of time consistent with the seriousness of the breach.

SECTION 8

SAFELY SURRENDERED BABY LAW PROGRAM

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

Contractor acknowledges that County places a high priority on the implementation of the Safely Surrendered Baby Law. Contractor understands that it is County's policy to encourage all County Contractors to voluntarily post County's "Safely Surrendered Baby Law" poster in a prominent position at Contractor's place of business. Contractor will also encourage its Subcontractors, if any, to post this poster in a prominent position in the Subcontractor's place of business. The Contractor, and its Subcontractor(s), can access posters and other campaign material at www.babysafela.org.

B. Notice to Employees Regarding the Safely Surrendered Baby Law

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

SECTION 9

COMPLIANCE WITH COUNTY'S LIVING WAGE PROGRAM

A. Living Wage Program

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

B. Payment of Living Wage Rates

1. Unless Contractor has demonstrated to County's satisfaction either that Contractor is not an "Employer" as defined under the Living Wage Program (Section 2.201.020 of County Code) or that Contractor qualifies for an exception to the Living Wage Program (Section 2.201.090 of County Code), Contractor must pay its Employees no less than the applicable hourly living wage rate, as set forth in Form LW-3, Living Wage Rate Annual Adjustments, for the Employees' services provided to County, including, without limitation, "Travel Time" as defined below in subsection 5 of this Section 9.B under this Contract.
2. For purposes of this Section, "Contractor" includes any Subcontractor engaged by Contractor to perform services for County under this Contract. If Contractor uses any Subcontractor to perform services for County under this Contract, the Subcontractor must be subject to the provisions of this Section. The provisions of this Section must be inserted into any such Subcontract and a copy of the Living Wage Program must be attached to the Subcontract. "Employee" means any individual who is an employee of Contractor under the laws of California, and who is providing full-time or part-time services to Contractor, which are provided to County under this Contract. "Full-time" means a minimum of 40 hours worked per week, or a lesser number of hours, if the lesser number is a recognized industry standard and is approved as such by County; however, fewer than 35 hours worked per week will not, in any event, be considered full-time.
3. If Contractor is required to pay a living wage when this Contract commences, Contractor must continue to pay a living wage for the entire term of this Contract, including any option period.
4. If Contractor is not required to pay a living wage when this Contract commences, Contractor must have a continuing obligation to review the applicability of its "exemption status" from the living wage requirement. Contractor must immediately notify County if Contractor at any time either comes within the Living Wage Program's definition of "Employer" or if

Contractor no longer qualifies for the exception to the Living Wage Program. In either event, Contractor must immediately be required to commence paying the living wage and must be obligated to pay the living wage for the remaining term of this Contract, including any option period. County may also require, at any time during this Contract and at its sole discretion, that Contractor demonstrate to County's satisfaction that Contractor either continues to remain outside of the Living Wage Program's definition of "Employer" and/or that Contractor continues to qualify for the exception to the Living Wage Program. Unless Contractor satisfies this requirement within the time frame permitted by County, Contractor must immediately be required to pay the living wage for the remaining term of this Contract, including any option period.

5. For purposes of Contractor's obligation to pay its Employees the applicable hourly living wage rate under this Contract, "Travel Time" must have the following two meanings, as applicable: 1) with respect to travel by an Employee that is undertaken in connection with this Contract, Travel Time will mean any period during which an Employee physically travels to or from a County facility if Contractor pays the Employee any amount for that time or if California law requires Contractor to pay the Employee any amount for that time; and 2) with respect to travel by an Employee between County facilities that are subject to two different Contracts between Contractor and County (of which both Contracts are subject to the Living Wage Program), Travel Time will mean any period during which an Employee physically travels to or from, or between such County facilities if Contractor pays the Employee any amount for that time or if California law requires Contractor to pay the Employee any amount for that time.

C. Contractor's Submittal of Certified Monitoring Reports

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

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

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

E. County Auditing of Contractor Records

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

F. Notifications to Employees

Contractor must place County-provided living wage posters at each of Contractor's place of business and locations where Contractor's Employees are working. Contractor must also distribute County-provided notices to each of its Employees at least once per year. Contractor must translate posters and handouts into Spanish and any other language spoken by a significant number of Employees.

G. Enforcement and Remedies

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

1. Remedies for Submission of Late or Incomplete Certified Monitoring Reports: If Contractor submits a certified monitoring report to County after the date it is due or if the report submitted does not contain all of the required information or is inaccurate or is not properly certified, any such deficiency will constitute a breach of this Contract. In the event of any such breach, County may, in its sole discretion, exercise any or all of the following rights/remedies:

- a. **Withholding of Payment:** If Contractor fails to submit accurate, complete, timely, and properly certified monitoring reports, County may withhold from payment to Contractor up to the full amount of any invoice that would otherwise be due, until Contractor has satisfied the concerns of County, which may include required submittal of revised certified monitoring reports or additional supporting documentation.
 - b. **Liquidated Damages:** It is mutually understood and agreed that Contractor's failure to submit an accurate, complete, timely, and properly certified monitoring report will result in damages being sustained by County. It is also understood and agreed that the nature and amount of the damages will be extremely difficult and impractical to fix; that the liquidated damages set forth herein are the nearest and most exact measure of damages for such breach that can be fixed at this time; and that the liquidated damages are not intended as a penalty or forfeiture for Contractor's breach. Therefore, in the event that a certified monitoring report is deficient including, but not limited to, being late, inaccurate, incomplete, or uncertified, it is agreed that County may, in its sole discretion, assess against Contractor liquidated damages in the amount of \$100 per monitoring report for each day until County has been provided with a properly prepared, complete, and certified monitoring report. County may deduct any assessed liquidated damages from any payments otherwise due to Contractor.
 - c. **Termination/Suspension:** Contractor's failure to submit an accurate, complete, timely, and properly certified monitoring report may constitute a material breach of this Contract. In the event of such material breach, County may, in its sole discretion, suspend or terminate this Contract.
2. **Remedies for Payment of Less Than the Required Living Wage:** If Contractor fails to pay any Employee at least the applicable hourly living wage rate; such deficiency will constitute a breach of this Contract. In the event of any such breach, County may, in its sole discretion, exercise any or all of the following rights/remedies:
- a. **Withholding Payment:** If Contractor fails to pay one or more of its Employees at least the applicable hourly living wage rate, County may withhold from any payment otherwise due to Contractor the aggregate difference between the living wage amounts Contractor was required to pay its Employees for a given pay period and the amount actually paid to the Employees for that pay period. County may withhold said amount until Contractor has satisfied County that any underpayment has been cured, which may include required

submittal of revised certified monitoring reports or additional supporting documentation.

- b. Liquidated Damages: It is mutually understood and agreed that Contractor's failure to pay any of its Employees at least the applicable hourly living wage rate will result in damages being sustained by County. It is also understood and agreed that the nature and amount of the damages will be extremely difficult and impractical to fix; that the liquidated damages set forth herein are the nearest and most exact measure of damages for such breach that can be fixed at this time; and that the liquidated damages are not intended as a penalty or forfeiture for Contractor's breach. Therefore, it is agreed that County may, in its sole discretion, assess against Contractor liquidated damages of \$50 per Employee per day for each and every instance of an underpayment to an Employee. County may deduct any assessed liquidated damages from any payments otherwise due to Contractor.
 - c. Termination/Suspension: Contractor's failure to pay any of its Employees the applicable hourly living wage rate may constitute a material breach of this Contract. In the event of such material breach, County may, in its sole discretion, suspend or terminate this Contract.
3. Debarment: In the event Contractor breaches a requirement of this Section, County may, in its sole discretion, bar Contractor from the award of future County Contracts for a period of time consistent with the seriousness of the breach, in accordance with Los Angeles County Code, Section 2.202, Determinations of Contractor Nonresponsibility and Contractor Debarment.

H. Use of Full-Time Employees

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

I. Contractor Retaliation Prohibited

Contractor and/or its Employees must not take any adverse action which would result in the loss of any benefit of employment, any Contract benefit, or any statutory benefit for any Employee, person, or entity who has reported a violation of the Living Wage Program to County or to any other public or private agency, entity, or person. A violation of the provisions of this paragraph may constitute a material breach of this Contract. In the event of such material breach, County may, in its sole discretion, suspend or terminate this Contract.

J. Contractor Standards

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

K. Neutrality in Labor Relations

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

L. Employee Retention Rights

1. Contractor must offer employment to all retention employees who are qualified for such jobs. A "retention employee" is an individual who:
 - a. Is not an exempt employee under the minimum wage and maximum hour exemptions defined in the Federal Fair Labor Standards Act.
 - b. Has been employed by a Contractor under a predecessor Proposition A Contract or a predecessor cafeteria services Contract with County for at least six months prior to the date of this new Contract, which predecessor Contract was terminated by County prior to its expiration.
 - c. Is or will be terminated from his or her employment as a result of County entering into this new Contract.
2. Contractor is not required to hire a retention employee who:

- a. Has been convicted of a crime related to the job or his or her performance; or
 - b. Fails to meet any other County requirement for employees of a Contractor.
4. Contractor must not terminate a retention employee for the first 90 days of employment under this Contract, except for cause. Thereafter, Contractor may retain a retention employee on the same terms and conditions as Contractor's other employees.

SECTION 10

SOCIAL ENTERPRISE PREFERENCE PROGRAM

This Contract is subject to the provisions of the County's ordinance entitled Social Enterprise (SE) Preference Program, as codified in Chapter 2.205 of the Los Angeles County Code.

Contractor must not knowingly and with the intent to defraud, fraudulently obtain, retain, attempt to obtain or retain, or aid another in fraudulently obtaining or retaining or attempting to obtain or retain certification as a SE.

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

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

1. Pay to the County any difference between the Contract amount and what the County's costs would have been if the Contract had been properly awarded.
2. In addition to the amount described in subdivision (1), be assessed a penalty in the amount of not more than 10 percent of the amount of this Contract.
3. Be subject to the provisions of Chapter 2.202 of the Los Angeles County Code (Determinations of Contractor Nonresponsibility and Contractor Debarment).

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

SECTION 11

LOCAL SMALL BUSINESS ENTERPRISE PREFERENCE PROGRAM

- A. This Contract is subject to the provisions of County's ordinance entitled Local Small Business Enterprise Preference Program, as codified in Chapter 2.204 of the Los Angeles County Code.
- B. Contractor must not knowingly and with the intent to defraud, fraudulently obtain, retain, attempt to obtain or retain, or aid another in fraudulently obtaining or retaining or attempting to obtain or retain certification as a Local Small Business Enterprise.
- C. Contractor must not willfully and knowingly make a false statement with the intent to defraud, whether by affidavit, report, or other representation, to a County official or employee for the purpose of influencing the certification or denial of certification of any entity as a Local Small Business Enterprise.
- D. If Contractor has obtained County certification as a Local Small Business Enterprise by reason of having furnished incorrect supporting information or by reason of having withheld information, and which knew, or should have known, the information furnished was incorrect or the information withheld was relevant to its request for certification, and which by reason of such certification has been awarded this Contract to which it would not otherwise have been entitled, must:
 - 1. Pay to County any difference between this Contract amount and what County's costs would have been if this Contract had been properly awarded.
 - 2. In addition to the amount described in subdivision (1), be assessed a penalty in an amount of not more than 10 percent of the amount of this Contract.
 - 3. Be subject to the provisions of Chapter 2.202 of the Los Angeles County Code (Determinations of Contractor Nonresponsibility and Contractor Debarment).
- E. The above penalties must also apply to any business that has previously obtained proper certification, however, as a result of a change in their status would no longer be eligible for certification, and fails to notify the State and the Department of Consumer and Business Affairs of this information prior to responding to a solicitation or accepting a contract award.

SECTION 12

DISABLED VETERAN BUSINESS ENTERPRISE PREFERENCE PROGRAM

- A. This Contract is subject to the provisions of the County's ordinance entitled Disabled Veteran Business Enterprise (DVBE) Preference Program, as codified in Chapter 2.211 of the Los Angeles County Code.
- B. Contractor must not knowingly and with the intent to defraud, fraudulently obtain, retain, attempt to obtain or retain, or aid another in fraudulently obtaining or retaining or attempting to obtain or retain certification as a DVBE.
- C. Contractor must not willfully and knowingly make a false statement with the intent to defraud, whether by affidavit, report, or other representation, to a County official or employee for the purpose of influencing the certification or denial of certification of any entity as a DVBE.
- D. If Contractor has obtained certification as a DVBE by reason of having furnished incorrect supporting information or by reason of having withheld information, and which knew, or should have known, the information furnished was incorrect or the information withheld was relevant to its request for certification, and which by reason of such certification has been awarded this contract to which it would not otherwise have been entitled, must:
 - 1. Pay to the County any difference between the Contract amount and what the County's costs would have been if the Contract had been properly awarded.
 - 2. In addition to the amount described in subdivision (1), be assessed a penalty in an amount of not more than 10 percent of the amount of the Contract.
 - 3. Be subject to the provisions of Chapter 2.202 of the Los Angeles County Code (Determinations of Contractor Nonresponsibility and Contractor Debarment).
- E. Notwithstanding any other remedies in this contract, the above penalties will also apply to any business that has previously obtained proper certification, however, as a result of a change in their status would no longer be eligible for certification, and fails to notify the State and the Department of Consumer and Business Affairs of this information prior to responding to a solicitation or accepting a contract award.

SECTION 13

COMPLIANCE WITH COUNTY'S DEFAULTED PROPERTY TAX
REDUCTION PROGRAM

A. Defaulted Property Tax Reduction Program

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

B. Contractor's Warranty of Compliance with County's Defaulted Property Tax Reduction Program

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

Unless Contractor qualifies for an exemption or exclusion, Contractor warrants and certifies that to the best of its knowledge it is now in compliance, and during the term of this Contract will maintain compliance, with Los Angeles County Code, Chapter 2.206.

C. Termination for Breach of Warranty of Compliance with County's Defaulted Property Tax Reduction Program

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



Department of the Treasury
Internal Revenue Service

Notice 1015

(Rev. December 2024)

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

What Is the EIC?

The EIC is a refundable tax credit for certain workers.

Which Employees Must I Notify About the EIC?

You must notify each employee who worked for you at any time during the year and from whose wages you did not withhold income tax. However, you do not have to notify any employee who claimed exemption from withholding on Form W-4, Employee's Withholding Certificate.

Note: You are encouraged to notify all employees whose wages for 2024 are less than \$66,819 that they may be eligible for the EIC.

How and When Must I Notify My Employees?

You must give the employee one of the following.

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

If you give an employee a Form W-2 on time, no further notice is necessary if the Form W-2 has the required information about the EIC on the back of the employee's copy. If you give an employee a substitute Form W-2, but it does not have the required information, you

must notify the employee within 1 week of the date the substitute Form W-2 is given. If Form W-2 is required but is not given on time, you must give the employee Notice 797 or your written statement by the date Form W-2 is required to be given. If Form W-2 is not required, you must notify the employee by February 3, 2025.

You must hand the notice directly to the employee or send it by first-class mail to the employee's last known address. You will not meet the notification requirements by posting Notice 797 on an employee bulletin board or sending it through office mail. However, you may want to post the notice to help inform all employees of the EIC. You can download copies of the notice at www.irs.gov/FormsPubs. Or you can go to www.irs.gov/OrderForms to order it.

How Will My Employees Know if They Can Claim the EIC?

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

How Do My Employees Claim the EIC?

Eligible employees claim the EIC on their 2024 tax return. Even an employee who has no tax withheld from wages and owes no tax may claim the EIC and ask for a refund, but they must file a tax return to do so. For example, if an employee has no tax withheld in 2024 and owes no tax but is eligible for a credit of \$800, they must file a 2024 tax return to get the \$800 refund.

THERE'S A BETTER CHOICE. SAFELY SURRENDER YOUR BABY.

Any fire station. Any hospital. Any time.



1.877.222.9723

BabySafeLA.org

No shame | No blame | No names



Some parents of newborns can find themselves in difficult circumstances. Sadly, babies are sometimes harmed or abandoned by parents who feel that they're not ready or able to raise a child. Many of these mothers or fathers are afraid and don't know where to turn for help.

This is why California has a Safely Surrendered Baby Law, which gives parents the choice to legally leave their baby at any hospital or fire station in Los Angeles County.

FIVE THINGS YOU NEED TO KNOW ABOUT BABY SAFE SURRENDER

- 1 Your newborn can be surrendered at any hospital or fire station in Los Angeles County up to 72 hours after birth.
- 2 You must leave your newborn with a fire station or hospital employee.
- 3 You don't have to provide your name.
- 4 You will only be asked to voluntarily provide a medical history.
- 5 You have 14 days to change your mind; a matching bracelet (parent) and anklet (baby) are provided to assist you if you change your mind.

No shame | No blame | No names



ABOUT THE BABY SAFE SURRENDER PROGRAM

In 2002, a task force was created under the guidance of the Children's Planning Council to address newborn abandonment and to develop a strategic plan to prevent this tragedy.

Los Angeles County has worked hard to ensure that the Safely Surrendered Baby Law prevents babies from being abandoned. We're happy to report that this law is doing exactly what it was designed to do: save the lives of innocent babies. Visit BabySafeLA.org to learn more.

No shame | No blame | No names

ANY FIRE STATION.
ANY HOSPITAL.
ANY TIME.

1.877.222.9723
BabySafeLA.org

THERE'S A BETTER CHOICE.
SAFELY SURRENDER YOUR BABY.



No shame | No blame | No names





FROM SURRENDER TO ADOPTION: ONE BABY'S STORY

Los Angeles County firefighter Ted and his wife Becki were already parents to two boys. But when they got the call asking if they would be willing to care for a premature baby girl who'd been safely surrendered at a local hospital, they didn't hesitate.

Baby Jenna was tiny, but Ted and Becki felt lucky to be able to take her home. "We had always wanted to adopt," Ted says, "but taking

home a vulnerable safely surrendered baby was even better. She had no one, but now she had us. And, more importantly, we had her."

Baby Jenna has filled the longing Ted and Becki had for a daughter—and a sister for their boys. Because her birth parent safely surrendered her when she was born, Jenna is a thriving young girl growing up in a stable and loving family.

ANSWERS TO YOUR QUESTIONS

Who is legally allowed to surrender the baby?

Anyone with lawful custody can drop off a newborn within the first 72 hours of birth.

Do you need to call ahead before surrendering a baby?

No. A newborn can be surrendered anytime, 24 hours a day, 7 days a week, as long as the parent or guardian surrenders the child to an employee of the hospital or fire station.

What information needs to be provided?

The surrendering adult will be asked to fill out a medical history form, which is useful in caring for the child. The form can be returned later and includes a stamped return envelope. No names are required.

What happens to the baby?

After a complete medical exam, the baby will be released and placed in a safe and loving home, and the adoption process will begin.

What happens to the parent or surrendering adult?

Nothing. They may leave at any time after surrendering the baby.

How can a parent get a baby back?

Parents who change their minds can begin the process of reclaiming their baby within 14 days by calling the Los Angeles County Department of Children and Family Services at (800) 540-4000.

If you're unsure of what to do:

You can call the hotline 24 hours a day, 7 days a week and anonymously speak with a counselor about your options or have your questions answered.

1.877.222.9723 or BabySafeLA.org

English, Spanish and 140 other languages spoken.

Chapter 2.206 DEFAULTED PROPERTY TAX REDUCTION PROGRAM

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

2.206.010 Findings and declarations.

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

2.206.020 Definitions.

The following definitions shall be applicable to this chapter:

- A. "Contractor" shall mean any person, firm, corporation, partnership, or combination thereof, which submits a bid or proposal or enters into a Contract or agreement with the County.
- B. "County" shall mean the County of Los Angeles or any public entities for which the Board of Supervisors is the governing body.
- C. "County Property Taxes" shall mean any property tax obligation on the County's secured or unsecured roll; except for tax obligations on the secured roll with respect to property held by a Contractor in a trust or fiduciary capacity or otherwise not beneficially owned by the Contractor.
- D. "Department" shall mean the County department, entity, or organization responsible for the solicitation and/or administration of the Contract.
- E. "Default" shall mean any property tax obligation on the secured roll that has been deemed defaulted by operation of law pursuant to California Revenue and Taxation Code section 3436; or any property tax obligation on the unsecured roll that remains unpaid on the applicable delinquency date pursuant to California Revenue and Taxation Code section 2922; except for any property tax obligation dispute pending before the Assessment Appeals Board.

- F. "Solicitation" shall mean the County's process to obtain bids or proposals for goods and services.
- G. "Treasurer-Tax Collector" shall mean the Treasurer and Tax Collector of the County of Los Angeles. (Ord. No. 2009-0026 § 1 (part), 2009.)

2.206.030 Applicability.

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

2.206.040 Required solicitation and Contract language.

All solicitations and all new, renewed, extended, and/or amended Contracts shall contain language, which:

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

2.206.050 Administration and compliance certification.

- A. The Treasurer-Tax Collector shall be responsible for the administration of this chapter. The Treasurer-Tax Collector shall, with the assistance of the Chief Executive Officer, Director of Internal Services, and County Counsel issue written instructions on the implementation and ongoing administration of this chapter. Such instructions may provide for the delegation of functions to other departments.
- B. Contractor shall be required to certify, at the time of submitting any bid or proposal to the County, or entering into any new Contract, or renewal, extension or amendment of an existing Contract with the County, that it is in compliance with this chapter is not in Default on any County Property Taxes or is current in

payments due under any approved payment arrangement (Ord. No. 2009-0026 § 1 (part), 2009.)

2.206.060 Exclusions/Exemptions.

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

1. Chief Executive Office delegated authority agreements under \$50,000;
2. A Contract where Federal or State law or a condition of a Federal or State program mandates the use of a particular Contractor;
3. A purchase made through a State or Federal Contract;
4. A Contract where State or Federal monies are used to fund service-related programs including, but not limited to, voucher programs, foster care, or other social programs that provide immediate direct assistance;
5. Purchase orders under a master agreement, where the Contractor was certified at the time the master agreement was entered into and at any subsequent renewal, extension and/or amendment to the master agreement;
6. Purchase orders issued by Internal Services Department under \$100,000 that is not the result of a competitive bidding process;
7. Program agreements that utilize Board of Supervisors' discretionary funds;
8. National Contracts established for the purchase of equipment and supplies for and by the National Association of Counties, U.S. Communities Government Purchasing Alliance, or any similar related group purchasing organization;
9. A monopoly purchase that is exclusive and proprietary to a specific manufacturer, distributor, reseller, and must match and intermember with existing supplies, equipment, or systems maintained by the County pursuant to the Los Angeles Purchasing Policy and Procedures Manual, Section P-3700 or a successor provision;
10. A revolving fund (petty cash) purchase pursuant to the Los Angeles County Fiscal Manual, Section 4.6.0 or a successor provision;
11. A purchase card purchase pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, Section P-2810 or a successor provision;

12. A nonagreement purchase worth a value of less than \$5,000 pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, Section A-0300 or a successor provision; or
 13. A bona fide emergency purchase pursuant to the Los Angeles County Purchasing Policy and Procedures Manual Section P-0900 or a successor provision;
 14. Other Contracts for mission critical goods and/or services where the Board of Supervisors determines that an exemption is justified.
- B. Other laws. This chapter shall not be interpreted or applied to any Contractor in a manner inconsistent with the laws of the United States or California. (Ord. No. 2009-0026 § 1 (part), 2009.)

2.206.070 Enforcement and remedies.

- A. The information furnished by each Contractor certifying that it is in compliance with this chapter shall be under penalty of perjury.
- B. No Contractor shall willfully and knowingly make a false statement certifying compliance with this chapter for the purpose of obtaining or retaining a County Contract.
- C. For Contractor's violation of any provision of this chapter, the County department head responsible for administering the Contract may do one or more of the following:
1. Recommend to the Board of Supervisors the termination of the Contract; and/or,
 2. Pursuant to Chapter 2.202, seek the debarment of the Contractor; and/or,
 3. Recommend to the Board of Supervisors that an exemption is justified pursuant to Section 2.206.060.A.14 of this chapter or payment deferral as provided pursuant to the California Revenue and Taxation Code. (Ord. No. 2009-0026 § 1 (part), 2009.)

2.206.080 Severability.

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

PERFORMANCE REQUIREMENTS SUMMARY

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A-N) and this PRS, Exhibits A-N will control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service/Tasks | Performance Indicator | Deductions / Consequences for Failure to Meet Performance Indicator* | Compliance | Comments |
|---|--|---|---|----------|
| A. SCOPE OF WORK | | | | |
| 1. Fines by Regulatory and Governmental Agencies | Fined by a local, regional, State, or Federal regulatory or governmental agency as a result of the Contractor's negligence or failure to comply with any Federal, State, or local rules, regulations, or requirements. | \$500 per occurrence plus any fine(s) charged to the County by a regulatory or governmental agency; possible suspension; possible termination for default of contract. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 2. Violation of the National Pollutant Discharge Elimination System | Discharge of debris into storm drains and/or gutter. | \$500 per occurrence plus any fines by regulatory and governmental agencies plus any remediation cost; possible suspension; possible termination for default of contract. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| B. REPORTS/DOCUMENTATIONS | | | | |
| 1. Weekly/ Quarterly Reports | Submitted to Contract Manager daily/weekly/monthly report. | \$25 per day per report late or not submitted. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 2. Special Reports | Filed within time frame requested. | \$50 per day per report late or not submitted. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |

*Deductions may be imposed in addition to the Liquidated Damages at the sole discretion of the Contract Manager.

PERFORMANCE REQUIREMENTS SUMMARY

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A-N) and this PRS, Exhibits A-N will control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service/Tasks | Performance Indicator | Deductions / Consequences for Failure to Meet Performance Indicator* | Compliance | Comments |
|--|--|--|---|----------|
| C. EMPLOYEES | | | | |
| 1. Contractor's Employee Criminal Background Investigation | As applicable, prior to the start of the contract and continuation of the contract, the contractor must certify all employees who are in a designated sensitive position has passed a fingerprints background check submitted to the California Department of Justice to include State, local, and federal-level review as required by the Contract. Employees who <u>do not</u> pass or are not certified must be immediately removed. | \$100 per employee per day who is not certified as passing the background check; possible suspension | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 2. Staffing | Staffing levels are equal or exceed contract requirements. | \$50 per day staffing levels fall below requirements | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 3. Personal Protective Equipment (PPE) | PPE worn all day by employees on the job. | \$50 per employee who fails to wear PPE all day as required, per day. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 4. Training Program | Document training of each employee. | \$250 per untrained employee. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |

*Deductions may be imposed in addition to the Liquidated Damages at the sole discretion of the Contract Manager.

PERFORMANCE REQUIREMENTS SUMMARY

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A-N) and this PRS, Exhibits A-N will control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service/Tasks | Performance Indicator | Deductions / Consequences for Failure to Meet Performance Indicator* | Compliance | Comments |
|--|---|--|---|----------|
| 5. Maintain Knowledge of Safety Requirements | Understands the standards for safe practices related to the work. | \$50 per employee, per occurrence in which employee exhibits lack of understanding of standards. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 6. Vehicles | Working vehicle must have Company's logo and contact information visible. | \$50 per vehicle, per occurrence. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| D. SUPERVISOR/MANAGERS | | | | |
| 1. Change in Project Manager | Contractor must notify the County in writing of any change in name or address of the Project Manager. | \$50 per change in PM name or address where County is not notified | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 2. Respond to Complaints, Requests, and Discrepancies. | Respond within the time frame outlined in the Contract. | \$50 per day complaint(s) not responded to within the time frame outlined in the specifications. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 3. Makes Site Inspections | Facility inspected each shift or as required by Contract. | \$50 per shift or per period as outlined by Contract. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 4. Competent Supervisory Staff | Responsiveness to complaints and requests, maintain good work records, and acceptable level of service. | \$50 per day; possible suspension. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |

*Deductions may be imposed in addition to the Liquidated Damages at the sole discretion of the Contract Manager.

PERFORMANCE REQUIREMENTS SUMMARY

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A-N) and this PRS, Exhibits A-N will control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service/Tasks | Performance Indicator | Deductions / Consequences for Failure to Meet Performance Indicator* | Compliance | Comments |
|--|---|--|---|----------|
| 5. Provide Adequate Supervision and Training | Contract specifications met. | \$50 per occurrence per day; possible suspension. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 6. Project Safety Official | Project Safety Official who must be thoroughly familiar with the Contractor's Injury and Illness Prevention Program and Code of Safe Practices. | \$100 per day in which Safety Official exemplifies failure to enforce Program/Practices. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| E. CONTRACT ADMINISTRATION | | | | |
| 1. Insurance Certifications | Certifications submitted before implementation of contract and on a timely basis thereafter. | \$100 per day; work/contract; possible suspension; possible termination for default of contract. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 2. Record Retention & Inspection/Audit Settlement | Maintain all required documents as specified in contract. | \$200 per occurrence. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 3. Use of Subcontractor without Approval and/or Authorization. | Obtain County's written approval prior to subcontracting any work. | \$500 per occurrence; possible suspension; possible termination for default of contract. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 4. License and Certification | All license and certifications required to perform the work, if any. | \$100 per day; possible suspension; possible termination for default of contract. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 5. Assignment and Delegation | Contractor must not assign its rights or delegate its duties | \$200 per day the County is not informed of this | <input type="checkbox"/> Yes <input type="checkbox"/> No | |

*Deductions may be imposed in addition to the Liquidated Damages at the sole discretion of the Contract Manager.

PERFORMANCE REQUIREMENTS SUMMARY

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A-N) and this PRS, Exhibits A-N will control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A-N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service/Tasks | Performance Indicator | Deductions / Consequences for Failure to Meet Performance Indicator* | Compliance | Comments |
|------------------------|--|--|---|----------|
| | under this Contract, or both, whether in whole or in part, without the prior written consent of County. | change; possible suspension; possible termination for default of contract. | <input type="checkbox"/> N/A | |
| 6. Safety Requirements | Comply with all applicable State of California Occupational Safety and Health Administration (Cal/OSHA). | \$200 per occurrence per day; possible suspension. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |

P:\brcdpub\Service Contracts\CONTRACT\Jessica\AVI - Janitorial Services\2024 - REBID\RFP - Rebid\01 RFP\12 Exhibit F.1 Performance Requirements Summary.docx

*Deductions may be imposed in addition to the Liquidated Damages at the sole discretion of the Contract Manager.

PERFORMANCE REQUIREMENTS SUMMARY FOR SCOPE OF SERVICES

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A – N) and this PRS, Exhibits A – N shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A – N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service | Standard | Acceptable Quality Level (AQL) or Deviation From Standard Allowed | Method of Surveillance | Deduction from Contract Price for Exceeding AQL, Per Incident |
|------------------|----------|---|------------------------|---|
|------------------|----------|---|------------------------|---|

| OFFICE AREA/ CONFERENCE ROOMS | | | | |
|--|---|----|------------|---|
| Sweep and mop floors and steps | Daily - free of dust, dirt, debris, spillage, etc. Remaining dirt or debris is inconspicuous except on very close inspection. | 5% | Inspection | Exceeding AQL or Failure to sweep and mop: \$50 per room. |
| Vacuum and spot carpeted floors | Daily - free of dust, dirt, debris, spillages, spots, stains, etc. | 5% | Inspection | Exceeding AQL or Failure to sweep and mop: \$50 per room. |
| Dust furniture and equipment | Daily - free of dust, lint, fingerprints, spillages, arranged in an orderly manner, etc. | 5% | Inspection | Exceeding AQL or Failure to dust: \$50 per room. |
| Clean glass doors and spot clean partition glass | Daily - free of dust, fingerprints spots, scuff marks, streaks, etc. | 5% | Inspection | \$25 |
| Spot wash walls | Daily - free of fingerprints, spots, spillages, streaks, etc. | 5% | Inspection | \$20 |
| Empty and clean wastebaskets and trash cans | Daily - free of trash, odor, dirt, stains, streaks, spillages, etc. Must have clean plastic liners arranged daily. | 5% | Inspection | \$20 |
| Clean sinks with special polish | Daily - free of stains, rings, spots, film, etc. Chrome should be free of water marks, film, streaks, etc. | 5% | Inspection | \$20 |

PERFORMANCE REQUIREMENTS SUMMARY FOR SCOPE OF SERVICES

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A – N) and this PRS, Exhibits A – N shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A – N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service | Standard | Acceptable Quality Level (AQL) or Deviation From Standard Allowed | Method of Surveillance | Deduction from Contract Price for Exceeding AQL, Per Incident |
|--|---|---|------------------------|---|
| Sweep and pickup loose trash from around buildings | Three times a week, areas around buildings are free of trash. | 5% | Inspection | \$50 |

| LOBBIES AND CORRIDORS | | | | |
|-------------------------------------|---|---|---|------|
| Clean glass doors | <u>Daily</u> - free of dust, fingerprints, spots, scuff, marks, streaks, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$25 |
| Clean drinking fountains and polish | <u>Daily</u> - free of stains, spots, film, streaks, hand prints, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Dust/clean furniture, as necessary | <u>Daily</u> - free of dust, fingerprints, lint, dirt, spillages, arranged in an orderly manner, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |

PERFORMANCE REQUIREMENTS SUMMARY FOR SCOPE OF SERVICES

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A – N) and this PRS, Exhibits A – N shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A – N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service | Standard | Acceptable Quality Level (AQL) or Deviation From Standard Allowed | Method of Surveillance | Deduction from Contract Price for Exceeding AQL, Per Incident |
|--|---|---|---|---|
| Sweep and mop tile and concrete floors (buff as necessary) | <u>Daily</u> - free of dust, dirt, debris, spillages, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Vacuum or spot carpeted floors | <u>Daily</u> - free of dust, dirt, debris, spillages, spots, stains, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Empty and clean waste receptacles | <u>Daily</u> - free of odor, dirt, stains, spillages, streaks, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Spot wash walls | <u>Daily</u> - free of fingerprints, spots, spillages, streaks, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$25 |

PERFORMANCE REQUIREMENTS SUMMARY FOR SCOPE OF SERVICES

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A – N) and this PRS, Exhibits A – N shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A – N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service | Standard | Acceptable Quality Level (AQL) or Deviation From Standard Allowed | Method of Surveillance | Deduction from Contract Price for Exceeding AQL, Per Incident |
|---|---|---|---|---|
| RESTROOMS | | | | |
| Empty and clean dispensers and containers | <u>Daily</u> - free of dust, streaks, spots, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$50 |
| Clean fixtures and chrome fittings | <u>Daily</u> - free of odor, stains, rings, spots, film, etc. Chrome should be free of water marks, streaks, film, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Sweep and mop floors | <u>Daily</u> - free of dust, dirt, debris, spots, spillages, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$50 |
| Paper supplies | <u>Daily</u> - all dispensers must be filled to maximum capacity. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$50 |

PERFORMANCE REQUIREMENTS SUMMARY FOR SCOPE OF SERVICES

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A – N) and this PRS, Exhibits A – N shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A – N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service | Standard | Acceptable Quality Level (AQL) or Deviation From Standard Allowed | Method of Surveillance | Deduction from Contract Price for Exceeding AQL, Per Incident |
|--------------------------------------|---|---|---|---|
| Clean mirrors and fixtures as needed | <u>Daily</u> - free of dust, spots, fingerprints, streaks, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Spot clean walls and partitions | <u>Daily</u> - free of dust, cobwebs, fingerprints, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Wash walls and partitions | <u>Daily</u> - free of spots, spillages, streaks, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Clean showers | <u>Daily</u> - free of spots, film, streaks, stains, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |

PERFORMANCE REQUIREMENTS SUMMARY FOR SCOPE OF SERVICES

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A – N) and this PRS, Exhibits A – N shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A – N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service | Standard | Acceptable Quality Level (AQL) or Deviation From Standard Allowed | Method of Surveillance | Deduction from Contract Price for Exceeding AQL, Per Incident |
|------------------|----------|---|------------------------|---|
|------------------|----------|---|------------------------|---|

| VENDING/LUNCH ROOMS | | | | |
|---|--|---|---|------|
| Empty and clean trash receptacles | <u>Daily</u> - free of trash, odor, stains, streaks, spillages, etc. Must have clean plastic liners. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$50 |
| Clean and polish basins, sinks, and chrome fittings | <u>Daily</u> - free of stains, rings, spots, film, water marks, streaks, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Sweep and spot floors or vacuum and spot carpet | <u>Daily</u> - free of dust, dirt, debris, spots, stains, spillages, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Spot wash walls | <u>Daily</u> - free of fingerprints, spots, spillages, streaks, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |

PERFORMANCE REQUIREMENTS SUMMARY FOR SCOPE OF SERVICES

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A – N) and this PRS, Exhibits A – N shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A – N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service | Standard | Acceptable Quality Level (AQL) or Deviation From Standard Allowed | Method of Surveillance | Deduction from Contract Price for Exceeding AQL, Per Incident |
|--|--|---|---|---|
| Damp mop. Buff waxable floors, as needed | <u>Daily</u> - free of dirt, spots, marks, stains, spillages, streaks, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Spot clean carpeted floors | <u>Daily</u> - free of dirt, spots, stains, streaks, spillages, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Sweep and mop floors, as needed | <u>Daily</u> - free of dirt, marks, spillages, stains, build ups, film, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Shampoo carpeted floors | <u>Annual</u> - free of dirt, spots, stains, streaks, spillages, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$0.25 cents/Square Ft. |

PERFORMANCE REQUIREMENTS SUMMARY FOR SCOPE OF SERVICES

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A – N) and this PRS, Exhibits A – N shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A – N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service | Standard | Acceptable Quality Level (AQL) or Deviation From Standard Allowed | Method of Surveillance | Deduction from Contract Price for Exceeding AQL, Per Incident |
|--|---|---|---|---|
| Clean polish chairs and table legs | <u>Monthly</u> - free of dirt, film, streaks, spillages, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$100 |
| Mop/scrub waxable floor, apply floor finish/buff | <u>Quarterly</u> - free of dirt and wax build up, spillages, scuff marks, spots, stains, film, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$0.25 cents/Sq. Ft. |
| STAIRS | | | | |
| Spot clean walls | <u>Daily</u> - free of dust, cobwebs, spots, fingerprints, spillages, streaks, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |

PERFORMANCE REQUIREMENTS SUMMARY FOR SCOPE OF SERVICES

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A – N) and this PRS, Exhibits A – N shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A – N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service | Standard | Acceptable Quality Level (AQL) or Deviation From Standard Allowed | Method of Surveillance | Deduction from Contract Price for Exceeding AQL, Per Incident |
|-----------------------------------|---|---|---|---|
| Clean hand rails in corridors | <u>Daily</u> - free of dust, dirt, spots, spillages, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Sweep and spot steps and landings | <u>Daily</u> - free of dust, dirt, spots, spillages, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$50 |
| Clean risers | <u>Daily</u> - free of dust, spots, spillages, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Chemicals | <u>Daily</u> - properly labeled, secured, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |

PERFORMANCE REQUIREMENTS SUMMARY FOR SCOPE OF SERVICES

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A – N) and this PRS, Exhibits A – N shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A – N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service | Standard | Acceptable Quality Level (AQL) or Deviation From Standard Allowed | Method of Surveillance | Deduction from Contract Price for Exceeding AQL, Per Incident |
|------------------|----------|---|------------------------|---|
|------------------|----------|---|------------------------|---|

| EXTERIOR | | | | |
|--|---|---|---|-------|
| Sweep/clean steps, landings, porches, handrails, sidewalks | <u>Daily</u> - free of dust, debris, spots, spillages, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$100 |
| Dust/clean ledges and walls | <u>Daily</u> - free of dust, dirt, debris, spots, spillages, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$50 |
| Clean entrance and exit doors, door glass and frames as needed | <u>Daily</u> - free of dust, dirt, fingerprints, spots, streaks, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$50 |
| Clean sand jars | <u>Daily</u> - free if debris, tar, ashes, butts, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |

PERFORMANCE REQUIREMENTS SUMMARY FOR SCOPE OF SERVICES

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A – N) and this PRS, Exhibits A – N shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A – N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service | Standard | Acceptable Quality Level (AQL) or Deviation From Standard Allowed | Method of Surveillance | Deduction from Contract Price for Exceeding AQL, Per Incident |
|---|--|---|---|---|
| Empty and clean trash cans | <u>Daily</u> - free of odors, debris, dirt, spillages, stains, streaks, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$50 |
| ALL AREAS | | | | |
| Dust/clean door jambs and baseboards | <u>Weekly</u> - free of dust, spots, cobwebs, spillages, wax build up, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Dust/clean lower surfaces of chair rungs, desk sides and ledges | <u>Weekly</u> - free of dust, spots, cobwebs, spillages, wax build up, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |

PERFORMANCE REQUIREMENTS SUMMARY FOR SCOPE OF SERVICES

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A – N) and this PRS, Exhibits A – N shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A – N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service | Standard | Acceptable Quality Level (AQL) or Deviation From Standard Allowed | Method of Surveillance | Deduction from Contract Price for Exceeding AQL, Per Incident |
|---|--|---|---|---|
| Dust/clean cabinets and shelves | <u>Weekly</u> - free of dust, spillages, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Dust desks, chairs, files and ledges | <u>Weekly</u> - or as needed - free of dust, debris, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Dust/clean movable desk files | <u>Weekly</u> - free of dust, debris, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Clean door knobs, kickplates and threshold plates | <u>Weekly</u> - after cleaning: free of spots, dirt, spillages, wax build up, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |

PERFORMANCE REQUIREMENTS SUMMARY FOR SCOPE OF SERVICES

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A – N) and this PRS, Exhibits A – N shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A – N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service | Standard | Acceptable Quality Level (AQL) or Deviation From Standard Allowed | Method of Surveillance | Deduction from Contract Price for Exceeding AQL, Per Incident |
|--|--|---|---|---|
| Clean balconies and ledges | <u>Weekly</u> - after cleaning: free of dirt, debris, spillages, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Clean ceiling vents | <u>Monthly</u> - after cleaning: free of dust, film, stains, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |
| Vacuum upholstered furniture and draperies | <u>Monthly</u> - after cleaning: free of dust, lint, dirt, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$50 |
| Dust blinds | <u>Monthly</u> - after cleaning: free of dust, film, stains, spillages, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$50 |

PERFORMANCE REQUIREMENTS SUMMARY FOR SCOPE OF SERVICES

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A – N) and this PRS, Exhibits A – N shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A – N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service | Standard | Acceptable Quality Level (AQL) or Deviation From Standard Allowed | Method of Surveillance | Deduction from Contract Price for Exceeding AQL, Per Incident |
|-------------------------------|--|---|---|---|
| Dust high ledges and moldings | <u>Monthly</u> - after cleaning: free of dust, cobwebs, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$50 |
| Dust walls | <u>Monthly</u> - after cleaning: free of dust, cobwebs, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$50 |
| Wash marble walls | <u>Monthly</u> - after cleaning: free of spots, film, streaks, spillages, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$50 |
| Wash partition glass | <u>Monthly</u> - free of dust, spots, fingerprints, streaks, etc. | 20% - overall inspection rating must be 80 or above. All areas where discrepancies are noted, County will reinspect the discrepancies for compliance. | 100% inspection weekly & follow-up inspection of services found unsatisfactory (discrepancies). | \$20 |

PERFORMANCE REQUIREMENTS SUMMARY FOR SCOPE OF SERVICES

The items listed under this Performance Requirements Summary (PRS) are not all encompassing, and any conflict or discrepancy between the requirements specified in Exhibits A through N, inclusive, of this Contract (Exhibits A – N) and this PRS, Exhibits A – N shall control. The County reserves the right to modify this PRS at any time consistent with the requirements set forth in Exhibits A – N, to clarify Performance Requirements, or to monitor of any part of this Contract.

| Required Service | Standard | Acceptable Quality Level (AQL) or Deviation From Standard Allowed | Method of Surveillance | Deduction from Contract Price for Exceeding AQL, Per Incident |
|------------------|----------|---|------------------------|---|
|------------------|----------|---|------------------------|---|

| FLOOR MAINTENANCE | | | | |
|---------------------------------|---|----|-----------------|------------------------------------|
| Mopping, scrubbing or stripping | Per contract - floors should be free of dirt, debris, spillages, wax build up, marks, spots, stains, etc. | 0% | 100% inspection | 15% of total monthly contract cost |
| Carpet shampooing | Per contract - free of dirt, spots, stains, streaks, etc. | 0% | 100% inspection | \$50 |

| WINDOWS | | | | |
|--|---|----|-----------------|------|
| Glass | Per contract - free of dust, fingerprints, dirt, spots streaks, etc. | 5% | 100% inspection | \$50 |
| Window sills, frames, louvers and porcelain panels | Per contract - free of dust, dirt, spots, fingerprints, streaks, etc. | 5% | 100% inspection | \$50 |
| Screens | Per contract - free of dust, dirt, etc. | 5% | 100% inspection | \$50 |

**SAMPLE
COUNTY AIRPORTS JANITORIAL SERVICES
QUALITY CONTROL INSPECTION FORM**

| REQUIRED SERVICE | FREQUENCY (may be different depending on location) | QUALITY LEVEL | | REINSPECTION | | COMMENTS |
|--|---|---------------|------|--------------|------|----------|
| | | PASS | FAIL | PASS | FAIL | |
| Sweep/dust mop and wet mop all floors and steps. | Daily | | | | | |
| Vacuum carpeted areas, including any mats or area rugs, and spot clean as necessary. | Daily | | | | | |
| Dust/clean furniture, office desks, and equipment. | Daily | | | | | |
| Clean conference rooms. | Daily | | | | | |
| Clean entrance and exit doors, door glass and doorframes, entrance area windows, and spot clean partition glass. | Daily | | | | | |
| Spot clean walls and partitions. | Daily | | | | | |
| Empty and clean interior waste receptacles. | Daily | | | | | |
| Empty and clean exterior waste receptacles. | Daily | | | | | |
| Clean and wipe out all exterior ashtrays with a damp cloth. | Daily | | | | | |
| Clean drinking fountains, and clean and polish basins and sinks. | Daily | | | | | |
| Clean and mop showers. | Daily | | | | | |
| Empty and clean dispensers and containers. | Daily | | | | | |
| Stock paper supplies. | Daily | | | | | |
| Clean mirrors, fixtures, and chrome fittings. | Daily | | | | | |
| Clean handrails in corridors. | Daily | | | | | |
| Clean risers. | Daily | | | | | |
| Clean lunchroom counter tops, sinks, stove tops, and tables. | Daily | | | | | |

EXHIBIT G

| REQUIRED SERVICE | FREQUENCY | QUALITY LEVEL | | REINSPECTION | | COMMENTS |
|--|-----------|---------------|------|--------------|------|----------|
| | | PASS | FAIL | PASS | FAIL | |
| Clean sand jars. | Daily | | | | | |
| Sweep up and pick up loose trash from around buildings and yard. | Daily | | | | | |
| Sweep fuel island. | Daily | | | | | |
| Dust and clean doorknobs, doorjambes, kick plates, baseboards, and threshold plates. | Weekly | | | | | |
| Dust furniture in conference rooms. | Weekly | | | | | |
| Dust/clean lower surfaces of chair rungs, desk sides and ledges. | Weekly | | | | | |
| Dust/clean cabinets and shelves. | Weekly | | | | | |
| Dust desks, chairs, files, and ledges. | Weekly | | | | | |
| Dust/clean movable desk files. | Weekly | | | | | |
| Dust vending machines with a damp cloth. | Weekly | | | | | |
| Clean balconies and ledges. | Weekly | | | | | |
| Clean all ceiling vents. | Weekly | | | | | |
| Clean sidewalks. | Weekly | | | | | |
| Clean exterior window ledges. | Weekly | | | | | |
| Clean restroom walls and partitions. | Weekly | | | | | |
| Empty recycling containers and dump in designated container. | Weekly | | | | | |
| Remove handprints on walls in offices, around door facings, and on corridor walls. | Weekly | | | | | |
| Clean ceiling vents and air vents. | Monthly | | | | | |
| Vacuum upholstered furniture and draperies. | Monthly | | | | | |
| Dust blinds. | Monthly | | | | | |
| Clean/Dust high ledges and moldings. | Monthly | | | | | |
| Clean all restroom walls and partitions. | Monthly | | | | | |

EXHIBIT G

| REQUIRED SERVICE | FREQUENCY | QUALITY LEVEL | | REINSPECTION | | COMMENTS |
|--|------------|---------------|------|--------------|------|----------|
| | | PASS | FAIL | PASS | FAIL | |
| Dust walls. | Monthly | | | | | |
| Wash marble walls. | Monthly | | | | | |
| Clean office glass partitions and glass office doors. | Monthly | | | | | |
| Heavy mop all tile and concrete (hard-surfaced) floors. | Monthly | | | | | |
| Clean inside and outside of all refrigerators. | Monthly | | | | | |
| Clean inside and outside of all microwaves. | Monthly | | | | | |
| Scrub, dress, and buff all tile floors. | Quarterly | | | | | |
| High dust all office and corridor areas. | Quarterly | | | | | |
| Wash and clean interior side of windows. | Quarterly | | | | | |
| Clean and polish vending machines. | Quarterly | | | | | |
| Dry foam shampoo carpeted floors. | Semiannual | | | | | |
| Strip and wax all tile floors. | Semiannual | | | | | |
| Clean air defuser grills and ceiling area around defusers. | Semiannual | | | | | |
| Clean handprints from all office and corridor walls and columns. | Semiannual | | | | | |
| Clean all exterior window screens. | Semiannual | | | | | |
| Wash and clean interior and exterior of all exterior windows. | Semiannual | | | | | |
| Remove and clean venetian blinds. | Semiannual | | | | | |
| Clean light fixtures. | Annual | | | | | |
| Move furniture and dry foam shampoo all office carpets and other carpeted areas, as necessary. | Annual | | | | | |

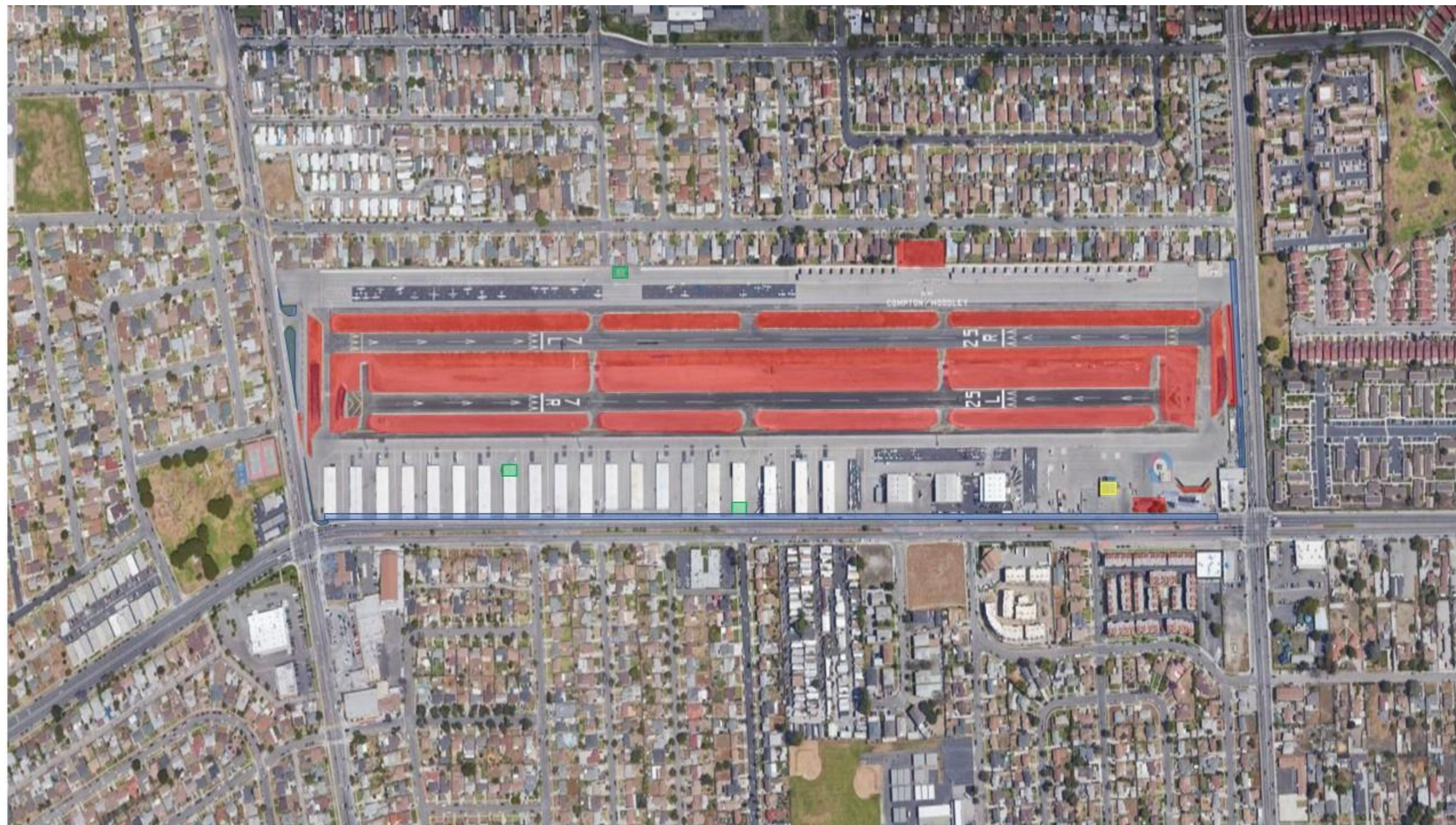
P:\brcdpub\Service Contracts\CONTRACT\Jessica\AVI - Janitorial Services\2024 - REBID\RFP - Rebid\01 RFP\13 Exhibit G Quality Control Inspection.doc

BRACKETT FIELD AIRPORT – 276 ACRES



| |
|-------------------------------------|
| County Work |
| Contractor Janitorial Airfield Work |
| Contractor Work |
| Contractor Janitorial Work |

COMPTON/WOODLEY AIRPORT - 77 ACRES



| |
|-------------------------------------|
| County Work |
| Contractor Janitorial Airfield Work |
| Contractor Work |
| Contractor Janitorial Work |

GENERAL WILLIAM J. FOX AIRFIELD – 1100 ACRES



| |
|-------------------------------------|
| County Work |
| Contractor Janitorial Airfield Work |
| Contractor Work |
| Contractor Janitorial Work |

SAN GABRIEL VALLEY AIRPORT – 103 ACRES



| |
|-------------------------------------|
| County Work |
| Contractor Janitorial Airfield Work |
| Contractor Work |
| Contractor Janitorial Work |

WHITEMAN AIRPORT – 185 ACRES



| |
|-------------------------------------|
| County Work |
| Contractor Janitorial Airfield Work |
| Contractor Work |
| Contractor Janitorial Work |

Scope of Services- Janitorial Services for Los Angeles County Airport Terminal Building Areas

Brackett Field Airport (POC)

| | | | | | | | | | |
|---|--------------|-------------------|--------|---------|-----------|---------------|----------|-----------|---------|
| Address: 1615 McKinley Avenue, La Verne, CA 91705-5846 | | Each Business Day | Weekly | Monthly | Quarterly | Semi-Annually | Annually | As-Needed | On-call |
| Public Works Division: Aviation Division | | | | | | | | | |
| Public Works Contract Manager: Jason Morgan | | | | | | | | | |
| Phone Number: 626-300-4608 | | | | | | | | | |
| Email: jmorgan@dpw.lacounty.gov | | | | | | | | | |
| Office Hours: 7 am - 5 pm | | | | | | | | | |
| Required Service Hours, Days, and Staffing | | | | | | | | | |
| Days of Service: Monday-Sunday | | | | | | | | | |
| Hour of Service from: 5 pm - 6 am | | | | | | | | | |
| Minimum Required Hours Per Day*: 2 hours/ day | | | | | | | | | |
| Minimum Required Number of Staff*: 2 staff/ day | | | | | | | | | |
| Description of Service Areas | Sq Ft | | | | | | | | |
| 2 Bathrooms (total): | 400 | | | | | | | | |
| 4 Offices (total): | 920 | | | | | | | | |
| Conference rooms, Terminal lobbies, and hallways: | 2,330 | | | | | | | | |
| Total Square Footage: | 3,650 | | | | | | | | |

| Terminal Building Internal Offices, Conference Rooms, Lounges, Hallways, and Lobby Areas | | | | | | | | |
|---|---|---|---|---|--|--|--|--|
| Floors | | | | | | | | |
| Sweep and mop noncarpeted floors. | X | | | | | | | |
| Scrub and buff all noncarpeted floors. | | | X | | | | | |
| Vacuum carpeted areas. | X | | | | | | | |
| Dry foam shampoo carpet in all assigned areas and any other areas required. Carpet is to be thoroughly vacuumed before shampooing. Furniture to be moved as needed. | | | | X | | | | |
| All edges, corners, and underneath furniture are to be vacuumed, mopped, and cleaned thoroughly. | X | | | | | | | |
| Walls | | | | | | | | |
| Wipe clean all terminal building walls removing smudges, finger prints, and dirt. | | X | | | | | | |
| Clean all partitions. | X | | | | | | | |
| Dust all internal terminal building walls beginning from baseboards and ending at wall to ceiling edge. | | X | | | | | | |
| Ceilings | | | | | | | | |
| Clean all terminal building ceilings. | | | X | | | | | |
| Clean all terminal building ceiling vents, and all fixtures i.e. lights, fire alarms. | | | X | | | | | |
| Windows | | | | | | | | |
| Clean/wash all interior and exterior windows. | | | | X | | | | |
| Clean all interior and exterior window frames. | | | X | | | | | |
| Doors | | | | | | | | |
| Clean all doors. | | X | | | | | | |
| Clean all door frames. | | X | | | | | | |
| Clean all door knobs, kickplates, threshold plates, and hinges. | | X | | | | | | |
| Furniture | | | | | | | | |

| | | | | | | | | |
|--|---|---|--|--|--|--|--|--|
| Clean all furniture, fixtures, equipment. | | X | | | | | | |
| Clean all chairs, cabinets, shelves, partition ledges. | | X | | | | | | |
| Clean all office desks and equipment. | | X | | | | | | |
| Clean all tops, sides and lower surfaces of furniture, including hardware. | | X | | | | | | |
| Clean all furniture. | | X | | | | | | |
| Remove/ Clean any stains, smudges, dirt of terminal furniture. | | X | | | | | | |
| Trash Receptacles | | | | | | | | |
| Empty waste containers. | X | | | | | | | |
| Empty recycling containers and dump in designated containers. | X | | | | | | | |
| Clean waste and recycling containers. | | X | | | | | | |
| Terminal Building Restroom | | | | | | | | |
| Floors | | | | | | | | |
| Wet mop floors with disinfectant detergent. | X | | | | | | | |
| Clean basin and floor drains. | | X | | | | | | |
| Walls | | | | | | | | |
| Wash walls, partitions and doors with disinfectant detergent. | | X | | | | | | |
| Clean wall area behind basins and toilet bowls. | X | | | | | | | |
| Sinks, Toilets, Urinals, and Fixtures | | | | | | | | |
| Clean all fixtures. | X | | | | | | | |
| Disinfect sinks, toilets, toilet seats and urinals. | X | | | | | | | |
| Remove mineral deposits around faucets. | | X | | | | | | |
| Remove stains in toilet bowls and urinals. | | X | | | | | | |
| Polish all chrome fixtures. | | X | | | | | | |
| Clean drinking fountains and sinks. Also, remove hand prints around fountains. | X | | | | | | | |
| Clean toilet bases. | | X | | | | | | |
| Doors, and Stalls | | | | | | | | |
| Wash kick plates and push plates on doors. | | X | | | | | | |
| Clean restroom stall partitions, and doors with disinfectant detergent. | X | | | | | | | |

| | | | | | | | | |
|---|---|---|---|--|--|--|---|---|
| Wash partition stalls with disinfectant detergent. | X | | | | | | | |
| Clean partitions between toilets, and urinials. | | X | | | | | | |
| Clean all doors including restroom entry doors and stall doors. | X | | | | | | | |
| Restock Restroom and Shower Room Supplies | | | | | | | | |
| Soap. | X | | | | | | X | |
| Hand Sanitizer. | X | | | | | | X | |
| Paper towels. | X | | | | | | X | |
| Paper towel dispenser and dispenser batteries. | X | | | | | | X | |
| Toilet paper. | X | | | | | | X | |
| Toilet seat covers. | X | | | | | | X | |
| Employee Break Rooms/ Staff Areas | | | | | | | | |
| Empty and clean trash cans. | X | | | | | | X | |
| Clean and disinfect table tops and serving areas. | X | | | | | | | |
| Dust and clean chairs. | | X | | | | | | |
| Sweep and mop noncarpeted floors. | | X | | | | | X | |
| Vacuum carpeted areas. | | X | | | | | X | |
| Clean walls, doors, door frames and fixtures. | | | X | | | | X | |
| Clean inside and outside of all refrigerators. | | | X | | | | X | |
| Clean inside and outside of all microwaves. | | | X | | | | X | |
| Interior/Exterior Stairs, Stairwells, and Ramps | | | | | | | | |
| Sweep stairs and ramp areas. | | X | | | | | | X |
| Clean and disinfect handrails. | | X | | | | | | X |
| Vacuum/ dust stairs. | | X | | | | | | X |
| Clean walls and surrounding barriers. | | | X | | | | | X |
| Sweep and wet mop all steps. | | X | | | | | | X |
| Custodial Closets/Storage Areas | | | | | | | | |
| Clean floors and disinfect with germicidal solution. | | | X | | | | | X |
| Clean walls. | | | X | | | | | X |

| | | | | | | | | |
|---|---|---|---|---|---|--|---|---|
| Clean floor drains. | | | X | | | | | X |
| Restock janitorial supplies. | | X | | | | | | X |
| Clean and disinfect areas with germicidal solution. | | X | | | | | | X |
| Exterior Areas | | | | | | | | |
| Clean steps, pedestrian walkways and sidewalks immediately adjacent to Airport Terminal Building. | X | | | | | | | |
| Remove graffiti on Terminal Building. | | | | | | | X | X |
| Clean/ wash all exterior walls. | | | | | X | | | |
| Clean air vent grills and fixtures around walls and ceiling areas. | | | | X | | | | |
| Clean sidewalks, remove gum and stains from sidewalks around outside of building. | | | X | | | | X | X |
| Empty exterior trash cans at designated locations and dump the collected trash in the designated container. | X | | | | | | X | |
| Pick up loose trash from around buildings and landscapes areas. | X | | | | | | X | |

| Scope of Services- Janitorial Services for Los Angeles County Brackett Field Airport (POC) | | | | | | | | | |
|---|--------------|---------------------------------|---------------|----------------|------------------|----------------------|-----------------|------------------|----------------|
| Address: 1615 McKinley Avenue, La Verne, CA 91705-5846 | | Every Tuesday and Friday | Weekly | Monthly | Quarterly | Semi-Annually | Annually | As-Needed | On-call |
| Public Works Division: Aviation Division | | | | | | | | | |
| Public Works Contract Manager: Jason Morgan | | | | | | | | | |
| Phone Number: 626-300-4608 | | | | | | | | | |
| Email: jmorgan@dpw.lacounty.gov | | | | | | | | | |
| Office Hours: 7 am - 5 pm | | | | | | | | | |
| Required Service Hours, Days, and Staffing | | | | | | | | | |
| Days of Service: Tuesdays and Fridays | | | | | | | | | |
| Hour of Service from: 5 pm - 6 am | | | | | | | | | |
| Minimum Required Hours Per Day*: 1 hours / day | | | | | | | | | |
| Minimum Required Number of Staff*: 1 staff / day | | | | | | | | | |
| Description of Service Areas | Sq Ft | | | | | | | | |
| 6 Bathrooms (total): | 400 | | | | | | | | |
| Total Square Footage: | 400 | | | | | | | | |
| Terminal Building and Airfield Restrooms | | | | | | | | | |
| Floors | | | | | | | | | |
| Wet mop floors with disinfectant detergent. | | X | | | | | | | |
| Clean basin and floor drains. | | | X | | | | | | |
| Walls | | | | | | | | | |
| Wash walls, partitions and doors with disinfectant detergent. | | | X | | | | | | |
| Clean wall area behind basins and toilet bowls. | | X | | | | | | | |
| Sinks, Toilets, Urinals, and Fixtures | | | | | | | | | |
| Clean all fixtures. | | X | | | | | | | |
| Disinfect sinks, toilets, toilet seats and urinals. | | X | | | | | | | |
| Remove mineral deposits around faucets. | | | X | | | | | | |
| Remove stains in toilet bowls and urinals. | | | X | | | | | | |
| Polish all chrome fixtures. | | | X | | | | | | |
| Clean toilet bases. | | | X | | | | | | |
| Doors, and Stalls | | | | | | | | | |
| Wash kick plates and push plates on doors. | | | X | | | | | | |
| Clean restroom stall partitions, and doors with disinfectant detergent. | | X | | | | | | | |
| Wash partition stalls with disinfectant detergent. | | X | | | | | | | |

| | | | | | | | | |
|---|---|---|--|--|--|--|---|--|
| Clean partitions between toilets, and urinials. | | X | | | | | | |
| Clean all doors including restroom entry doors and stall doors. | X | | | | | | | |
| Doors, and Stalls | | | | | | | | |
| Wash kick plates and push plates on doors. | | X | | | | | | |
| Clean restroom stall partitions, and doors with disinfectant detergent. | X | | | | | | | |
| Wash partition stalls with disinfectant detergent. | X | | | | | | | |
| Clean partitions between toilets, and urinials. | | X | | | | | | |
| Clean all doors including restroom entry doors and stall doors. | X | | | | | | | |
| Restock Restroom and Shower Room Supplies | | | | | | | | |
| Soap. | X | | | | | | X | |
| Hand Sanitizer. | X | | | | | | X | |
| Paper towels. | X | | | | | | X | |
| Paper towel dispenser and dispenser batteries. | X | | | | | | X | |
| Toilet paper. | X | | | | | | X | |
| Toilet seat covers. | X | | | | | | X | |

Scope of Services- Janitorial Services for Los Angeles County Airport Terminal Building Areas

Compton/Woodley Airport (CPM)

| | | | | | | | | | |
|---|--------------|--------------------------|---------------|----------------|------------------|----------------------|-----------------|------------------|----------------|
| Address: 901 West Alondra Boulevard Compton, CA 90220-3528 | | Each Business Day | Weekly | Monthly | Quarterly | Semi-Annually | Annually | As-Needed | On-call |
| Public Works Division: Aviation Division | | | | | | | | | |
| Public Works Contract Manager: Jason Morgan | | | | | | | | | |
| Phone Number: 626-300-4608 | | | | | | | | | |
| Email: jmorgan@dpw.lacounty.gov | | | | | | | | | |
| Office Hours: 7 am - 5 pm | | | | | | | | | |
| Required Service Hours, Days, and Staffing | | | | | | | | | |
| Days of Service: Monday-Sunday | | | | | | | | | |
| Hour of Service from: 5 pm - 6 am | | | | | | | | | |
| Minimum Required Hours Per Day*: 1 hours/ day | | | | | | | | | |
| Minimum Required Number of Staff*: 1 staff/ day | | | | | | | | | |
| Description of Service Areas | | | | | | | | | |
| 2 Bathrooms (total): | 210 | | | | | | | | |
| 6 Offices (total): | 1,020 | | | | | | | | |
| Conference rooms, Terminal lobbies, and hallways: | 870 | | | | | | | | |
| Total Square Footage: | 2,100 | | | | | | | | |
| Terminal Building Internal Offices, Conference Rooms, Lounges, Hallways, and Lobby Areas | | | | | | | | | |
| Floors | | | | | | | | | |
| Sweep and mop noncarpeted floors. | | X | | | | | | | |
| Scrub and buff all noncarpeted floors. | | | | X | | | | | |
| Vacuum carpeted areas. | | X | | | | | | | |

| | | | | | | | | | |
|---|---|---|---|---|--|--|--|--|--|
| Dry foam shampoo carpet in all assigned areas and any other areas required. Carpet is to be thoroughly vacuumed before shampooing. Furniture to be moved as needed. | | | | X | | | | | |
| All edges, corners, and underneath furniture are to be vacuumed, mopped, and cleaned thoroughly. | X | | | | | | | | |
| Walls | | | | | | | | | |
| Wipe clean all terminal building walls removing smudges, finger prints, and dirt. | | X | | | | | | | |
| Clean all partitions. | X | | | | | | | | |
| Dust all internal terminal building walls beginning from baseboards and ending at wall to ceiling edge. | | X | | | | | | | |
| Ceilings | | | | | | | | | |
| Clean all terminal building ceilings. | | | X | | | | | | |
| Clean all terminal building ceiling vents, and all fixtures i.e. lights, fire alarms. | | | X | | | | | | |
| Windows | | | | | | | | | |
| Clean/wash all interior and exterior windows. | | | | X | | | | | |
| Clean all interior and exterior window frames. | | | X | | | | | | |
| Doors | | | | | | | | | |
| Clean all doors. | | X | | | | | | | |
| Clean all door frames. | | X | | | | | | | |
| Clean all door knobs, kickplates, threshold plates, and hinges. | | X | | | | | | | |
| Furniture | | | | | | | | | |
| Clean all furniture, fixtures, equipment. | | X | | | | | | | |
| Clean all chairs, cabinets, shelves, partition ledges. | | X | | | | | | | |
| Clean all office desks and equipment. | | X | | | | | | | |
| Clean all tops, sides and lower surfaces of furniture, including hardware. | | X | | | | | | | |
| Clean all furniture. | | X | | | | | | | |
| Remove/ Clean any stains, smudges, dirt of terminal furniture. | | X | | | | | | | |

| Trash Receptacles | | | | | | | | | |
|--|---|---|--|--|--|--|--|---|--|
| Empty waste containers. | X | | | | | | | | |
| Empty recycling containers and dump in designated containers. | X | | | | | | | | |
| Clean waste and recycling containers. | | X | | | | | | | |
| Terminal Building Restrooms | | | | | | | | | |
| Floors | | | | | | | | | |
| Wet mop floors with disinfectant detergent. | X | | | | | | | | |
| Clean basin and floor drains. | | X | | | | | | | |
| Walls | | | | | | | | | |
| Wash walls, partitions and doors with disinfectant detergent. | | X | | | | | | | |
| Clean wall area behind basins and toilet bowls. | X | | | | | | | | |
| Sinks, Toilets, Urinals, and Fixtures | | | | | | | | | |
| Clean all fixtures. | X | | | | | | | | |
| Disinfect sinks, toilets, toilet seats and urinals. | X | | | | | | | | |
| Remove mineral deposits around faucets. | | X | | | | | | | |
| Remove stains in toilet bowls and urinals. | | X | | | | | | | |
| Polish all chrome fixtures. | | X | | | | | | | |
| Clean drinking fountains and sinks. Also, remove hand prints around fountains. | X | | | | | | | | |
| Clean toilet bases. | | X | | | | | | | |
| Doors, and Stalls | | | | | | | | | |
| Wash kick plates and push plates on doors. | | X | | | | | | | |
| Clean restroom stall partitions, and doors with disinfectant detergent. | X | | | | | | | | |
| Wash partition stalls with disinfectant detergent. | X | | | | | | | | |
| Clean partitions between toilets, and urinals. | | X | | | | | | | |
| Clean all doors including restroom entry doors and stall doors. | X | | | | | | | | |
| Restock Restroom and Shower Room Supplies | | | | | | | | | |
| Soap. | X | | | | | | | X | |

| | | | | | | | | |
|--|---|---|---|--|--|--|---|---|
| Hand Sanitizer. | X | | | | | | X | |
| Paper towels. | X | | | | | | X | |
| Paper towel dispenser and dispenser batteries. | X | | | | | | X | |
| Toilet paper. | X | | | | | | X | |
| Toilet seat covers. | X | | | | | | X | |
| Employee Break Rooms/ Staff Areas | | | | | | | | |
| Empty and clean trash cans. | X | | | | | | X | |
| Clean and disinfect table tops and serving areas. | X | | | | | | | |
| Dust and clean chairs. | | X | | | | | | |
| Sweep and mop noncarpeted floors. | | X | | | | | X | |
| Vacuum carpeted areas. | | X | | | | | X | |
| Clean walls, doors, door frames and fixtures. | | | X | | | | X | |
| Clean inside and outside of all refrigerators. | | | X | | | | X | |
| Clean inside and outside of all microwaves. | | | X | | | | X | |
| Interior/Exterior Stairs, Stairwells, and Ramps | | | | | | | | |
| Sweep stairs and ramp areas. | | X | | | | | | X |
| Clean and disinfect handrails. | | X | | | | | | X |
| Vacuum/ dust stairs. | | X | | | | | | X |
| Clean walls and surrounding barriers. | | | X | | | | | X |
| Sweep and wet mop all steps. | | X | | | | | | X |
| Custodial Closets/Storage Areas | | | | | | | | |
| Clean floors and disinfect with germicidal solution. | | | X | | | | | X |
| Clean walls. | | | X | | | | | X |
| Clean floor drains. | | | X | | | | | X |
| Restock janitorial supplies. | | X | | | | | | X |
| Clean and disinfect areas with germicidal solution. | | X | | | | | | X |
| Exterior Areas | | | | | | | | |

| | | | | | | | | |
|---|---|--|---|---|---|--|---|---|
| Clean steps, pedestrian walkways and sidewalks immediately adjacent to Airport Terminal Building. | X | | | | | | | |
| Remove graffiti on Terminal Building. | | | | | | | X | X |
| Clean/ wash all exterior walls. | | | | | X | | | |
| Clean air vent grills and fixtures around walls and ceiling areas. | | | | X | | | | |
| Clean sidewalks, remove gum and stains from sidewalks around outside of building. | | | X | | | | X | X |
| Empty exterior trash cans at designated locations and dump the collected trash in the designated container. | X | | | | | | X | |
| Pick up loose trash from around buildings and landscapes areas. | X | | | | | | X | |

| Compton/Woodley Airport (CPM) | | | | | | | | | |
|---|--|----------------------|--------|---------|-----------|---------------|----------|-----------|---------|
| Address: 901 West Alondra Boulevard Compton, CA 90220-3528 | | Tuesdays and Fridays | Weekly | Monthly | Quarterly | Semi-Annually | Annually | As-Needed | On-call |
| Public Works Division: Aviation Division | | | | | | | | | |
| Public Works Contract Manager: Jason Morgan | | | | | | | | | |
| Phone Number: 626-300-4608 | | | | | | | | | |
| Email: jmorgan@dpw.lacounty.gov | | | | | | | | | |
| Office Hours: 7 am - 5 pm | | | | | | | | | |
| Required Service Hours, Days, and Staffing | | | | | | | | | |
| Days of Service: Tuesday and Friday | | | | | | | | | |
| Hour of Service from: 5 pm - 6 am | | | | | | | | | |
| Minimum Required Hours Per Day*: 1 hours/ day | | | | | | | | | |
| Minimum Required Number of Staff*: 1 staff/ day | | | | | | | | | |
| Description of Service Areas | | | | | | | | | |
| 6 Bathrooms (total): | | | | | | | | | |
| Total Square Footage: | | | | | | | | | |

Airfield Restrooms

| Floors | | | | | | | | | |
|---|---|---|--|--|--|--|--|--|--|
| Wet mop floors with disinfectant detergent. | X | | | | | | | | |
| Clean basin and floor drains. | | X | | | | | | | |
| Walls | | | | | | | | | |
| Wash walls, partitions and doors with disinfectant detergent. | | X | | | | | | | |
| Clean wall area behind basins and toilet bowls. | X | | | | | | | | |
| Sinks, Toilets, Urinals, and Fixtures | | | | | | | | | |
| Clean all fixtures. | X | | | | | | | | |
| Disinfect sinks, toilets, toilet seats and urinals. | X | | | | | | | | |
| Remove mineral deposits around faucets. | | X | | | | | | | |
| Remove stains in toilet bowls and urinals. | | X | | | | | | | |
| Polish all chrome fixtures. | | X | | | | | | | |
| Clean toilet bases. | | X | | | | | | | |
| Doors, and Stalls | | | | | | | | | |
| Wash kick plates and push plates on doors. | | X | | | | | | | |

| | | | | | | | | |
|---|---|---|--|--|--|--|---|--|
| Clean restroom stall partitions, and doors with disinfectant detergent. | X | | | | | | | |
| Wash partition stalls with disinfectant detergent. | X | | | | | | | |
| Clean partitions between toilets, and urinials. | | X | | | | | | |
| Clean all doors including restroom entry doors and stall doors. | X | | | | | | | |
| Trash Receptacles | | | | | | | | |
| Empty waste containers. | X | | | | | | | |
| Empty recycling containers and dump in designated containers. | X | | | | | | | |
| Clean waste and recycling containers. | | X | | | | | | |
| Restock Restroom and Shower Room Supplies | | | | | | | | |
| Soap. | X | | | | | | X | |
| Hand Sanitizer. | X | | | | | | X | |
| Paper towels. | X | | | | | | X | |
| Paper towel dispenser and dispenser batteries. | X | | | | | | X | |
| Toilet paper. | X | | | | | | X | |
| Toilet seat covers. | X | | | | | | X | |

Scope of Services- Janitorial Services for Los Angeles County Airport Terminal Building Areas

General William J. Fox Airfield (WJF)

| | | | | | | | | | |
|---|--------------|--------------------------|---------------|----------------|------------------|----------------------|-----------------|------------------|----------------|
| Address: 4725 William J Barnes Avenue, Lancaster, CA 93536-8401 | | Each Business Day | Weekly | Monthly | Quarterly | Semi-Annually | Annually | As-Needed | On-call |
| Public Works Division: Aviation Division | | | | | | | | | |
| Public Works Contract Manager: Jason Morgan | | | | | | | | | |
| Phone Number: 626-300-4608 | | | | | | | | | |
| Email: jmorgan@dpw.lacounty.gov | | | | | | | | | |
| Office Hours: 7 am - 5 pm | | | | | | | | | |
| Required Service Hours, Days, and Staffing | | | | | | | | | |
| Days of Service: Monday-Sunday | | | | | | | | | |
| Hour of Service from: 5 pm - 6 am | | | | | | | | | |
| Minimum Required Hours Per Day*: 2 hours/ day | | | | | | | | | |
| Minimum Required Number of Staff*: 2 staff/ day | | | | | | | | | |
| Description of Service Areas | Sq Ft | | | | | | | | |
| 2 Bathrooms (total): | 275 | | | | | | | | |
| 4 Offices (total): | 850 | | | | | | | | |
| Conference rooms, Terminal lobbies, and hallways: | 2875 | | | | | | | | |
| Total Square Footage: | 4,000 | | | | | | | | |
| Terminal Building Internal Offices, Conference Rooms, Lounges, Hallways, and Lobby Areas | | | | | | | | | |
| Floors | | | | | | | | | |
| Sweep and mop noncarpeted floors. | X | | | | | | | | |
| Scrub and buff all noncarpeted floors. | | X | | | | | | | |
| Vacuum carpeted areas. | X | | | | | | | | |

| | | | | | | | | | |
|---|---|---|---|---|--|--|--|--|--|
| Dry foam shampoo carpet in all assigned areas and any other areas required. Carpet is to be thoroughly vacuumed before shampooing. Furniture to be moved as needed. | | | | X | | | | | |
| All edges, corners, and underneath furniture are to be vacuumed, mopped, and cleaned thoroughly. | X | | | | | | | | |
| Walls | | | | | | | | | |
| Wipe clean all terminal building walls removing smudges, finger prints, and dirt. | | X | | | | | | | |
| Clean all partitions. | X | | | | | | | | |
| Dust all internal terminal building walls beginning from baseboards and ending at wall to ceiling edge. | | X | | | | | | | |
| Ceilings | | | | | | | | | |
| Clean all terminal building ceilings. | | | X | | | | | | |
| Clean all terminal building ceiling vents, and all fixtures i.e. lights, fire alarms. | | | X | | | | | | |
| Windows | | | | | | | | | |
| Clean/wash all interior and exterior windows. | | | | X | | | | | |
| Clean all interior and exterior window frames. | | | X | | | | | | |
| Doors | | | | | | | | | |
| Clean all doors. | | X | | | | | | | |
| Clean all door frames. | | X | | | | | | | |
| Clean all door knobs, kickplates, threshold plates, and hinges. | | X | | | | | | | |
| Furniture | | | | | | | | | |
| Clean all furniture, fixtures, equipment. | | X | | | | | | | |
| Clean all chairs, cabinets, shelves, partition ledges. | | X | | | | | | | |
| Clean all office desks and equipment. | | X | | | | | | | |
| Clean all tops, sides and lower surfaces of furniture, including hardware. | | X | | | | | | | |
| Clean all furniture. | | X | | | | | | | |
| Remove/ Clean any stains, smudges, dirt of terminal furniture. | | X | | | | | | | |

| Trash Receptacles | | | | | | | | | |
|--|---|---|--|--|--|--|--|---|--|
| Empty waste containers. | X | | | | | | | | |
| Empty recycling containers and dump in designated containers. | X | | | | | | | | |
| Clean waste and recycling containers. | | X | | | | | | | |
| Terminal Building Restrooms | | | | | | | | | |
| Floors | | | | | | | | | |
| Wet mop floors with disinfectant detergent. | X | | | | | | | | |
| Clean basin and floor drains. | | X | | | | | | | |
| Walls | | | | | | | | | |
| Wash walls, partitions and doors with disinfectant detergent. | | X | | | | | | | |
| Clean wall area behind basins and toilet bowls. | X | | | | | | | | |
| Sinks, Toilets, Urinals, and Fixtures | | | | | | | | | |
| Clean all fixtures. | X | | | | | | | | |
| Disinfect sinks, toilets, toilet seats and urinals. | X | | | | | | | | |
| Remove mineral deposits around faucets. | | X | | | | | | | |
| Remove stains in toilet bowls and urinals. | | X | | | | | | | |
| Polish all chrome fixtures. | | X | | | | | | | |
| Clean drinking fountains and sinks. Also, remove hand prints around fountains. | X | | | | | | | | |
| Clean toilet bases. | | X | | | | | | | |
| Doors, and Stalls | | | | | | | | | |
| Wash kick plates and push plates on doors. | | X | | | | | | | |
| Clean restroom stall partitions, and doors with disinfectant detergent. | X | | | | | | | | |
| Wash partition stalls with disinfectant detergent. | X | | | | | | | | |
| Clean partitions between toilets, and urinals. | | X | | | | | | | |
| Clean all doors including restroom entry doors and stall doors. | X | | | | | | | | |
| Restock Restroom and Shower Room Supplies | | | | | | | | | |
| Soap. | X | | | | | | | X | |

| | | | | | | | | |
|--|---|---|---|--|--|--|--|---|
| Hand Sanitizer. | X | | | | | | | X |
| Paper towels. | X | | | | | | | X |
| Paper towel dispenser and dispenser batteries. | X | | | | | | | X |
| Toilet paper. | X | | | | | | | X |
| Toilet seat covers. | X | | | | | | | X |
| Employee Break Rooms/ Staff Areas | | | | | | | | |
| Empty and clean trash cans. | X | | | | | | | X |
| Clean and disinfect table tops and serving areas. | X | | | | | | | |
| Dust and clean chairs. | | X | | | | | | |
| Sweep and mop noncarpeted floors. | | X | | | | | | X |
| Vacuum carpeted areas. | | X | | | | | | X |
| Clean walls, doors, door frames and fixtures. | | | X | | | | | X |
| Clean inside and outside of all refrigerators. | | | X | | | | | X |
| Clean inside and outside of all microwaves. | | | X | | | | | X |
| Interior/Exterior Stairs, Stairwells, and Ramps | | | | | | | | |
| Sweep stairs and ramp areas. | | X | | | | | | X |
| Clean and disinfect handrails. | | X | | | | | | X |
| Vacuum/ dust stairs. | | X | | | | | | X |
| Clean walls and surrounding barriers. | | | X | | | | | X |
| Sweep and wet mop all steps. | | X | | | | | | X |
| Custodial Closets/Storage Areas | | | | | | | | |
| Clean floors and disinfect with germicidal solution. | | | X | | | | | X |
| Clean walls. | | | X | | | | | X |
| Clean floor drains. | | | X | | | | | X |
| Restock janitorial supplies. | | X | | | | | | X |
| Clean and disinfect areas with germicidal solution. | | X | | | | | | X |
| Exterior Areas | | | | | | | | |

| | | | | | | | | |
|---|---|--|---|---|---|--|---|---|
| Clean steps, pedestrian walkways and sidewalks immediately adjacent to Airport Terminal Building. | X | | | | | | | |
| Remove graffiti on Terminal Building. | | | | | | | X | X |
| Clean/ wash all exterior walls. | | | | | X | | | |
| Clean air vent grills and fixtures around walls and ceiling areas. | | | | X | | | | |
| Clean sidewalks, remove gum and stains from sidewalks around outside of building. | | | X | | | | X | X |
| Empty exterior trash cans at designated locations and dump the collected trash in the designated container. | X | | | | | | X | |
| Pick up loose trash from around buildings and landscapes areas. | X | | | | | | X | |

| General William J. Fox Airfield (WJF) | | Tuesdays and Fridays | Weekly | Monthly | Quarterly | Semi-Annually | Annually | As-Needed | On-call |
|--|------------|----------------------|--------|---------|-----------|---------------|----------|-----------|---------|
| Address: 4725 William J Barnes Avenue, Lancaster, CA 93536-8401 | | | | | | | | | |
| Public Works Division: Aviation Division | | | | | | | | | |
| Public Works Contract Manager: Jason Morgan | | | | | | | | | |
| Phone Number: 626-300-4608 | | | | | | | | | |
| Email: jmorgan@dpw.lacounty.gov | | | | | | | | | |
| Office Hours: 7 am - 5 pm | | | | | | | | | |
| Required Service Hours, Days, and Staffing | | | | | | | | | |
| Days of Service: Tuesday and Friday | | | | | | | | | |
| Hour of Service from: 5 pm - 6 am | | | | | | | | | |
| Minimum Required Hours Per Day*: 1 hours/ day | | | | | | | | | |
| Minimum Required Number of Staff*: 1 staff/ day | | | | | | | | | |
| Description of Service Areas | Sq Ft | | | | | | | | |
| 4 Bathrooms (total): | 510 | | | | | | | | |
| Total Square Footage: | 510 | | | | | | | | |
| Airfield Restrooms | | | | | | | | | |
| Floors | | | | | | | | | |
| Wet mop floors with disinfectant detergent. | | X | | | | | | | |
| Clean basin and floor drains. | | | X | | | | | | |
| Walls | | | | | | | | | |
| Wash walls, partitions and doors with disinfectant detergent. | | | X | | | | | | |
| Clean wall area behind basins and toilet bowls. | | X | | | | | | | |
| Sinks, Toilets, Urinals, and Fixtures | | | | | | | | | |
| Clean all fixtures. | | X | | | | | | | |
| Disinfect sinks, toilets, toilet seats and urinals. | | X | | | | | | | |
| Remove mineral deposits around faucets. | | | X | | | | | | |
| Remove stains in toilet bowls and urinals. | | | X | | | | | | |
| Polish all chrome fixtures. | | | X | | | | | | |
| Clean toilet bases. | | | X | | | | | | |
| Doors, and Stalls | | | | | | | | | |
| Wash kick plates and push plates on doors. | | | X | | | | | | |

| | | | | | | | | | |
|---|---|---|--|--|--|--|--|---|--|
| Clean restroom stall partitions, and doors with disinfectant detergent. | X | | | | | | | | |
| Wash partition stalls with disinfectant detergent. | X | | | | | | | | |
| Clean partitions between toilets, and urinials. | | X | | | | | | | |
| Clean all doors including restroom entry doors and stall doors. | X | | | | | | | | |
| Trash Receptacles | | | | | | | | | |
| Empty waste containers. | X | | | | | | | | |
| Empty recycling containers and dump in designated containers. | X | | | | | | | | |
| Clean waste and recycling containers. | | X | | | | | | | |
| Restock Restroom and Shower Room Supplies | | | | | | | | | |
| Soap. | X | | | | | | | X | |
| Hand Sanitizer. | X | | | | | | | X | |
| Paper towels. | X | | | | | | | X | |
| Paper towel dispenser and dispenser batteries. | X | | | | | | | X | |
| Toilet paper. | X | | | | | | | X | |
| Toilet seat covers. | X | | | | | | | X | |

Scope of Services- Janitorial Services for Los Angeles County Airport Terminal Building Areas

San Gabriel Valley Airport (EMT)

| | | | | | | | | | |
|---|--------------|--------------------------|---------------|----------------|------------------|----------------------|-----------------|------------------|----------------|
| Address: 4233 North Santa Anita Avenue, El Monte, CA 91731-1670 | | Each Business Day | Weekly | Monthly | Quarterly | Semi-Annually | Annually | As-Needed | On-call |
| Public Works Division: Aviation Division | | | | | | | | | |
| Public Works Contract Manager: Jason Morgan | | | | | | | | | |
| Phone Number: 626-300-4608 | | | | | | | | | |
| Email: jmorgan@dpw.lacounty.gov | | | | | | | | | |
| Office Hours: 7 am - 5 pm | | | | | | | | | |
| Required Service Hours, Days, and Staffing | | | | | | | | | |
| Days of Service: Monday-Sunday | | | | | | | | | |
| Hour of Service from: 5 pm - 6 am | | | | | | | | | |
| Minimum Required Hours Per Day*: 2 hours/ day | | | | | | | | | |
| Minimum Required Number of Staff*: 2 staff/ day | | | | | | | | | |
| Description of Service Areas | Sq Ft | | | | | | | | |
| 3 Bathrooms (total): | 490 | | | | | | | | |
| 2 Offices (total): | 1,200 | | | | | | | | |
| Conference rooms, Terminal lobbies, and hallways: | 2910 | | | | | | | | |
| Total Square Footage: | 4,600 | | | | | | | | |
| Terminal Building Internal Offices, Conference Rooms, Lounges, Hallways, and Lobby Areas | | | | | | | | | |
| Floors | | | | | | | | | |
| Sweep and mop noncarpeted floors. | | X | | | | | | | |
| Scrub and buff all noncarpeted floors. | | | | X | | | | | |
| Vacuum carpeted areas. | | X | | | | | | | |

| | | | | | | | | | |
|---|---|---|---|---|--|--|--|--|--|
| Dry foam shampoo carpet in all assigned areas and any other areas required. Carpet is to be thoroughly vacuumed before shampooing. Furniture to be moved as needed. | | | | X | | | | | |
| All edges, corners, and underneath furniture are to be vacuumed, mopped, and cleaned thoroughly. | X | | | | | | | | |
| Walls | | | | | | | | | |
| Wipe clean all terminal building walls removing smudges, finger prints, and dirt. | | X | | | | | | | |
| Clean all partitions. | X | | | | | | | | |
| Dust all internal terminal building walls beginning from baseboards and ending at wall to ceiling edge. | | X | | | | | | | |
| Ceilings | | | | | | | | | |
| Clean all terminal building ceilings. | | | X | | | | | | |
| Clean all terminal building ceiling vents, and all fixtures i.e. lights, fire alarms. | | | X | | | | | | |
| Windows | | | | | | | | | |
| Clean/wash all interior and exterior windows. | | | | X | | | | | |
| Clean all interior and exterior window frames. | | | X | | | | | | |
| Doors | | | | | | | | | |
| Clean all doors. | | X | | | | | | | |
| Clean all door frames. | | X | | | | | | | |
| Clean all door knobs, kickplates, threshold plates, and hinges. | | X | | | | | | | |
| Furniture | | | | | | | | | |
| Clean all furniture, fixtures, equipment. | | X | | | | | | | |
| Clean all chairs, cabinets, shelves, partition ledges. | | X | | | | | | | |
| Clean all office desks and equipment. | | X | | | | | | | |
| Clean all tops, sides and lower surfaces of furniture, including hardware. | | X | | | | | | | |
| Clean all furniture. | | X | | | | | | | |
| Remove/ Clean any stains, smudges, dirt of terminal furniture. | | X | | | | | | | |

| Trash Receptacles | | | | | | | | |
|--|---|---|--|--|--|--|--|--|
| Empty waste containers. | X | | | | | | | |
| Empty recycling containers and dump in designated containers. | X | | | | | | | |
| Clean waste and recycling containers. | | X | | | | | | |
| Terminal Building Restrooms | | | | | | | | |
| Floors | | | | | | | | |
| Wet mop floors with disinfectant detergent. | X | | | | | | | |
| Clean basin and floor drains. | | X | | | | | | |
| Walls | | | | | | | | |
| Wash walls, partitions and doors with disinfectant detergent. | | X | | | | | | |
| Clean wall area behind basins and toilet bowls. | X | | | | | | | |
| Sinks, Toilets, Urinals, and Fixtures | | | | | | | | |
| Clean all fixtures. | X | | | | | | | |
| Disinfect sinks, toilets, toilet seats and urinals. | X | | | | | | | |
| Remove mineral deposits around faucets. | | X | | | | | | |
| Remove stains in toilet bowls and urinals. | | X | | | | | | |
| Polish all chrome fixtures. | | X | | | | | | |
| Clean drinking fountains and sinks. Also, remove hand prints around fountains. | X | | | | | | | |
| Clean toilet bases. | | X | | | | | | |
| Doors, and Stalls | | | | | | | | |
| Wash kick plates and push plates on doors. | | X | | | | | | |
| Clean restroom stall partitions, and doors with disinfectant detergent. | X | | | | | | | |
| Wash partition stalls with disinfectant detergent. | X | | | | | | | |
| Clean partitions between toilets, and urinals. | | X | | | | | | |
| Clean all doors including restroom entry doors and stall doors. | X | | | | | | | |
| Shower Room | | | | | | | | |
| Clean and disinfect shower room floors. | | X | | | | | | |

| | | | | | | | | |
|--|---|---|---|---|--|--|---|---|
| Clean and disinfect shower room Walls. | | | X | | | | | |
| Disinfect shower room faucets and fixtures. | X | | | | | | | |
| Polish all chrome fixtures. | | | X | | | | | |
| Remove mineral deposits around shower head. | | | | X | | | | |
| Restock Restroom and Shower Room Supplies | | | | | | | | |
| Soap. | X | | | | | | X | |
| Hand Sanitizer. | X | | | | | | X | |
| Paper towels. | X | | | | | | X | |
| Paper towel dispenser and dispenser batteries. | X | | | | | | X | |
| Toilet paper. | X | | | | | | X | |
| Toilet seat covers. | X | | | | | | X | |
| Employee Break Rooms/ Staff Areas | | | | | | | | |
| Empty and clean trash cans. | X | | | | | | X | |
| Clean and disinfect table tops and serving areas. | X | | | | | | | |
| Dust and clean chairs. | | X | | | | | | |
| Sweep and mop noncarpeted floors. | | X | | | | | X | |
| Vacuum carpeted areas. | | X | | | | | X | |
| Clean walls, doors, door frames and fixtures. | | | X | | | | X | |
| Clean inside and outside of all refrigerators. | | | X | | | | X | |
| Clean inside and outside of all microwaves. | | | X | | | | X | |
| Interior/Exterior Stairs, Stairwells, and Ramps | | | | | | | | |
| Sweep stairs and ramp areas. | | X | | | | | | X |
| Clean and disinfect handrails. | | X | | | | | | X |
| Vacuum/ dust stairs. | | X | | | | | | X |
| Clean walls and surrounding barriers. | | | X | | | | | X |
| Sweep and wet mop all steps. | | X | | | | | | X |
| Custodial Closets/Storage Areas | | | | | | | | |
| Clean floors and disinfect with germicidal solution. | | | X | | | | | X |

| | | | | | | | | |
|---|---|---|---|---|---|--|---|---|
| Clean walls. | | | X | | | | | X |
| Clean floor drains. | | | X | | | | | X |
| Restock janitorial supplies. | | X | | | | | | X |
| Clean and disinfect areas with germicidal solution. | | X | | | | | | X |
| Exterior Areas | | | | | | | | |
| Clean steps, pedestrian walkways and sidewalks immediately adjacent to Airport Terminal Building. | X | | | | | | | |
| Remove graffiti on Terminal Building. | | | | | | | X | X |
| Clean/ wash all exterior walls. | | | | | X | | | |
| Clean air vent grills and fixtures around walls and ceiling areas. | | | | X | | | | |
| Clean sidewalks, remove gum and stains from sidewalks around outside of building. | | | X | | | | X | X |
| Empty exterior trash cans at designated locations and dump the collected trash in the designated container. | X | | | | | | X | |
| Pick up loose trash from around buildings and landscapes areas. | X | | | | | | X | |

| San Gabriel Valley Airport (EMT) | | Tuesday and Friday | Weekly | Monthly | Semi-Annually | Annually | As-Needed | On-call |
|--|-------|--------------------|--------|---------|---------------|----------|-----------|---------|
| Address: 4233 North Santa Anita Avenue, El Monte, CA 91731-1670 | | | | | | | | |
| Public Works Division: Aviation Division | | | | | | | | |
| Public Works Contract Manager: Jason Morgan | | | | | | | | |
| Phone Number: 626-300-4608 | | | | | | | | |
| Email: jmorgan@dpw.lacounty.gov | | | | | | | | |
| Office Hours: 7 am - 5 pm | | | | | | | | |
| Required Service Hours, Days, and Staffing | | | | | | | | |
| Days of Service: Tuesday and Friday | | | | | | | | |
| Hour of Service from: 5 pm - 6 am | | | | | | | | |
| Minimum Required Hours Per Day*: 1 hours/ day | | | | | | | | |
| Minimum Required Number of Staff*: 1 staff/ day | | | | | | | | |
| Description of Service Areas | Sq Ft | | | | | | | |
| 8 Bathrooms (total): 880 | | | | | | | | |
| Total Square Footage: 880 | | | | | | | | |
| Airfield Restrooms | | | | | | | | |
| Floors | | | | | | | | |
| Wet mop floors with disinfectant detergent. | | X | | | | | | |
| Clean basin and floor drains. | | | X | | | | | |
| Walls | | | | | | | | |
| Wash walls, partitions and doors with disinfectant detergent. | | | X | | | | | |
| Clean wall area behind basins and toilet bowls. | | X | | | | | | |
| Sinks, Toilets, Urinals, and Fixtures | | | | | | | | |
| Clean all fixtures. | | X | | | | | | |
| Disinfect sinks, toilets, toilet seats and urinals. | | X | | | | | | |
| Remove mineral deposits around faucets. | | | X | | | | | |
| Remove stains in toilet bowls and urinals. | | | X | | | | | |
| Polish all chrome fixtures. | | | X | | | | | |
| Clean toilet bases. | | | X | | | | | |
| Doors, and Stalls | | | | | | | | |
| Wash kick plates and push plates on doors. | | | X | | | | | |

| | | | | | | | | |
|---|---|---|---|---|--|--|---|--|
| Clean restroom stall partitions, and doors with disinfectant detergent. | X | | | | | | | |
| Wash partition stalls with disinfectant detergent. | X | | | | | | | |
| Clean partitions between toilets, and urinals. | | X | | | | | | |
| Clean all doors including restroom entry doors and stall doors. | X | | | | | | | |
| Shower Room | | | | | | | | |
| Clean and disinfect shower room floors. | | X | | | | | | |
| Clean and disinfect shower room Walls. | | | X | | | | | |
| Disinfect shower room faucets and fixtures. | X | | | | | | | |
| Polish all chrome fixtures. | | | X | | | | | |
| Remove mineral deposits around shower head. | | | | X | | | | |
| Restock Restroom and Shower Room Supplies | | | | | | | | |
| Soap. | X | | | | | | X | |
| Hand Sanitizer. | X | | | | | | X | |
| Paper towels. | X | | | | | | X | |
| Paper towel dispenser and dispenser batteries. | X | | | | | | X | |
| Toilet paper. | X | | | | | | X | |
| Toilet seat covers. | X | | | | | | X | |
| Trash Receptacles | | | | | | | | |
| Empty waste containers. | X | | | | | | | |
| Empty recycling containers and dump in designated containers. | X | | | | | | | |
| Clean waste and recycling containers. | | X | | | | | | |

Scope of Services- Janitorial Services for Los Angeles County

Whiteman Airport (WHP)

| | | | | | | | | | |
|---|--------------|--------------------------|---------------|----------------|------------------|----------------------|-----------------|------------------|----------------|
| Address: 10000 Airpark Way 2nd Floor, Pacoima, CA 91331-2104 | | Each Business Day | Weekly | Monthly | Quarterly | Semi-Annually | Annually | As-Needed | On-call |
| Public Works Division: Aviation Division | | | | | | | | | |
| Public Works Contract Manager: Jason Morgan | | | | | | | | | |
| Phone Number: 626-300-4608 | | | | | | | | | |
| Email: jmorgan@dpw.lacounty.gov | | | | | | | | | |
| Office Hours: 7 am - 5 pm | | | | | | | | | |
| Required Service Hours, Days, and Staffing | | | | | | | | | |
| Days of Service: Monday-Sunday | | | | | | | | | |
| Hour of Service from: 5 pm - 6 am | | | | | | | | | |
| Minimum Required Hours Per Day*: 2 hours/ day | | | | | | | | | |
| Minimum Required Number of Staff*: 2 staff/ day | | | | | | | | | |
| Description of Service Areas | Sq Ft | | | | | | | | |
| 4 Bathrooms - Terminal Building and Civil Air Patrol Building (total): | 952 | | | | | | | | |
| 4 Offices (total): | 1,035 | | | | | | | | |
| Conference rooms, Terminal lobbies, and hallways: | 2,645 | | | | | | | | |
| Total Square Footage: | 4,632 | | | | | | | | |
| Terminal Building Internal Offices, Conference Rooms, Lounges, Hallways, and Lobby Areas | | | | | | | | | |
| Floors | | | | | | | | | |
| Sweep and mop noncarpeted floors. | | X | | | | | | | |
| Scrub and buff all noncarpeted floors. | | | | X | | | | | |
| Vacuum carpeted areas. | | X | | | | | | | |

| | | | | | | | | | |
|---|---|---|---|---|--|--|--|--|--|
| Dry foam shampoo carpet in all assigned areas and any other areas required. Carpet is to be thoroughly vacuumed before shampooing. Furniture to be moved as needed. | | | | X | | | | | |
| All edges, corners, and underneath furniture are to be vacuumed, mopped, and cleaned thoroughly. | X | | | | | | | | |
| Walls | | | | | | | | | |
| Wipe clean all terminal building walls removing smudges, finger prints, and dirt. | | X | | | | | | | |
| Clean all partitions. | X | | | | | | | | |
| Dust all internal terminal building walls beginning from baseboards and ending at wall to ceiling edge. | | X | | | | | | | |
| Ceilings | | | | | | | | | |
| Clean all terminal building ceilings. | | | X | | | | | | |
| Clean all terminal building ceiling vents, and all fixtures i.e. lights, fire alarms. | | | X | | | | | | |
| Windows | | | | | | | | | |
| Clean/wash all interior and exterior windows. | | | | X | | | | | |
| Clean all interior and exterior window frames. | | | X | | | | | | |
| Doors | | | | | | | | | |
| Clean all doors. | | X | | | | | | | |
| Clean all door frames. | | X | | | | | | | |
| Clean all door knobs, kickplates, threshold plates, and hinges. | | X | | | | | | | |
| Furniture | | | | | | | | | |
| Clean all furniture, fixtures, equipment. | | X | | | | | | | |
| Clean all chairs, cabinets, shelves, partition ledges. | | X | | | | | | | |
| Clean all office desks and equipment. | | X | | | | | | | |
| Clean all tops, sides and lower surfaces of furniture, including hardware. | | X | | | | | | | |
| Clean all furniture. | | X | | | | | | | |
| Remove/ Clean any stains, smudges, dirt of terminal furniture. | | X | | | | | | | |

| Trash Receptacles | | | | | | | | |
|--|---|---|--|--|--|--|---|--|
| Empty waste containers. | X | | | | | | | |
| Empty recycling containers and dump in designated containers. | X | | | | | | | |
| Clean waste and recycling containers. | | X | | | | | | |
| Terminal Building Restrooms | | | | | | | | |
| Floors | | | | | | | | |
| Wet mop floors with disinfectant detergent. | X | | | | | | | |
| Clean basin and floor drains. | | X | | | | | | |
| Walls | | | | | | | | |
| Wash walls, partitions and doors with disinfectant detergent. | | X | | | | | | |
| Clean wall area behind basins and toilet bowls. | X | | | | | | | |
| Sinks, Toilets, Urinals, and Fixtures | | | | | | | | |
| Clean all fixtures. | X | | | | | | | |
| Disinfect sinks, toilets, toilet seats and urinals. | X | | | | | | | |
| Remove mineral deposits around faucets. | | X | | | | | | |
| Remove stains in toilet bowls and urinals. | | X | | | | | | |
| Polish all chrome fixtures. | | X | | | | | | |
| Clean drinking fountains and sinks. Also, remove hand prints around fountains. | X | | | | | | | |
| Clean toilet bases. | | X | | | | | | |
| Doors, and Stalls | | | | | | | | |
| Wash kick plates and push plates on doors. | | X | | | | | | |
| Clean restroom stall partitions, and doors with disinfectant detergent. | X | | | | | | | |
| Wash partition stalls with disinfectant detergent. | X | | | | | | | |
| Clean partitions between toilets, and urinals. | | X | | | | | | |
| Clean all doors including restroom entry doors and stall doors. | X | | | | | | | |
| Restock Restroom and Shower Room Supplies | | | | | | | | |
| Soap. | X | | | | | | X | |

| | | | | | | | | |
|--|---|---|---|--|--|--|---|---|
| Hand Sanitizer. | X | | | | | | X | |
| Paper towels. | X | | | | | | X | |
| Paper towel dispenser and dispenser batteries. | X | | | | | | X | |
| Toilet paper. | X | | | | | | X | |
| Toilet seat covers. | X | | | | | | X | |
| Employee Break Rooms/ Staff Areas | | | | | | | | |
| Empty and clean trash cans. | X | | | | | | X | |
| Clean and disinfect table tops and serving areas. | X | | | | | | | |
| Dust and clean chairs. | | X | | | | | | |
| Sweep and mop noncarpeted floors. | | X | | | | | X | |
| Vacuum carpeted areas. | | X | | | | | X | |
| Clean walls, doors, door frames and fixtures. | | | X | | | | X | |
| Clean inside and outside of all refrigerators. | | | X | | | | X | |
| Clean inside and outside of all microwaves. | | | X | | | | X | |
| Interior/Exterior Stairs, Stairwells, and Ramps | | | | | | | | |
| Sweep stairs and ramp areas. | | X | | | | | | X |
| Clean and disinfect handrails. | | X | | | | | | X |
| Vacuum/ dust stairs. | | X | | | | | | X |
| Clean walls and surrounding barriers. | | | X | | | | | X |
| Sweep and wet mop all steps. | | X | | | | | | X |
| Custodial Closets/Storage Areas | | | | | | | | |
| Clean floors and disinfect with germicidal solution. | | | X | | | | | X |
| Clean walls. | | | X | | | | | X |
| Clean floor drains. | | | X | | | | | X |
| Restock janitorial supplies. | | X | | | | | | X |
| Clean and disinfect areas with germicidal solution. | | X | | | | | | X |
| Exterior Areas | | | | | | | | |

| | | | | | | | | |
|---|---|--|---|---|---|--|---|---|
| Clean steps, pedestrian walkways and sidewalks immediately adjacent to Airport Terminal Building. | X | | | | | | | |
| Remove graffiti on Terminal Building. | | | | | | | X | X |
| Clean/ wash all exterior walls. | | | | | X | | | |
| Clean air vent grills and fixtures around walls and ceiling areas. | | | | X | | | | |
| Clean sidewalks, remove gum and stains from sidewalks around outside of building. | | | X | | | | X | X |
| Empty exterior trash cans at designated locations and dump the collected trash in the designated container. | X | | | | | | X | |
| Pick up loose trash from around buildings and landscapes areas. | X | | | | | | X | |
| Balconies | | | | | | | | |
| Clean floor areas and ledges. | X | | | | | | | |
| Wipe railings. | X | | | | | | | |

| Whiteman Airport (WHP) | | Tuesday and Friday | Weekly | Monthly | Quarterly | Semi-Annually | Annually | As-Needed | On-call |
|---|-------|--------------------|--------|---------|-----------|---------------|----------|-----------|---------|
| Address: 10000 Airpark Way 2nd Floor, Pacoima, CA 91331-2104 | | | | | | | | | |
| Public Works Division: Aviation Division | | | | | | | | | |
| Public Works Contract Manager: Jason Morgan | | | | | | | | | |
| Phone Number: 626-300-4608 | | | | | | | | | |
| Email: jmorgan@dpw.lacounty.gov | | | | | | | | | |
| Office Hours: 7 am - 5 pm | | | | | | | | | |
| Required Service Hours, Days, and Staffing | | | | | | | | | |
| Days of Service: Tuesday and Friday | | | | | | | | | |
| Hour of Service from: 5 pm - 6 am | | | | | | | | | |
| Minimum Required Hours Per Day*: 1 hours/ day | | | | | | | | | |
| Minimum Required Number of Staff*: 1 staff/ day | | | | | | | | | |
| Description of Service Areas | Sq Ft | | | | | | | | |
| 3 Airfield Bathrooms - (total): | 400 | | | | | | | | |
| Total Square Footage: | 400 | | | | | | | | |
| Airfield Restrooms | | | | | | | | | |
| Floors | | | | | | | | | |
| Wet mop floors with disinfectant detergent. | | X | | | | | | | |
| Clean basin and floor drains. | | | X | | | | | | |
| Walls | | | | | | | | | |
| Wash walls, partitions and doors with disinfectant detergent. | | | X | | | | | | |
| Clean wall area behind basins and toilet bowls. | | X | | | | | | | |
| Sinks, Toilets, Urinals, and Fixtures | | | | | | | | | |
| Clean all fixtures. | | X | | | | | | | |
| Disinfect sinks, toilets, toilet seats and urinals. | | X | | | | | | | |
| Remove mineral deposits around faucets. | | | X | | | | | | |
| Remove stains in toilet bowls and urinals. | | | X | | | | | | |
| Polish all chrome fixtures. | | | X | | | | | | |
| Clean toilet bases. | | | X | | | | | | |
| Doors, and Stalls | | | | | | | | | |

| | | | | | | | | |
|---|---|---|--|--|--|--|---|--|
| Wash kick plates and push plates on doors. | | X | | | | | | |
| Clean restroom stall partitions, and doors with disinfectant detergent. | X | | | | | | | |
| Wash partition stalls with disinfectant detergent. | X | | | | | | | |
| Clean partitions between toilets, and urinals. | | X | | | | | | |
| Clean all doors including restroom entry doors and stall doors. | X | | | | | | | |
| Trash Receptacles | | | | | | | | |
| Empty waste containers. | X | | | | | | | |
| Empty recycling containers and dump in designated containers. | X | | | | | | | |
| Clean waste and recycling containers. | | X | | | | | | |
| Restock Restroom and Shower Room Supplies | | | | | | | | |
| Soap. | X | | | | | | X | |
| Hand Sanitizer. | X | | | | | | X | |
| Paper towels. | X | | | | | | X | |
| Paper towel dispenser and dispenser batteries. | X | | | | | | X | |
| Toilet paper. | X | | | | | | X | |
| Toilet seat covers. | X | | | | | | X | |

CLEANING AND DISINFECTION AFTER PERSONS SUSPECTED/CONFIRMED TO HAVE COVID-19 HAVE BEEN IN THE FACILITY

NOVEL CORONAVIRUS (COVID-19)

The coronaviruses are a large family of viruses. Many of them infect animals, but some coronaviruses from animals can evolve and infect humans, then spread from person-to-person. This is what happened with the current novel coronavirus known as COVID-19. Cleaning of surfaces followed by disinfection is a best practice for prevention of COVID-19 and other viral respiratory illness in community settings **if the space is needed to be used again immediately within a 24-hour period.**

Community facilities are non-healthcare settings that are visited by the public (schools, daycare centers, businesses).

Cleaning refers to the removal of dirt and impurities, including germs, from the surfaces. **Cleaning with commercial cleaners that contain soap or detergent decreases the number of germs on surfaces and reduces risk of infection from surfaces in your facility. Cleaning alone removes most type of harmful germs (like viruses, bacteria, parasites, or fungi) from surfaces.**

Disinfecting works by using chemicals to kill germs on surfaces **that remain after cleaning.** **By** killing germs on a surface after cleaning, **disinfecting can** further lower the risk of spreading **disease.**

Sanitizing reduces the remaining germs on surfaces after cleaning. If you do sanitize or disinfect, clean surfaces first, because impurities like dirt may make it harder for sanitizing and disinfecting chemicals to get to and kill germs.

TIMING, CLEANING, AND DISINFECTION OF SURFACES

Clean high-touched surfaces regularly (for example, pens, counters, door handles, stair rails, elevator buttons, touchpads, restroom fixtures, and desks). Clean other surfaces when they are visibly dirty.

Close off areas used by the ill persons and wait as long as practical before beginning cleaning and disinfection to minimize potential exposure to respiratory droplets.

Open outside doors and windows to increase air circulation in the area.

Wear a mask and gloves while cleaning and disinfecting.

Focus on the immediate areas occupied by the person who is sick or diagnosed with COVID-19 unless they have already been cleaned and disinfected.

If less than 24 hours has passed since the person who is sick or diagnosed with COVID-19 has been in the space, clean and disinfect the space.

If more than 24 hours has passed since the person who is sick or diagnosed with COVID-19 has been in the space, routine cleaning is enough. You may choose to also disinfect depending on certain conditions or everyday practices required by your facility.

Cleaning staff should clean and disinfect all areas (bathrooms, offices, common areas, shared electronic equipment like tablets, touch screens, keyboards, remote controls, and ATM machines) used by the ill persons, focusing especially on frequently touched surfaces.

Vacuum the space if needed. Use a vacuum equipped with high-efficiency particulate air (HEPA) filter, if available.

Once thorough cleaning and disinfection have been completed, the space can be reoccupied. Workers without close contact with the person who is sick can return to work immediately after disinfection.

HOW TO CLEAN AND DISINFECT

Surfaces:

- If surfaces are dirty, clean using a detergent or soap and water before disinfection.
- Always read the label on disinfecting products to make sure the products can be used on the type of surface you are disinfecting.
- Follow the directions on the bleach bottle for preparing a diluted bleach solution. If your bottle does not have directions, you can make a bleach solution by mixing:
 - 5 tablespoons (1/3 cup) of bleach per gallon of room temperature water or
 - 4 teaspoons of bleach per quart of room temperature water
- Always follow the manufacturer's instructions for applying the bleach solution to surfaces. If instructions are not available, leave the diluted bleach solution on the surface for at least 1 minute before removing or wiping. This is known as the "contact time" for disinfection. The surface should remain visibly wet during the contact time.

Hard surfaces (counters, light switches, desks, and floors):

- Clean surfaces with soap and water or with cleaning products appropriate for use on the surface.

Soft surfaces (carpeted floor, rugs, and drapes):

- Clean the surface using a product containing soap, detergent, or other type of cleaner appropriate for use on these surfaces.
- After cleaning, launder items using the warmest water settings and dry items completely.
- Vacuum surfaces such as carpets and rugs and dispose of the dirt safely.

Laundry items (linens, clothing, towels, and other items):

- Use the warmest appropriate water setting and dry items completely.
- It is safe to wash dirty laundry from a person who is sick with other people's items.
- Clean clothes hampers or other laundry baskets according for surfaces.

Electronic items (tablets, touch screens, keyboards, remote controls, ATM machines):

- For electronics such as tablets, touch screens, keyboards, remote controls, and ATM machines, remove visible contamination if present.
- Follow the manufacturer's instructions for all cleaning and disinfection products.
- Consider putting a wipeable cover on electronics.

Outdoor areas (patios):

- Clean high-touch surfaces made of plastic or metal, such as grab bars and railings when visibly dirty.

County Vehicles

- When utilizing County vehicles, the divisions are responsible to ensure that hand sanitizer and sanitizing materials are provided and available prior to the utilization of County vehicles for work-related activities. Employers shall provide hand sanitizer for each vehicle and encourage that all drivers and riders sanitize their hands before entering and exiting the vehicle.

PERSONAL PROTECTIVE EQUIPMENT (PPE) AND HAND HYGIENE

- The risk of exposure to cleaning staff is inherently low. Cleaning staff should wear appropriate PPE in the cleaning process, including trash handling.
 - Disposable gloves
 - Gowns/Tyvek coveralls

- Gloves and gowns should be compatible with the disinfectant products being used.
- Additional PPE might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash.
- Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area. Be sure to **clean hands** after removing gloves.
- Cleaning staff and others should **clean hands** often, including immediately after removing gloves and after contact with an ill person, by washing hands with soap and water for 20 seconds. If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. The provision or use of hand sanitizer with methyl alcohol is prohibited. However, if hands are visibly dirty, always wash hands with soap and water.
- Employees should report any breach in PPE or any potential exposures to their supervisors.

NORMAL PREVENTIVE MEASURES

Follow normal preventive measures while at work and home, which includes washing your hands and avoiding touching your eyes, nose, or mouth with unwashed hands. Additionally, clean your hands:

- After blowing your nose, coughing, or sneezing.
- After using the restroom.
- Before eating or preparing food.
- After contact with animals or pets.
- Before and after providing routine care for another person who needs assistance.

ADDITIONAL CONSIDERATIONS

- Ensure the work area and facility has adequate ventilation to protect workers during cleaning and disinfecting tasks.
- Label all hazardous cleaning products and chemicals in the workplace.

Prepared by Employee Health & Safety

P:\RMO\PUBLIC\WORKS\SAFETY_PROGRAMS\SAFETY DIRECTIVE\IG100 IIPP MASTER SAFETY DIRECTIVE\COVID\CLEANING AND DISINFECTION AFTER CONFIRMED CASE04242023.DOCX

April 24, 2023

References:

- When and How to Clean and Disinfect a Facility - <https://www.cdc.gov/hygiene/cleaning/facility.html>

CLEANING AND DISINFECTING GUIDELINES - ROUTINE CLEANING

NOVEL CORONAVIRUS (COVID-19)

The coronaviruses are a large family of viruses. Many of them infect animals, but some coronaviruses from animals can evolve and infect humans, then spread from person to person. This is what happened with the current Novel Coronavirus known as COVID-19.

UNDERSTANDING HOW THE VIRUS IS SPREAD

COVID-19 spreads when an infected person breathes out droplets with very small particles that contain the virus. These droplets and particles can be breathed in by other people or land on their eyes, noses, or mouth. They may also contaminate surfaces they touch. A person's risk of getting infected is also higher if they are in enclosed spaces with poor air flow. Tiny particles that have the virus can concentrate and spread in the air and can even stay floating in the air for several hours after an infected person has left the room if there is poor airflow.

Most people will have a mild or moderate illness and will get better without complications. Symptoms for COVID-19 are like symptoms exhibited by the flu and other respiratory illnesses. These symptoms can include:

- Fever
- Cough
- Difficulty Breathing
- Chills
- Fatigue
- Muscle or body aches
- Headache
- Sore throat
- Nausea or vomiting
- Diarrhea
- Congestion or runny nose
- New loss of taste or smell

Note: This list does not include all symptoms associated with COVID-19.

COUNTERMEASURES AND PREVENTION

The best thing to do to protect yourself is:

- Wash your hands often. Use soap and water for at least 20 seconds. If soap and water is not available, use alcohol-based hand sanitizer that contains at least 60% alcohol. The provision or use of hand sanitizers with methyl alcohol is prohibited.
- Get a flu shot to protect against influenza.
- Stay up to date with COVID-19 vaccines including boosters. Get all recommended COVID-19 vaccine doses including the updated (bivalent) booster. Staying up to date with the recommended vaccinations, including boosters, is the best way to protect yourself from getting seriously ill and dying from COVID-19. The vaccines also reduce the risk of long COVID-19.
- Improve air flow. Open windows and doors and avoid indoor spaces with poor air flow.
- Wear a mask that fits and filters well. Go to ph.lacounty.gov/masks for more information.
- Stay home when you are sick. If you have symptoms of COVID-19, stay away from others and get tested.

ASTHMA - SAFER CLEANING AND DISINFECTING

People may not realize that products such as disposable disinfectant wipes and common cleaners often contain hazardous chemicals. This makes cleaning and disinfecting safely more important, since some products contain chemicals that can cause or worsen asthma, they can also cause health effects such as eye damage, skin burns, and rash. General tips for people cleaning with asthma are:

- The U.S. Environmental Protection Agency (EPA) created a list of disinfectants that work to kill coronavirus. Choose hydrogen peroxide (without peracetic acid), lactic acid, citric acid, silver, or alcohol-based products whenever possible. These are not known to cause asthma.
- Use as much ventilation as possible. Open windows if needed.
- Dilute products properly. Do not make them more concentrated than what the labels say.
- Follow recommendations on the label or the safety data sheet. This may include wearing gloves or goggles.
- Choose fragrance-free cleaning products.

CLEANING GUIDELINES

Electronics: For electronics such as tablets, touch screens, keyboards, remote controls, and ATM machines, remove visible contamination if present. Follow the manufacturer's instructions for all cleaning and disinfection products. Consider use of wipeable covers for electronics.

Hard Surfaces: Clean surfaces with soap and water or with cleaning products appropriate for use on the surface. Follow the manufacturer's application instructions for the surface. To disinfect the surface, use a bleach solution (mix 1/3 cup of bleach to 1 gallon of water) or EPA-registered sanitizing spray. Ensure solution is on the surface long enough to kill the germs.

Carpets, couches, and other porous (absorbent) surfaces: Clean the surface with cleaning products appropriate for the surfaces. Launder items, if possible, according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely. Vacuum surfaces and dispose of dirt safely.

Linens: Wash sheets, blankets, towels, curtains, and other linens with household laundry soap and hot water (167F or more). Dry items completely. Clean clothes hamper or laundry baskets according to guidance for surfaces. Wash your hands after handling dirty laundry.

Utensils and tools: Clean and sanitize plates, glasses, and silverware in a dishwasher or by hand with soap and hot water. Clean mops and cloths with soap and hot water. You may also clean with an EPA-registered disinfectant or bleach. Allow to air dry. Use a single-use disposable mop head and/or cloth as an alternative.

Ice Machines: To reduce the chances of contamination when obtaining ice:

- Always keep the bin door closed when ice is not being used.
- Wash your hands before scooping ice out of the bin.
- Always use an ice scoop to dispense ice. Do not scoop using glassware.
- Store the ice scoop outside of the bin.
- Regularly clean and rinse the scoop with a mixture of 8 oz of chlorine bleach per gallon of water.

Trash Disposal: Wear gloves when handling trash or waste. Ensure trash is thrown in a sturdy, leak-proof bag that is tied shut and placed directly into the trash bin. Remove gloves and wash hands when finished.

General Cleaning: Wash your hands thoroughly and often with soap and water for at least 20 seconds or use an alcohol-based hand sanitizer that contains at least 60% alcohol.

- **County Vehicles** - When utilizing County vehicles, the division supervisors are responsible to ensure that hand sanitizer and sanitizing materials are provided and available prior to the utilization of County vehicles for work-related activities. Employers shall provide hand sanitizer for each vehicle and encourage that all drivers and riders sanitize their hands before entering and exiting the vehicle.

Additional Tailgate Resources

Personal Protective Equipment:

PW: Safety Directive G106.3.6 (pages 11-14)
<https://lacounty.sharepoint.com/:b:/r/sites/PW-WSD/AdminDirectiveDocs/G106.pdf?csf=1&web=1&e=WaRUDj>

Cal/OSHA: <https://www.dir.ca.gov/title8/sb7q2a10.html>

Bloodborne Pathogens:

PW: <https://lacounty.sharepoint.com/sites/pw-rmo/SiteAssets/SitePages/Safety-Programs-and-Services/BBP%20TAILGATE%20%2009-2020.pdf?web=1>

Cal/OSHA: <https://www.dir.ca.gov/title8/5193.html>

Hazard Communication (HAZCOM):

PW: <https://lacounty.sharepoint.com/sites/pw-rmo/Shared%20Documents/Employee%20Health%20and%20Safety/Hazard%20Communication%20Tailgate%20Attmts.pdf?web=1>

Cal/OSHA: <https://www.dir.ca.gov/title8/5194.html>

Prepared by Employee Health & Safety

April 24, 2023

P:\RMO\PUBLIC\IS\MGTS\SAFETY_PROGRAMS\SAFETY_DIRECTIVE\G100_IIPP_MASTER_SAFETY_DIRECTIVE\COVID\CPPATT2-CLEANING\DISINFECTING\GUIDELINES\ROUTINE\CLEANING\G04242023.DOCX

References:

- **When and How to Clean and Disinfect a Facility-**
<https://www.cdc.gov/hygiene/cleaning/facility.html>
- Asthma-Safer Cleaning and Disinfecting
<https://www.cdph.ca.gov/Programs/CCDC/PHP/DEODC/OHB/Pages/OHWMay2020.aspx>
- Keeping Hospital Ice Machines Safe from Coronavirus -
<https://www.facilitiesnet.com/emergencypreparedness/tip/Keeping-Hospital-Ice-Machines-Safe-from-Coronavirus--45828>

Tab 1



January 7, 2025

Attention: Amy Le

Response to:

County of Los Angeles

Department of Public Works- County-Owned Airports

Janitorial Services RFP (BRC0000541)

From:

Goodwill Industries of Southern California

Building & Custodial Services Division

Louise Oliver, Director

342 N. San Fernando Road

Los Angeles CA 90031

(818) 515-1403



Tab 2

TABLE OF CONTENTS

| | |
|-------|-----------------------|
| Tab 1 | Title Page |
| Tab 2 | Table of Contents |
| Tab 3 | Letter of Transmittal |
| Tab 4 | Corporate Documents |

EXPERIENCE

| | |
|--------|--------------------------------|
| Tab 5a | Background |
| Tab 5b | Organization Chart |
| Tab 5c | Resumes |
| Tab 5d | Staff Experience |
| Tab 5e | Minimum Mandatory Requirements |
| Tab 6 | Work Plan |
| Tab 6a | Staffing Plan, County Airports |
| Tab 7 | Quality Assurance Plan |

FINANCIAL RESOURCES

| | |
|---------|--|
| Tab 8 | Financial Resources |
| Tab 9 | Insurance |
| Tab 10 | Record Keeping |
| Tab 10a | Sample Payroll Report |
| Tab 10b | Sample Statement of Payroll Compliance |

FORMS

| | |
|---------|--|
| Tab 11a | Declaration Form |
| Tab 11b | PW-1 Organization Questionnaire/Affidavit |
| Tab 12 | PW-2.1 – PW-2.6 Schedule of Prices |
| Tab 13 | PW-3 Certificate of Compliance |
| Tab 14 | PW-4 Industrial Safety record |
| Tab 15 | PW-5 Request for Preference Consideration |
| Tab 16 | PW-6 Reference List |
| Tab 17 | PW-7 EEO Certification |
| Tab 18 | PW-8 Debarment History/Terminated Contracts |
| Tab 19 | PW-10 Community Business Enterprise (CBE) Info |
| Tab 20 | PW-11 Request for Solicitation Review (N/A) |

FORMS (Continued)

| | | |
|--------|-------|---|
| Tab 21 | PW12 | Pending Litigations and Judgements |
| Tab 22 | PW-13 | Insurance Compliance Affirmation |
| Tab 23 | PW-14 | Compliance-Minimum RFP Requirements |
| Tab 24 | PW-15 | Displaced Janitor Opportunity Affirmation |
| Tab 25 | PW-16 | Contribution and Agent Declaration |

LIVING WAGE FORMS

| | | | |
|--------|---------|---|-------|
| Tab 26 | LW-2 | Living Wage Ordinance Exemption | (N/A) |
| Tab 27 | LW-8.1b | Airports Staffing Plan/Cost Methodology | |
| Tab 28 | LW-8.2b | Airports Staffing Plan/Cost Methodology | |
| Tab 29 | LW-8.3b | Airports Staffing Plan/Cost Methodology | |
| Tab 30 | LW-8.4b | Airports Staffing Plan/Cost Methodology | |
| Tab 31 | LW-8.5b | Airports Staffing Plan/Cost Methodology | |
| Tab 32 | LW-9 | Wage & Hour Recordkeeping for LWO Contracts | |



January 7, 2025

County of Los Angeles
Department of Public Works
900 S. Fremont Avenue
Alhambra, CA 91083-5100

On behalf of the Board of Directors of Goodwill Industries of Southern California and our entire Executive Leadership team, I am pleased to provide this response to the County's RFP for County Airports Janitorial Services (BRC0000541).


Goodwill is a Social Enterprise agency with a Master Agreement for Social Enterprise Employment and Training Program Services by the County of Los Angeles Workforce Development, Aging and Community Services, and can provide the required janitorial services for the four contracts at all the DPW sites. Our ability to provide these services is demonstrated by the fact that for the past 10 years we have been the contractor for other public works contracts, and the past 4 years servicing all 5 county airports.

The following individuals are authorized to make representations for Goodwill:
Louise Oliver, Director, Building & Custodial Services Division
14565 Lanark Street, Panorama City, CA 91402
(818-515-1403)


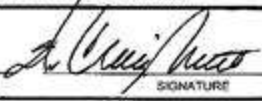
Carlos Chali, Associate Director, Building & Custodial Services Division
342 N. San Fernando Road, Los Angeles, CA 90031
(323-833-3628)

We appreciate the opportunity to submit our proposal and look forward to continuing to provide quality services for the County of Los Angeles.

Sincerely,


Patrick McClenahan
President and CEO

13-662807

| | | | |
|--|---|--|--|
|  | State of California Secretary of State | <div style="border: 1px solid black; padding: 2px; width: 20px; margin: auto;">N</div> | |
| Statement of Information (Domestic Nonprofit, Credit Union and Consumer Cooperative Corporations) | | | |
| Filing Fee: \$20.00. If this is an amendment, see instructions. IMPORTANT - READ INSTRUCTIONS BEFORE COMPLETING THIS FORM | | | |
| 1. CORPORATE NAME Goodwill Industries Of Southern California Attn: 3rd Floor Business Office 342 N. San Fernando Road Los Angeles, CA 90031-1730 | | | |
| 2. CALIFORNIA CORPORATE NUMBER C0088156 | | | |
| CC This Space for Filing Use Only | | | |
| Complete Principal Office Address (Do not abbreviate the name of the city. Item 3 cannot be a P.O. Box.) | | | |
| 3. STREET ADDRESS OF PRINCIPAL OFFICE IN CALIFORNIA, IF ANY | | CITY | STATE ZIP CODE |
| 342 N. San Fernando Road | | Los Angeles | CA 90031-1730 |
| 4. MAILING ADDRESS OF THE CORPORATION | | CITY | STATE ZIP CODE |
| 342 N. San Fernando Road | | Los Angeles | CA 90031-1730 |
| Names and Complete Addresses of the Following Officers (The corporation must list these three officers. A comparable title for the specific officer may be added; however, the preprinted titles on this form must not be altered.) | | | |
| 5. CHIEF EXECUTIVE OFFICER/ | ADDRESS | CITY | STATE ZIP CODE |
| Craig W. Smith | Same as above | | |
| 6. SECRETARY | ADDRESS | CITY | STATE ZIP CODE |
| Andrea Mack | Same as above | | |
| 7. CHIEF FINANCIAL OFFICER/ | ADDRESS | CITY | STATE ZIP CODE |
| Forrest Callahan | Same as above | | |
| Agent for Service of Process If the agent is an individual, the agent must reside in California and Item 9 must be completed with a California street address, a P.O. Box address is not acceptable. If the agent is another corporation, the agent must have on file with the California Secretary of State a certificate pursuant to California Corporations Code section 1505 and Item 9 must be left blank. | | | |
| 8. NAME OF AGENT FOR SERVICE OF PROCESS | | | |
| Craig W. Smith | | | |
| 9. STREET ADDRESS OF AGENT FOR SERVICE OF PROCESS IN CALIFORNIA, IF AN INDIVIDUAL | | CITY | STATE ZIP CODE |
| 342 N. San Fernando Road | | Los Angeles | CA 90031-1730 |
| Davis-Stirling Common Interest Development Act (California Civil Code section 1350, et seq.) | | | |
| <input type="checkbox"/> Check here if the corporation is an association formed to manage a common interest development under the Davis-Stirling Common Interest Development Act. | | | |
| NOTE: Corporations formed to manage a common interest development must also file a Statement by Common Interest Development Association (Form SI-CID) as required by California Civil Code section 1363.6. Please see instructions on the reverse side of this form. | | | |
| 11. THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT. | | | |
| 02/13/2013 | Craig W. Smith | President/CEO |  |
| DATE | TYPE/PRINT NAME OF PERSON COMPLETING FORM | TITLE | SIGNATURE |
| SI-106 (REV 01/2012) | | | APPROVED BY SECRETARY OF STATE |



State
of
California

OFFICE OF THE SECRETARY OF STATE

I, *MARCH FONG EU*, Secretary of State of the State of California, hereby certify:

That the annexed transcript has been compared with the record on file in this office, of which it purports to be a copy, and that same is full, true and correct.

IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this

NOV 15 1979



March Fong Eu

Secretary of State

CERTIFICATE OF AMENDMENT
OF
ARTICLES OF INCORPORATION

**ENDORSED
FILED**
In the office of the Secretary of State
of the State of California
NOV 8 1979
MARCH FONG EU, Secretary of State
By JAMES E. HARRIS
Deputy

NICHOLAS PANZA and R. ROLAND SMITH certify:

1. That they are the president and the secretary, respectively, of GOODWILL INDUSTRIES OF SOUTHERN CALIFORNIA, a California corporation.
2. That at a meeting of the board of directors of said corporation, duly held at Los Angeles, California, on October 25, 1979, the following resolution was adopted:

BE IT RESOLVED: That the Articles of Incorporation of GOODWILL INDUSTRIES OF SOUTHERN CALIFORNIA, dated 18, April 1919, be and they are hereby amended in certain particulars as follows:

Article NINTH of said ARTICLES OF INCORPORATION is amended to read as follows:

That the property of this Corporation is now and shall at all times be irrevocably dedicated to religious, charitable, or hospital purposes, and upon liquidation, dissolution, abandonment, or winding up of this Corporation, after paying or adequately providing for the debts and obligations of this Corporation, none of the property of this Corporation shall inure to the benefit of any private person, but shall be irrevocably dedicated to the religious, charitable, or hospital purposes, and upon dissolution, liquidation, abandonment or winding up of this Corporation, the property of this Corporation shall be transferred to an organization dedicated to the religious, charitable or hospital purposes, provided that the organization continues to be dedicated to the exempt purposes as specified in Internal Revenue Code section 501 (c) (3).

3. That the members have adopted said amendment by resolution at a meeting held at Los Angeles, California, on October 25, 1979. And that the wording of the amended article, as set forth in the members' resolution, is the same as that set forth in the directors' resolution in Paragraph 2 above.

4. That the number of members who voted affirmatively for the adoption of said resolution is eighteen (18), and that the number of members constituting a quorum is eleven (11).

Nicholas Panza
NICHOLAS PANZA - President

R. Roland Smith
R. ROLAND SMITH - Secretary

Each of the undersigned declares under penalty of perjury that the matters set forth in the foregoing certificate are true and correct. Executed at Los Angeles, California, on October 31, 1979.

Nicholas Panza
NICHOLAS PANZA - President

R. Roland Smith
R. ROLAND SMITH - Secretary



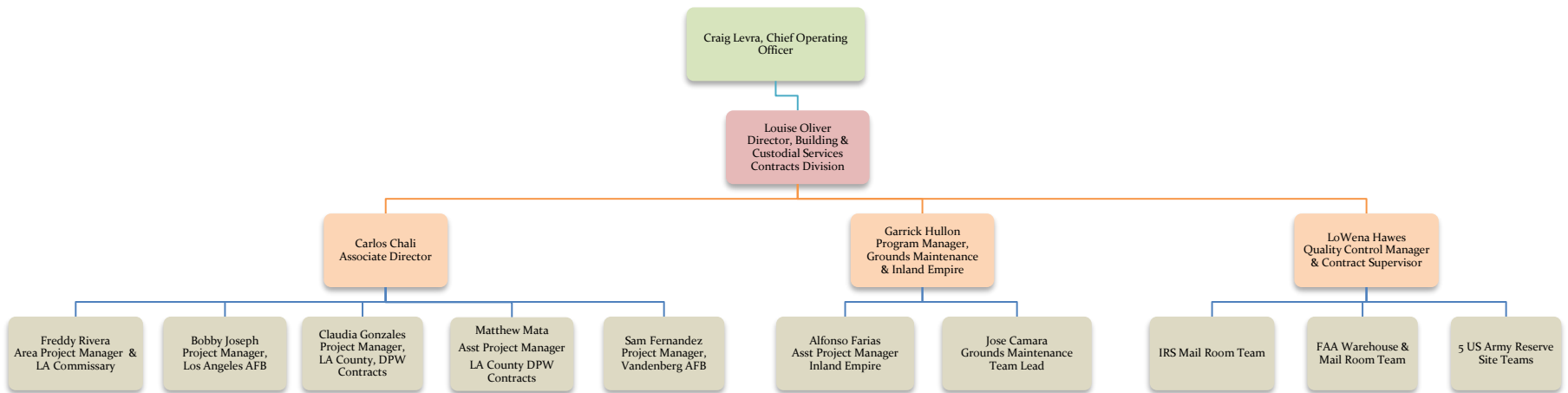
Background

Mission: Goodwill Industries of Southern California (GSC)'s mission is to *transform lives through the power of work*. Since 1916, the organization has worked to meet the employment needs of people with disabilities, veterans, vulnerable youth, people experiencing homelessness, justice-involved individuals, as well as unemployed and underemployed, immigrant communities, and those with limited English proficiency. For more information please refer to www.goodwillsocal.org.

Mission Integration: GSC programs and services strengthen vulnerable populations' connection to high-growth, middle skills, livable wage jobs with benefits, and as such, our work results in life-changing job placement that greatly benefits individuals and their families. GSC served more than 32,000 jobseekers last year through a wide range of workforce development centers and programs, by providing comprehensive case management, job readiness and job preparation services, transitional work experiences, employer development services, occupational trainings, pre-apprenticeship and apprenticeship programs, and wraparound support services: and other employment services. GSC also hires, trains and supports individuals through its retail store operation.

Measuring Social Impact: GSC has a consistent record of meeting or exceeding program deliverables which speaks well to the organization's competence in making a significant social impact in the community. Performance goals are established for each workforce program and outcome attainment is assured through regular internal reviews and other controls, routine reports to funders, and an annual certified audit. GSC tracks: # individuals served, # individuals enrolled in programs and services, # individuals that receive training, certifications earned, wage gain, # individuals enrolled in transitional work experience, # individuals placed into employment, retention at 30-, 60-, 90-day and 6-, 9- and 12-month intervals.

Goodwill Southern California Building & Custodial Services Contracts Division



Tab 5c



Attached are resumes for key staff who lead the Contracts Team and are responsible for managing the Division's employees and work effort.



Tab 5c1

Craig Levra

Chief Operating Officer

EXPERTISE

Chief Executive Officer, Expansion and Technological Overhaul of Specialty Retail Chains, Strategic Initiative Planning and Implementation, Customer Experience Strategy, Micromarketing and Merchandising, IT Strategy, Turnaround Expertise, Publicly Traded to Privately-Held Conversion

PROFESSIONAL EXPERIENCE

**Goodwill Southern California
Los Angeles, CA**

2019 - Present

Goodwill Southern California is the largest Goodwill franchise by geography, and one of the largest social impact organizations in the nation, operating 83 store locations, 41 donation centers, two distribution centers, and seven websites. Goodwill Southern California's mission is to Transform Lives Through the Power of Work and does so by serving individuals with disabilities and disadvantages by providing education, training, work experience, and job placement services. The organization has embarked on a joint commitment with the City and County of Los Angeles to move a minimum of 15,000 homeless people into stable work and living arrangements by 2022. The activities serve 18 million customers/donors while keeping over 100 million pounds of merchandise out of landfills on an annual basis.

Chief Operating Officer

Recruited by six-time Emmy award winner and Special Olympic World Games CEO Patrick McClenahan to provide operating structure across all facets of the business. Responsibilities include generating double-digit EBITDA for retail, donation center, logistics, E-commerce, marketing, real estate, facilities, and risk management for 3,700 employees in a highly collaborative fashion while training and employing a challenged workforce. Initial objectives achieved include implementation of advanced labor scheduling utilizing Ceridian/Dayforce, providing single source sales/transaction data with DOMO, enhancing the firm's RO Bart pricing system to track and improve specific sales/gross margin for 400 individual pricers (buyers), and implementing Goodwill's first CRM/loyalty program (in beta testing) with Salesforce technology.

**Gear Coop, Inc.
Costa Mesa, CA**

2018

Gear Coop, Inc. is a ten-year-old \$26 million outdoor specialty online retailer and a leading supplier of over one hundred fifty high-end technical apparel, footwear, and equipment brands to the best climbers as well as outdoor enthusiasts throughout the nation. The team of engineers, data scientists, and mathematicians provide the most comprehensive brand management, registry, marketing, and price reporting functions for these manufacturers on

Amazon.com making the company the number one Amazon FBA retailer in outdoor specialty. The firm operates its DTC website to allow dual test paths for all merchandising and marketing initiatives.

President

Hired to provide structure and growth capital to increase revenue by 4x, assignment quickly morphed into a turnaround opportunity. Provided structure and leadership to an organization long on ideas and project beginnings but weak on execution and delivering results. Performed forensic accounting review of FY 2017 and discovered reported \$1.1 million net income was slightly above breakeven. I added outside expertise using gig economy tactics to immediately improve finance, accounting, marketing, and online operations while crafting a comprehensive strategic plan to support profitable growth in FY 2019. Led young and inexperienced team through the conversion of ERP from QuickBooks to NetSuite, setting up the company's first ever outside audit, completed a review, design, and implementation of Warehouse Management System software, completed execution of Lokad replenishment system software improving inventory turn on Amazon from 2.3 to 3.9. Successfully managed difficult cash flow issues while discovering and eliminating over \$2.5 million of aged inventory. Re-wrote marketing guides and objectives to gain vendor marketing dollars implemented regimented vendor terms and conditions metrics, advertising reporting, and began process of monthly financial closings, performed procedures in the ever-changing Amazon landscape delivering industry-leading ACoS of 1.60%, and ROAS of up to 33:1 utilizing a disciplined four-step brand engagement process, and negotiated additional brand exclusives on Amazon, beginning with Cotopaxi. Completed a three-year strategic plan focusing on partnering with select brands with the promise to deliver 35% revenue growth combined with double-digit EBITDA. As a result of this work, secured a new 3 -year ABL credit facility with Bank of America 5x larger than the existing line.

SafeRock Los Angeles, CA

2017 - Present

SafeRock is privately-held global analytics and strategy firm that advises the preeminent US and international companies to improve company value and efficiency. With offices in New York City, Los Angeles, and Dubai, the firm provides strategy, analytics, and big data solutions. The primary focus is on improving customer engagement and shareholder value. SafeRock licenses its 'Best in Class' SaaS analytics software to retailers and brands. This system improves merchandising and marketing ROI for online and retail companies.

Principal

Responsible for creating strategies utilizing analytics creating competitive advantages to leading retailers and brands worldwide. I drove the group to a new partnership with Retail at Google, and we can now deliver real-time information to clients in a seamless, automated fashion and increase transactions to their websites and all or select individual stores. This integration of the enormous web analytic capabilities of Google combined with SafeRock's inventory analysis platform, and strategic retail capabilities give retailers a fundamentally differentiated competitive edge.

RLH Equity Partners / Total Woman Gym and Spa Los Angeles / Rancho Bernardo, CA

2015 - 2017

Privately held \$30 million fifteen-club chain offering fitness gyms, personal training, nutritional advice, and complete spa services to clients who view health and fitness as an essential part of their lives.

Chief Executive Officer

Began as the private equity representative in charge of a financially challenged fifteen-club chain. Assumed CEO role in March 2016 and recruited new CFO, VP-Marketing, Controller, and HR Director in turnaround drive to improve sales and profitability immediately. Improved EBITDA 9.3%, along with Club membership 3.3% while eliminating multiple layers of discounted membership pricing, reinforcing the brand experience, implementing strict payroll controls, and negotiating new occupancy agreements on 26% of the chain while leading the opening of a new Club in the LA region's best shopping center.

Sport Chalet, Inc. / Sport Chalet, LLC
La Cañada, CA

1997 - 2015

Founded in 1959 to cater to the needs of serious sports enthusiasts, Sport Chalet (the "Company") established its reputation as a leading innovator and year-round specialty retailer of high-end merchandise and technical services. The Company operated 55 full-service stores in California, Nevada, and Arizona, in addition to a substantial online presence, offering a wide array of products and more than 50 services to customers, including backpacking canyoneering and kayaking instruction; custom golf club fitting and repair; ski and snowboard rental and repair; SCUBA training, certification and boat charters; team sales; racquet stringing; and bicycle tune-up and repair, and a full service Team Sales division. The Company was the largest Scuba retailer in the world.

Sport Chalet was publicly-traded on NASDAQ until it was sold to Vestis Retail Group, a unit of Versa Capital Management, LLC in August, 2014 with the intention of integrating the Company with its other sporting goods retail holdings, Eastern Mountain Sports and Bob's Stores, creating one of the largest sports retail chains in the US with \$800 million in revenue. Sport Chalet employed a staff of 3,000 "Experts" at the end of 2014.

Chief Executive Officer

2014 - 2015

Following a successful sale process, provided transitional leadership under the terms of the sale agreement and led Sport Chalet through an aggressive, post-merger integration plan across all functional areas of the Company, including IT conversion to single source ERP, along with consolidation of finance, accounting, human resources, and online systems ahead of schedule and below budget.

Chairman, President and Chief Executive Officer

1999 - 2014

President and Chief Executive Officer from August 1999 to 2001, title of Chairman added in 2001, responsibilities held until the sale of Sport Chalet. Developed comprehensive approach to creating a world-class customer experience by diversifying product mix and positioning the brand as a year-round specialty provider of high-end merchandise and technical services, creating clear and differentiated second-to-none retail experience, generating consecutive years of record growth in revenues and profitability.

Strategic Initiatives:

- Instituted a five-year strategic planning process that resulted in an ERP system, a new POS system, new mobile and online platforms, and a scalable CRM program that ultimately grew to 2.7 million members.
- Restructured the Board over 3 years to add expertise in online, finance, real estate and operations, digital marketing, and corporate governance for improved strategic guidance.
- Engineered and opened a 325,000 sq. ft. distribution center and grew retail store count from 18 to 55.
- Purchased Bassco Sporting Goods, a full-service team dealer, to serve high school, collegiate, and professional athletic teams, including San Diego State, Pepperdine, CSUN, USC, the NHL, and the Los Angeles Angels.
- Rebranded Company as home of "The Experts," supported by intensive employee training.
- Hyperlocalized each store through micro-marketing and merchandising platform. Established control of Company's online brand through an internally operated and managed website, SportChalet.com and its mobile version.
- Partnered with Gensler Architects to conceptualize and build "NextGen" store prototype in downtown Los Angeles as the physical manifestation of the Sport Chalet online experience.

- Retained Deloitte in 2013 to conduct a strategic review and confirm Company approach of 360 degree multi-channel engagement featuring real time online inventory look-up from mobile devices, shared inventory across all platforms, in-store fulfillment of online orders, same day delivery options, personalized marketing, Team Sales microsite creation, and the implementation of in-store mobile tablets.

Financial Accomplishments:

- Transitioned Sport Chalet from a family managed/controlled enterprise to a publicly traded company.
- Developed and implemented a recapitalization plan in 2006 facilitating the orderly transition of control from the Company's Founder.
- Highest fiscal year profitability: Net income of \$7.1 million on revenues of \$388.2 million (FYE 2007).
- Highest fiscal year revenues: \$402.5 million (FYE 2008).
- Most profitable publicly traded retail sporting goods chain in U.S. on a per store basis.

Post-Recession Milestones:

- Negotiated forbearance arrangements with lead bank, Bank of America, on two occasions within 47 days, and satisfied all covenants (2009).
- Negotiated substantial support as well as extended payments with all of Company's 1,000+ vendors by establishing a structured, weekly communication protocol.
- Worked closely with NASDAQ to maintain public company listing requirements.
- Negotiated rent concessions of \$30.7 million over first five years, \$61.4 million over 15 years and reduced overall operating costs by \$7.2 million annually while closing underperforming locations.
- Lobbied the Administration and Congress to pass the Net Operating Loss Carryback Act, earning the Company a \$10 million federal tax refund.
- Launched a process to evaluate strategic options for Sport Chalet in late-2013, ultimately leading to the sale of the Company to Versa Capital in August of 2014. Activities Included:
 - Retained an investment banker, engaging with 70 potential strategic, financial and technology partners in the US, Asia/Pacific and Europe.
 - Developed and presented a strategic plan to integrate Sport Chalet, Eastern Mountain Sports, and Bob's Stores for Versa Capital.
 - Completed sale to Versa Capital within 46 days, winning more than 90 percent approval from shareholders, as well as Bank of America.
 - Secured and closed \$15 million secondary financing on the same day to ensure Versa deal closure.

Honors and Awards:

- Twice named one of America's 200 Best Small Companies by *Forbes* Magazine.
- Ranked most desirable/respected retailer in the country, according to Kanbay Research Institute, based on how well retailers delivered against consumer's needs and desires (2007).
- New concept NextGen store earned International Council of Shopping Center's Silver Retail Design Award in 2013, the Company's leading store in comp sales and four-wall contribution growth.
- Earned *Retail Info Systems News* Fusion Award for achieving cross-channel excellence by fusing technology solutions with business strategy (2014).
- Earned Best Online Customer Experience Award from MarketLive (2015).

President and Chief Operating Officer

1997 - 1999

Recruited by Sport Chalet Founder and Chairman Norbert Olberz to professionalize management and operations and grow the Company. Elected to the Board of Directors in 1998. Accomplishments and milestones during this period included:

- Instituted strategic planning process with Board of Directors to position Company for growth and increased profitability, increasing annual revenues, profits, and EPS to record levels of \$154.6 million, \$5.4 million, and 80 cents (vs. 49 cents), respectively, for FYE 1999.
- Revamped every major functional area, including: merchandising, real estate, store operations, human resources, finance/budgeting and forecasting, information systems and marketing/advertising, including key management hires at all levels of the Company, all while remaining sensitive to the then 40-year family culture and traditions of the enterprise.
- As one of three launch partners of GSI Commerce, Sport Chalet was the first amongst its peer group to establish an online retail presence.

The Sports Authority, Inc.
Ft. Lauderdale, FL

1992 - 1997

At the time, The Sports Authority was a leading US sporting goods chain owned by K-Mart Corp. During the period 1992 to 1997, annual revenues and store count grew from \$236 million and 36 locations to \$1.5 billion and 168 sites, respectively. The Company was the first full-line sports retailer to achieve \$1 billion in annual revenues, expand to international markets, and one of the first to go public on the NYSE.

Vice President, Store Operations

1996 - 1997

Served as Project Manager for TSA-2000, a store re-engineering process that revamped systems, processes, and procedures to create substantially less tasking on the sales floor, which freed sales associates to sell. Reconfigured store management structure to support selling and merchandising. Served on Executive Logistics Committee, which designed and implemented Company's first Regional Distribution Center while achieving record payroll productivity.

Director, Store Operations

1995 - 1996

Responsible for managing processes of front and back end operations for all stores, including execution of standard operating procedures and store budgeting.

Divisional Merchandising Manager

1992 - 1995

Responsible for three buying groups that purchased five merchandise departments: camping, water sports, fishing, marine and hunting. Total sales responsibility exceeded \$220 million annually.

BOARD OF DIRECTORS

- **Lola Getts** **2017 - Present**
Serving as Lead Director for this premium activewear brand and data aggregator focused exclusively on the woman who wears size 14 and larger. Key clients include Nordstrom, Dia & Co, and Lady Foot Locker. Secured \$400,000 in equity investment plus \$1.3 million in working capital in FY 2018 as brand increased YOY revenue by 9x.
- **Virco Manufacturing Corp. (Nasdaq:VIRC)** **2016 - Present**
The nation's leading manufacturer and supplier of furniture and equipment for K-12 schools.

- **Los Angeles Sports & Entertainment Commission, Executive Committee** 2005 – Present
- **Southern California Committee for the Olympic Games/LA Sports Council** 2005 – Present
- **National Retail Federation** 2012 - 2016

ADVISORY ROLES

Advising companies on the use of game-changing technology to leverage their brands and increase ability to disrupt the marketplace.

- **Bauerfeind USA** 2016 - Present
Subsidiary of German parent company focused on innovative design and manufacture of orthopedic and compression products worn by the German Olympic team since 2001.
- **Percolata Corporation** 2015 - Present
Provider of web-based labor scheduling software.
- **KitOrder** 2015 - Present
a microsite web curation tool that serves specific online content to individual clients.

EDUCATION

University of Kansas 1976 – 1982
Lawrence, KS

- MBA, 1984
- Bachelor of General Studies, 1982

University of California, Irvine

- Certificate in Public Company Governance, 2007



LOUISE OLIVER, REGIONAL OPERATIONS OFFICER AND DIRECTOR, GOVERNMENT/COMMUNITY BASED CONTRACT DIVISION

EDUCATION / TRAINING

Government Procurement and Contract Administration Training

Construction Cost Estimating Training

Planner-Estimator Training

Federal Leadership Development Training, Merchant Marine Academy

Real Property Management & Facilities Management Training, BOMI

WORK EXPERIENCE

Executive Staff, Goodwill Industries Southern California, 1999 - Present

Deputy Director, U.S. General Services Administration

Field Office Manager, U.S. General Services Administration

Assistant Field Office Manager, U.S. General Services Administration

AFFILIATIONS

Federal Executive Board, Past Chairman

Valley Industry & Commerce Association, San Fernando Valley

Century Housing Corporation, Immediate Past Board President

Salvation Army, Advisory Board Member

U.S. Veterans Initiative, Advisory Council

Combined Federal Campaign, Past Chair

CERTIFICATES HELD

Building Owners & Managers Institute International

Real Property Administration (BOMI)

Facilities Management Administrator (BOMI)

Since early 1999, Ms. Oliver has held an executive staff position with Goodwill Industries Southern California. As Regional Operations Officer she supports Goodwill's workforce and career development, human resources, retail clearance center, industrial services, and facility management operations in the San Fernando Valley. As Director of Government/Community Based Contracts she manages numerous janitorial, clerical and commissary contracts with Government agencies throughout Southern California.

Following are brief summations of Ms. Oliver's capabilities as they pertain to actual work history accomplishments:

- She currently directs a staff of 130+ employees. And most recently managed the \$4.7M total renovation of Goodwill's 52-year old San Fernando Valley Campus.

- Until her retirement in 1997, Ms. Oliver served as Deputy Director of the GSA's Public Building Service – LA Service Center, Property Management Division where she was responsible for the management of a major portion of the Government's real property assets throughout Southern California, including 50 federal buildings and courthouses as well as 200 leased government offices, totaling more than 9 million square feet of space with an annual budget of \$30M, and held an unlimited contracting officer warrant.

- Her background in the property management field included managing employees and contractors in custodial, mechanical, landscaping, grounds maintenance, repair and alteration, design and construction, real estate, JWOD/NISH contracts, cafeteria and concession programs, customer relations and administrative services.

- While with the GSA she was also a local leader on family workplace initiatives, launching four childcare centers, as well as telecommute centers, and health and fitness facilities. She led GSA's recovery efforts to restore federal facilities following the 1994 earthquake, and she was GSA's representative to the 1984 Los Angeles Olympics.



EDUCATION / TRAINING

Bachelor of Arts, Economics,
California State University – Long
Beach

Facilities Management Certification
– University of California Riverside

WORK EXPERIENCE

Senior Program Manager, Goodwill
of Southern California, 1996 –
Present

Commissary Project Manager, Los
Angeles Air Force Base, 1996 - 1999

ADDITIONAL TRAINING

SourceAmerica Training:

PR-3 Pricing

Wage Determination

Barracks Management I

Barracks Management II

Total Facility Management

ADDITIONAL SKILLS

Fluent in Spanish

CARLOS CHALI, SENIOR PROGRAM MANAGER

Mr. Chali has over 18 years of experience in the Custodial Management field. He has worked in the Municipal, State and Federal arenas.

He has extensive knowledge of, and experience with PR3 and Federal Acquisition Regulations, and has received extensive training in TFM and Facilities Management. - He has experience with the pricing and execution of Federal, State and Municipal contracts

Following is a brief summary of Mr. Chali's capabilities as they pertain to actual work history accomplishments:

He has experience managing a \$4.5M department for a regional non-profit organization, providing full range of property operation services: custodial, landscaping, mail room, administrative, including health care housekeeping services, and managing a staff of over 100 workers, with emphasis on employment of persons with severe disabilities.

He has extensive knowledge of the commensurate wages compensation system, productivity measurement, and federal compliance.



EDUCATION / TRAINING

Colegio Profesional Maria Auxiliadora,
Granada, Nicaragua

WORK EXPERIENCE

Project Manager, LA County DPW
Janitorial contract. 2014-present

Asst Project Manager, Los Angeles Air
Force Base contract, Goodwill Southern
California, 2009 – Present

Asst Project Manager, Los Angeles Air
Force Base, E.C. London & Associates,
2005-2009

QC & Admin, Los Angeles Air Force
Base, Integrity Management &
Associates, 2000-2005

ADDITIONAL TRAINING

Quality Assurance Evaluation Training

ADDITIONAL SKILLS

Fluent in Spanish

**CLAUDIA GONZALEZ,
PROJECT MANAGER – LA COUNTY DPW
CONTRACT 2014-PA034**

Ms. Gonzalez has over 19 years of experience in the Custodial Management field, in government contracts; for the past 5 years she has managed the LA County Department of Public Works Janitorial Services contract, leading a team of over 20 workers covering 54 DPW work sites. Prior to that she was Assistant Project Manager at the Los Angeles Air Force Base, where she, along with the Project Manager, was responsible for the operation of a \$1.3 million custodial contact in El Segundo and a satellite operation at Fort MacArthur in San Pedro.

Prior to joining Goodwill Southern California 10 years ago, she held the same position at the Los Angeles Air Force Base for 2 other commercial contractors, Integrity Management Services and E.C. London & Associates.

In this role, she was responsible for assisting in the project management of these multi-building, multi-campus military and medical facilities, quality control, safety, scheduling, and managing and supervising a workforce of over 20 employees.



EDUCATION / TRAINING

Associates of Electronics Technology,
Skadron College of Business, San
Bernardino, CA

WORK EXPERIENCE

Area Project Manager, Goodwill of
Southern California, 2006 – Present

Facility Manager, Goodwill of Southern
California, 2000 – 2006

Maintenance Manager, Crazy Shirts,
Inc., 1999 – 2000

Director of Maintenance, Apple Valley
Care Center, 1993 - 1999

LICENSES & CERTIFICATIONS

C-27 (Landscape) Contractor's License

D-63 (Construction Cleanup)
Contractor's License

Certified Pesticide Applicator Certificate
#127689

GARRICK HULLON, AREA PROJECT MANAGER

Mr. Hullon has over 21 years of experience in management of Janitorial and Landscaping contracts in the Federal, Municipal and Private Sector arenas.

Following are brief summations of Mr. Hullon's capabilities as they pertain to actual work history accomplishments:

- He has been responsible for the upkeep of retail stores and donation centers in San Bernardino and Riverside Counties.
- He has been responsible for the janitorial and landscaping operations for the San Bernardino Campus as well as a 54 unit HUD apartment complex.
- He has experience in facilities maintenance and equipment repair, and has developed and administered preventative and predictive maintenance guidelines along with maintenance schedules for all equipment and machinery.
- He has experience in plumbing, electrical & HVAC in a health care setting,
- He has experience with yearly budgets including capital construction projects.



EDUCATION / TRAINING

SourceAmerica Certification
Training, Custodial University

SourceAmerica Project Management

WORK EXPERIENCE

Area Program Manager, Goodwill
Southern California, 2009 – Present

Commissary Project Manager, Los
Angeles Air Force Base, 2004 –
2009

Commissary Assistant Project
Manager, Los Angeles Air Force
Base, 2000 – 2004

Commissary Supervisor/Order
Writer, Los Angeles Air Force Base,
1998 – 2000

Commissary Material Handler,
Stocker, Custodian, Los Angeles Air
Force Base, 1994 – 1998

Supervisor, Warehouse-Material
Handler, Goodwill Southern
California, Video/Electronics Dept,
1990 - 1994

ADDITIONAL TRAINING

Management Training

Materials Management Training

First Aid CRP Certified

FREDDY RIVERA, AREA PROJECT MANAGER

Mr. Rivera's 24 year career with Goodwill Southern California Chali has afforded him a broad range of experience in the fields of Custodial Management, Warehouse Operations, Stocking, and Supply Chain operations.

In his role as Area Project Manager, he is responsible for three large Federal contracts, as well as several small commercial contracts.

He oversees the Project Managers at the Los Angeles Air Force Base and the Vandenberg Air Force Base, as well as managing the Los Angeles Air Force Commissary. His area responsibility also previously included the Port Hueneme Naval Base Commissary, in Oxnard.

He is responsible for \$3.1 million in federal contracts, with over 65 workers, including persons with severe disabilities providing warehousing, stocking, and custodial services for multi-building, multi-campus sites encompassing military offices, warehouses, industrial, healthcare, childcare and youth centers.

He has extensive knowledge of the commensurate wages compensation system, productivity measurement, and federal compliance.



BOBBY J. JOSEPH

PROJECT MANAGER

LOS ANGELES AIR FORCE BASE

EDUCATION / TRAINING

International Executive Housekeeping Association

Certification - Medical Facility Service Contract Operations

Quality Assurance Evaluation Training, Phases I, II, and III

Training Course in Pest Control, Chemical Control, Waste Management, Microbiology, Security & Safety and Laundry & Linen Service for Medical Facilities.

Adult, Child and Infant CPR

WORK EXPERIENCE

Project Manager, Goodwill Southern California, Los Angeles Air Force Base, 2009 – present

Project Manager, QC/Safety Manager, E.C. London & Associates, Los Angeles Air Force Base, 2005 – 2009

Project Manager, QC/Safety Manager, Integrity Management Services, Los Angeles Air Force Base, 2001 – 2005

Project Manager, QC/Safety Manager, Superior Services Corp, Los Angeles AFB 2000 - 2001

Civil Engineering QAE/Construction Inspector, Caltech Services Corp., Los Angeles Air Force Base 1995 - 2000

Project Manager, QC/Safety Manager, Morton Janitorial Corp., Victorville, CA 1991 - 1995

Since January 2009, Mr. Joseph has held the position of Project Manager with Goodwill Southern California. As Project Manager, Mr. Joseph is responsible for the operation of the \$1.3 million custodial contract for the Los Angeles Air Force Base in El Segundo California, and the Air Force's satellite operation at Fort MacArthur, San Pedro, California.

Prior to joining Goodwill Southern California, Mr. Joseph held the same position at the Los Angeles Air Force Base for 3 other commercial contractors, Superior Services, Integrity Management Services, and E.C. London & Associates.

In this role, he has been responsible for project management of multi-building, multi-campus military and medical facilities, quality control, safety, labor union relations, scheduling, and managing and supervising a workforce which includes employees with severe disabilities.

In addition, he has 4 years' experience as a Civil Engineering QAE and Construction Inspector.



WORK EXPERIENCE

Quality Control Manager, Goodwill Industries of Southern California, 1998 – present

Administrative Assistant, Goodwill Industries of Southern California, 1997 – 1998

United States Postal Service, 1998 – 1999

Nurse's Attendant, County of Los Angeles, 1990 - 1997

ADDITIONAL SKILLS

Quality Control

Microsoft Office

Recognized by SourceAmerica for establishing the Los Angeles IRS Mail Room operation as a Center of Excellence

LOWENA DIANE HAWES, CONTRACT SUPERVISOR AND QUALITY CONTROL MANAGER

Ms. Hawes has 11 years of experience in the field of contract administration. She has worked in both the Federal and Private Sector arenas.

Following are brief summations of Ms. Hawes' capabilities as they pertain to actual work history accomplishments:

- She is the Quality Control Manager for the Goodwill Industries' contract at Los Angeles Air Force Base, she manages the Los Angeles IRS Mail Room contract, and is also responsible for project development and contract support.

- She has 4 years of administrative support background from data entry to purchasing, payroll to accounts receivable and payable.



Tab 5d

BUILDING & CUSTODIAL SERVICES DEPT MANAGEMENT

Louise Oliver, Director, Contract Services Division, 25 years' prior experience with GSA as Director of Real Property Operations in Southern California and currently 19 years' experience with Goodwill. In GSA she was responsible for total facility management of federal buildings, federal courthouses, and multi-building campuses, throughout Southern California.

Carlos Chali, Associate Director, Contract Services Division, 28 years' experience performing and/or directing complete range of janitorial and commissary operations for federal, state, local government and commercial properties, including high-rise and single story office space, military, industrial, commercial, retail, and warehouse spaces, with extensive experience and expertise in floor care.

Freddy Rivera, Area Project Manager, 25 years' experience performing and/or managing complete range of janitorial and commissary operations for federal properties, including high-rise and single story office, military, commercial, and warehouse spaces.

Bobby Joseph, Project Manager, 37 years' experience performing and/or managing complete range of janitorial operations for federal properties, including high-rise and single story office, military, including clinical, childcare and fitness centers.

Claudia Gonzalez, Project Manager with 25 years' experience performing and/or managing a complete range of janitorial operations for government properties, including high-rise and single story office buildings on a military base, including clinical, childcare and fitness centers, on multi-campus's with multiple buildings.

Garrick Hullon, Area Project Manager, 21 years' facilities management experience responsible for managing in-house and contracted electrical, plumbing, and property management services including custodial and grounds maintenance of Goodwill's Regional Office in San Bernardino, and Inland Empire area. He holds both State of California C-27 and D-63 Contractor licenses.

Sam Fernandez, Project Manager, Vandenberg Air Force Base, 3 years' experience managing complete range of janitorial operations for federal properties, including high-rise and single story office buildings on a military base, including clinical, childcare and fitness centers, multiple buildings over 26 mile long military base.

Matthew Mata, Assistant Project Manager, has been with Goodwill for the past 14 years, and 4 years' experience managing our janitorial contracts with the County of Los Angeles.



LoWena Hawes, Project Development, Contract Support and QC Manager, 19 years' experience in contract administration and management of custodial, warehouse and mailroom operations, with special expertise in quality assurance programs.

In addition, we have 6 Custodial Supervisors with combined 90+ years' janitorial maintenance and management experience: **August Reyes, Carlton Thomas, Alfonso Farias, Daphne Harris, Juan Sequeria and Denise Boni.**





Minimum Mandatory Requirements

Goodwill Industries of Southern California (GSC) meets all minimum mandatory requirements detailed in RFP BRC0000541, Part 1, Section 1, Paragraph B.

1. GSC has over 10 years of experience, within the past 10 years, performing janitorial services for public institutions and servicing multiple locations per job.
2. GSC's Project Manager assigned to these services has 19 years of experience supervising janitorial staff in contracts with multiple locations.
3. GSC exceeds the minimum number of full time equivalent staff and the mandatory minimum hours required for County Airports Janitorial Service. GSC is currently performing these services at the 5 worksites specified in the RFP, with 9 FTE.



MULTIPLE SITE EXPERIENCE

Goodwill Southern California has extensive experience performing service contracts with multiple locations, as described below:

Janitorial Services

Contract Value: \$1.6 million annual
Performance Period: 2014-present
Customer: LA County Dept of Public Works
Service Locations: 59 Department of Public Works sites located throughout Los Angeles County

Janitorial Services

Contract Value: \$2.0 million annual
Performance Period: 2009-present
Customer: U.S. Air Force
Service Locations: Los Angeles Air Force Base, El Segundo, and the satellite facility at Ft MacArthur in San Pedro, consisting of 1.5 million square feet of cleanable space in 34 buildings.

Janitorial Services

Contract Value: \$1.64 million annual
Performance Period: 2013-present
Customer: U.S. Air Force
Service Locations: Vandenberg Air Force Base in Lompoc, CA, consisting of 41 buildings over this 225 square mile military base.

Janitorial Services

Contract Value: \$700,000 annual
Performance Period: 1998-present
Customer: U.S. Army Corps of Engineers
Service Locations: Army Reserve sites with multiple buildings in City of Bell, Garden Grove, West Los Angeles, Sherman Oaks, and Van Nuys

COUNTY OF LOS ANGELES
LIVING WAGE PROGRAM
STAFFING PLAN



| | |
|-----------------|---|
| COMPANY NAME | Goodwill Industries of Southern California |
| COMPANY ADDRESS | 342 N. San Fernando Road, Los Angeles, CA 90031 |
| PROJECT | BRC0000541 (County Airports) |
| DEPARTMENT NAME | Department of Public Works |

[Empty Box]

| CONTRACT GROUP | FACILITY OR LOCATION | EMPLOYEE NAME | POSITION TITLE | ROVER(S) (Back ups) | WORK SCHEDULE | HOURS WORKED PER DAY | FULL TIME/ PART TIME | HOURLY RATE | HOURS | | | | | | | COUNTY TOTAL HRS | TRAVEL TOTAL HRS | TOTAL HRS | HIRE DATE | TERMINATION DATE | |
|----------------|---------------------------------------|---------------------|----------------|------------------------|----------------|----------------------|-------------------------|-------------|-------|------|-----|------|-----|-----|-----|------------------|------------------|-----------|-----------|------------------|--|
| | | | | | | | | | MON. | TUES | WED | THUR | FRI | SAT | SUN | | | | | | |
| 79139 | Brackett Field Airport (POC) | Brown, Sammie | Custodial | Y | 8:00pm-9:00pm | 1 | FT | 18.86 | | 1 | 1 | | 1 | 1 | 1 | | 5 | 4 | 9 | 11/9/2023 | |
| 79139 | San Gabriel Valley Airport (EMT) | | | | 9:00pm-10:00pm | 1 | | | | 1 | 1 | | 1 | 1 | 1 | | 5 | 4 | 9 | | |
| 79139 | Compton/Woodley Airport | | | | 7:00pm-8:00pm | 1 | | | | 1 | 1 | | 1 | 1 | 1 | | 5 | 4 | 9 | | |
| 79139 | Whiteman Airport (WHP) | | | | 5:00pm- 6:00pm | 1 | | | | 1 | 1 | | 1 | 1 | 1 | | 5 | 4 | 9 | | |
| | | | | | | 4 | | | | 0 | 4 | 4 | 0 | 4 | 4 | 4 | 20 | 16 | 36 | | |
| 79139 | Brackett Field Airport (POC) | Castillo, Aldo | Custodial | Y | 8:00pm-9:00pm | 1 | FT | 18.86 | 1 | | | 1 | 1 | 1 | 1 | | 5 | 4 | 9 | 9/23/2024 | |
| 79139 | San Gabriel Valley Airport (EMT) | | | | 9:00pm-10:00pm | 1 | | | 1 | | | 1 | 1 | 1 | 1 | | 5 | 4 | 9 | | |
| 79139 | Compton/Woodley Airport | | | | 7:00pm-8:00pm | 1 | | | 1 | | | 1 | 1 | 1 | 1 | | 5 | 4 | 9 | | |
| 79139 | Whiteman Airport (WHP) | | | | 5:00pm- 6:00pm | 1 | | | 1 | | | 1 | 1 | 1 | 1 | | 5 | 4 | 9 | | |
| | | | | | | 4 | | | | 4 | 0 | 0 | 4 | 4 | 4 | 4 | 20 | 16 | 36 | | |
| 79139 | Compton/Woodley Airport | De Herredora, Berta | Custodial | Y | 5:00pm-7:00pm | 1 | FT | 18.86 | | | | | | | | | 0 | | 0 | 3/2/2023 | |
| 79139 | General William J.Fox Air Field (WJF) | | | | 5:00pm- 6:00pm | 1 | | | | | | | 1 | 1 | 1 | | 3 | | 3 | | |
| | | | | | | 7 | | | | 0 | 0 | 0 | 0 | 1 | 1 | 1 | 3 | 0 | 3 | | |
| 79139 | General William J.Fox Air Field (WJF) | Dighero, Gina | Custodial | Y | 5:00pm-6:00pm | 1 | FT | 18.86 | 1 | 1 | 1 | 1 | | | 1 | 1 | 6 | | 6 | 4/11/2015 | |
| | | | | | | 7 | | | | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 6 | 0 | 6 | | |
| 79139 | Brackett Field Airport (POC) | Lopez, Franciso | Custodial | Y | 8:00pm-9:00pm | 1 | FT | 18.86 | 1 | 1 | 1 | 1 | | | 1 | | 5 | 4 | 9 | 7/15/2023 | |
| 79139 | San Gabriel Valley Airport (EMT) | | | | 9:00pm-10:00pm | 1 | | | 1 | 1 | 1 | 1 | | | 1 | | 5 | 4 | 9 | | |
| 79193 | Compton/Woodley Airport | | | | 7:00pm-8:00pm | 1 | | | 1 | 1 | 1 | 1 | | | 1 | | 5 | 4 | 9 | | |
| 79139 | Whiteman Airport (WHP) | | | | 5:00pm- 6:00pm | 1 | | | 1 | 1 | 1 | 1 | | | 1 | | 5 | 4 | 9 | | |
| | | | | | | 4 | | | | 4 | 4 | 4 | 4 | 0 | 4 | 0 | 20 | 16 | 36 | | |

**COUNTY OF LOS ANGELES
LIVING WAGE PROGRAM
STAFFING PLAN**



| | |
|-----------------|---|
| COMPANY NAME | Goodwill Industries of Southern California |
| COMPANY ADDRESS | 342 N. San Fernando Road, Los Angeles, CA 90031 |
| PROJECT | BRC0000541 (County Airports) |
| DEPARTMENT NAME | Department of Public Works |

| CONTRACT GROUP | FACILITY OR LOCATION | EMPLOYEE NAME | POSITION TITLE | ROVER(S) (Back ups) | WORK SCHEDULE | HOURS WORKED PER DAY | FULL TIME/ PART TIME | HOURLY RATE | HOURS | | | | | | | COUNTY TOTAL HRS | TRAVEL TOTAL HRS | TOTAL HRS | HIRE DATE | TERMINATION DATE | | |
|----------------|---------------------------------------|----------------------|----------------|------------------------|----------------|----------------------|-------------------------|-------------|-------|------|-----|------|-----|---------------------------|-----|------------------|------------------|-----------|-----------|------------------|--|--|
| | | | | | | | | | MON | TUES | WED | THUR | FRI | SAT | SUN | | | | | | | |
| 79139 | General William J.Fox Air Field (WJF) | Lima, Roberto | Custodial | Y | 5.00pm-6.00pm | 1 | FT | 18.86 | 1 | 1 | 1 | 1 | 1 | 1 | | | 6 | 2 | 8 | 11/9/2022 | | |
| | | | | | | 1 | | | 1 | 1 | 1 | 1 | 1 | 1 | 0 | | 6 | 2 | 8 | | | |
| 79139 | General William J.Fox Air Field (WJF) | Nunez Pineda, Sandra | Custodial | Y | 5.00pm- 6:00pm | 1 | FT | 18.86 | 1 | 1 | 1 | 1 | 1 | | 1 | | 6 | 2 | 8 | 4/11/2015 | | |
| | | | | | | 1 | | | 1 | 1 | 1 | 1 | 1 | 0 | 1 | | 6 | 2 | 8 | | | |
| 79139 | Brackett Field Airport (POC) | Torrez, Marlou | Custodial | Y | 8.00pm-9.00pm | 1 | FT | 18.86 | 1 | 1 | 1 | 1 | 1 | 1 | | | 6 | 4 | 10 | 7/21/2021 | | |
| 79139 | San Gabriel Valley Airport (EMT) | | | | 9.00pm-10.00pm | 1 | | | 1 | 1 | 1 | 1 | 1 | 1 | | | 6 | 4 | 10 | | | |
| 79139 | Compton/Woodley Airport | | | | 7.00pm-8.00pm | | | | 1 | 1 | 1 | 1 | 1 | 1 | | | 6 | 4 | 10 | | | |
| 79139 | Whiteman Airport (WHP) | | | | 5.00pm- 6:00pm | 1 | | | 1 | 1 | 1 | 1 | 1 | 1 | | | 6 | 4 | 10 | | | |
| | | | | | | 5 | | | 4 | 4 | 4 | 4 | 4 | 4 | 0 | | 24 | 16 | 40 | | | |
| 79139 | Floor Care#1/Lead | Sequeira, Juan | Lead Custodial | Y | as needed | 2 | FT | 23.18 | 1.5 | 1.5 | 1.5 | 1.65 | | | | | 6.15 | Varies | 6.15 | 9/26/2019 | | |
| | | | | | | 8 | | | 1.5 | 1.5 | 1.5 | 1.65 | 0 | 0 | 0 | | 6.15 | 0 | 6.15 | | | |
| 79139 | Floor Care#2/Rover | Molina, Sergio | Custodial | Y | as needed | 2 | FT | 18.86 | 1.5 | 1.5 | 1.5 | 1.65 | | | | | 6.15 | Varies | 6.15 | 11/9/2023 | | |
| | | | | | | 8 | | | 1.5 | 1.5 | 1.5 | 1.65 | 0 | 0 | 0 | | 6.15 | 0 | 6.15 | | | |
| | | | | | | | | | | | | | | Total Weekly Hours | | | 117.30 | 68 | 185.3 | | | |

WORK PLAN
LOS ANGELES COUNTY DEPARTMENT OF PUBLIC WORKS
REQUEST FOR PROPOSALS FOR
County Airports JANITORIAL SERVICES (BRC0000541)

Goodwill Southern California's Custodial and Building Services Department provides Janitorial and Landscaping services to different types of customers, including commercial buildings, local municipalities, State and Federal Government facilities. Some of our Contracts with the Federal Government date back more than 25 years, providing exceptional value and outstanding quality. We present this work plan to the Los Angeles County Department of Public Works for your consideration as part of our bid to provide Janitorial Services at your facilities throughout the County under RFP BRC0000541. As requested in the RFP, Goodwill Southern California is bidding on County Airports Janitorial Services for all 5 airports.

We propose to assign a Project Manager and an Assistant Project Manager for this contract, and we have the right candidates for these positions: Claudia Gonzalez has 24+ years of experience managing large government contracts which require the cleaning of many buildings at multiple locations; Claudia has been with Goodwill Southern California for more than 14 years. Claudia has managed the Department of Public Works project for the last 8+ years and has excellent relationships with the Facility Managers, building occupants and contracting personnel throughout the County. Our Assistant Project Manager is Matthew Mata, who has been with Goodwill for over 14 years, and for the past 4 years assigned to the County DPW contracts.

The Project Manager will be equipped with a vehicle and communication devices to stay in constant contact communication with the administrative offices as well as the custodial workers in the field. These devices include Smartphone and a laptop to be able to access e-mails containing pictures, graphics or any other type of document requiring a screen larger than the Smartphone. All staff members assigned to this project are assigned an I-phone which is used to communicate with the Project Manager, check messages from the corporate offices, log in their daily hours and approve those hours at the end of the pay period.

Our Project Manager will also be able to utilize fully equipped offices at multiple Goodwill Campuses throughout the County, for printing, video conferencing, training employees, etc. We have offices located in the San Fernando Valley-Panorama City, our Main Campus in East Los Angeles, and several WorkSource Centers throughout our geographical area.

As specified in the RFP, we are committing a minimum of 9 full time equivalent custodians to perform the required tasks in all 5 Airports (3 custodians for Brackett Field, 2 custodians for Compton/Woodley, 3 custodians for Fox Airfield, 3 custodians for San Gabirel and 3 custodians for Whiteman Airport. Please refer to the LW forms in other parts of this RFP for a total number of staff, including floor specialists, Quality Control Manager and Supervision (Project Management). Some cells in the LW forms would not allow formatting, therefore, the exact position is not spelled out in the forms, however, the number of hours for Fridays and Saturdays do show the Periodic work scheduled at each of the facilities for each of the four groups. We propose to maintain the same staff members currently assigned to this project at each of the individual facilities.

Goodwill is primarily a training agency; we get referrals from different County and City programs to train individuals in several skills. Trainees arrive at our facilities referred by different agencies, looking for an opportunity to secure a permanent job; we provide training opportunities for these members of our community and, sometimes we hire them to work in our contracts, such as will be the case, should we be selected to perform this contract. All employees working for Goodwill are required to always wear a company-issued Identification badge while working for Goodwill in any of our locations.

Our Custodians are trained in all the different aspects of Janitorial Services, including restroom cleaning, vacuuming, high and low dusting, breakroom cleaning and cleaning of public areas. We will also be assigning to this project a crew 2.5 FTE special workers to perform "periodic work" (weeklies, monthlies, quarterlies, etc). This crew has been extensively trained and has experience in carpet care (including bonnet cleaning, as well as the extraction method for cleaning carpets), stripping and refinishing floors, scrubbing floors and grout, buffing floors, and window cleaning (interior and exterior). The Specialty Crew will move from building to building performing those periodic tasks described in the contract.

Societal expectations have evolved in the last decade; the importance of a clean facility has remained, but a premium is now also placed on sustainability. Therefore, the Cleaning Industry is changing to meet these expectations; we now use green products, such as strippers and waxes, we do not fully strip as often as we used to, unless required by the customer. When we strip VCT floors, we use green strippers that are less harmful to the environment, and we acquire floor finishes that will last longer between stripping. And the green daily cleaning products we use do not harm the environment or the floor finish.

Our Project Manager will create a schedule for each individual Custodian which will take into account the geographical area where the work needs to be performed, the frequency required by the Statement of Work for each facility, and the area where the Custodian resides. We have some employees who will work for this County project, in addition to working at other facilities for Goodwill. We are quite knowledgeable of the different rates of pay and how those need to be shown on the payroll report submitted monthly to the County. Any differences in pay and application of labor laws are always resolved in favor of the employee, and the County is

provided proof of how those wages are paid. Our certified payrolls have been subject to the County's Annual Compliance Review during the past 8+ years.

Our Project Manager will prepare a list of supplies and equipment necessary to perform the requirements in this contract and will submit to the Executive Assistant in charge of ordering supplies who will fulfill the equipment and supplies needs, ensuring timely delivery of supplies where required.

The Project Manager and their Assistant will make visits to different buildings each day, inspecting for quality and reporting to the County's Facility Managers to obtain formal Customer Survey Forms which will be utilized to continually improve our processes. In addition to the Project Manager's on-going check for quality performance, our Quality Assurance Manager will make unannounced visits to the different facilities to prepare independent and objective reports to present to the Senior Program Manager and the Department Director.

Our Quality Control Plan is cloud-based, using OrangeQC software to create, fill out, and store Quality Control forms in the cloud. Customers (if they choose to do so) can view inspections on the Web as soon as they are uploaded to the cloud by the inspector. Weekly and Monthly inspection reports are reviewed by the Senior Program Manager and analyzed by the Quality Control Manager and OrangeQC analytics looking for trends and opportunities for improvements. A full Quality Control Plan will be submitted to the County upon award of the Contract.

Goodwill Southern California understands that unforeseen circumstances will cause our employees to miss days, due to illness or personal reasons, and we are prepared to deal with such absences by utilizing "floaters," who will be shared by this and other contracts to fulfill our contractual obligations.

Goodwill Southern California also has in place an Emergency Preparedness Plan to deal with natural disasters and other catastrophic emergencies. As we have employees working throughout the Counties of Los Angeles, San Bernardino, Riverside, and Santa Barbara, we have the ability to reassign workers from unaffected areas to temporarily fulfill our contract obligations in impacted areas.

Goodwill Southern California will assign as many or as few buildings as necessary to provide the Custodians with a full time job for those who want a full time employment. It is worth mentioning that some employees prefer part time work due to family commitments and we accommodate those workers when prudent and possible. We attempt to do this in all of our contracts, whether or not required by the customer agency.

We treat our Custodians with dignity and respect by paying for up to two weeks' vacation, and other benefits beyond those required by Labor Laws. We are a socially responsible non-profit Agency and all of our executives and staff live by our values of Respect, Integrity, Service and Excellence. By providing benefits and a pleasant and rewarding work environment for our

employees, they reward us with their best work which can be seen in clean facilities and satisfied customers.

Goodwill Southern California has been providing Custodial Services for the last 8+ years to the County with very high marks for reliability, quality and value. We hope to be selected for any or all of these four groups specified in this RFP and look forward to continuing to provide our services to the County and provide our employees with quality, rewarding jobs.

Attached are staffing plans for the County Airports, showing planned assignments of the employees currently working on the County contract.

Sample

Quality Control Plan

**Los Angeles County
Department of Public Works**

Date Presented: January 7, 2025

Presented by: Louise Oliver, Director

Contractor: Goodwill Industries of Southern California

Site: County-Owned Airports, RFP BRC0000541

Service: Janitorial

Reviewed and Accepted By

Procuring Agency Representative: _____

Title: _____

Date Accepted: _____

| Date | Contract # | Title |
|-----------------|-------------|------------------------------|
| January 2025 | BRC 0000541 | Janitorial Services Contract |
| | | |

QUALITY CONTROL PROGRAM

General

Goodwill Industries of Southern California's Quality Policy:

Goodwill Southern California. is committed to accomplishing the custodial services at the L.A. County Public Works locations with the objective of satisfying or exceeding the standards specified in the Performance Work Statement and to continually strive to satisfy and exceed the expectations of our internal and external customers.

We have the full support of our Board of Directors, our management team, our staff, and our employees. These team members further realize that they must integrate their efforts to support the mission of Goodwill Southern California. We envision that, to be successful, all team members must view quality as a continuous process. This requires the involvement of all persons associated both directly and indirectly and so value is added throughout the process for all our customers.

Service Delivery

We realize that quality is not the end product, but it is rather the process of providing service that positively enhances the environments at the facilities we serve. We, therefore, ensure Service Delivery in accordance to requirements (contractual, the Statement of Work (SOW), and other requirements) by Periodic reviews of requirements, maintaining an up-to-date staffing plan, detailed work schedules for periodic and regular activities; training programs; quality control; equipment maintenance and contingency plans; customer and internal communications; and record keeping. In addition, we have highlighted four key areas within our agency for continual improvement.

- (1) Human Resources
- (2) Technical Knowledge
- (3) Administrative Support
- (4) Quality Program Management

Part 1: Human Resources

Human Resources involve the processes of job and position analysis, candidate selection, initial training, placement, employee evaluation, and continuous improvement training. Our agency conducts a thorough job analysis for each position involved in the actual performance of the service being provided. Using this analysis, we seek to obtain the most qualified individuals for project managers and on-site supervisors. All employees directly involved in the performance of this service will be evaluated individually and as part of a team to continually identify areas for improvement.

Part 2: Technical Knowledge

Management at Goodwill realizes that all persons involved directly or indirectly in the performance of this service will need to possess and demonstrate appropriate levels of technical knowledge. Our on-site management must also possess and demonstrate technical knowledge in various fields as well as certain levels of supervisory and management skills. Each supervisor and manager will be evaluated, and their level of skills assessed. All on site employees shall also receive training in accordance with Goodwill Southern California's Work Practice and Safety Training Procedure.

Part 3: Administrative Support

Administrative support involves all personnel within our agency not directly responsible for providing services at this project site. Meetings, as well as job coaching, will be administered so that all personnel in the various functions understand how their job tasks relate to the success of the service being provided.

Part 4: Quality Program Management

A. Communications:

I. Management Team Contact List

Goodwill Southern California's Project Management Contact List form will be maintained in the Project Binder. This will be updated whenever there is a change in the designated management team or before the management person is assigned on site. The addresses and appropriate phone numbers are provided for all staff. Whenever required by the SOW, resumes will be provided documenting the previous work history and experience of the proposed on-site supervisors and/or project managers. When there is a change in authorized personnel, the new authorized list shall be provided to the appropriate County personnel within five (5) working days.

II. Customer Meetings

Either party may request the introduction of regular meetings (scheduled) to discuss contract performance issues. These communications meetings can be tailored to address such items as; 1) progress in correcting contract short falls/deficiencies; 2) proposed changes in the SOW; 3) clarification of standards and performance; 4) Quality Control Inspector oversight issues; 5) administrative support and other issues relevant to the contract. Agenda topics should be developed prior to the Communications Meeting. Written minutes will be provided to all participants.

III. Customer Contact List

A Customer Contact List will be maintained in the Project Binder. The list may include, as appropriate, all customer contracting agents, quality representatives, County/DPW leadership, building tenants, etc. This will ensure that all Goodwill Southern California staff may provide timely communication to the customer as necessary.

IV. Customer Surveys

Customer Surveys will be conducted bi-annually to ensure customer satisfaction. A survey of end-user customers will be used to evaluate the quality of our customer service. The purpose of the survey is to give our customer the opportunity to rate our performance as one method of validating contract performance. Survey questions are designed to measure customer satisfaction to the following attributes:

- Quality of service
- Friendliness / courtesy of workers
- Appropriateness of cleaning schedule
- Convenience (accessibility, availability of information)
- Responsiveness (complaint handling)

If the customer offers a complaint during survey activity, an investigation will be conducted. The objective of the investigation is to determine the cause of the customer's dissatisfaction and to find solutions to improve the process or service. If warranted, a Corrective Action Request (CAR) will be issued to correct the customer complaint.

V. Customer Complaints

Customer Complaints present opportunities to improve performance and cement the relationship with the customer. The Contracting Office Representative may fill out a Corrective Action Request form or send the complaint directly to Goodwill Southern California's staff. Upon receipt of a complaint, Goodwill Southern California's staff shall fill out a Corrective Action Request (CAR) form (if not already done), determine validity, arrange for corrective action and report back to the person generating the complaint within seven (4) days. Corrective action will be completed as required and the project manager will report back to the County customer that the deficient condition has been resolved. The customer will always be afforded the opportunity to confirm satisfactory resolution by direct inspection. Customer Complaints will be maintained in the project binder for a minimum of two (2) years.

VI. Customer Service Requests

The Customer Service Request (CSR) form will be utilized to document requests from the customer that may be outside of the SOW or issues that may not be immediately resolved. Sources of requests may come from the COR or their representative, other customers or tenants, via direct customer interaction, phone calls, or e-mails. Requests deemed to be not in the contract SOW will be escalated to the contract manager for resolution. Customer Service Requests will be maintained in the project binder for a minimum of two (2) years.

VII. Non-Conforming Report (Customer Refusal of Service – No Access)

Occasionally, Goodwill Southern California may not be able to accomplish the required cleaning service in accordance to established schedules due to customer-related events, conditions, or directives. Examples of such non-serviceable occurrences include: 1) secure areas requiring customer escort when the escort is unavailable; 2) areas that have been temporarily closed off or locked out by the customer; 3) ongoing customer exercises or meetings that occupy the serviceable area. Goodwill Southern California's staff will complete a Non-Conforming Report (NCR) form for each non-serviceable event that takes place. The COR will be provided with a copy of the NCR. Goodwill Southern California's staff and the COR or their representative will mutually agree upon any corrective actions necessary resulting from NCRs. NCRs will be maintained in the project binder for a minimum of two (2) years.

B. Quality Control Inspection System

I. Authorized Quality Control Inspectors

Normally, this list will include lead workers, and project managers (the list may also include a Contract Manager and the Executive Director). This list shall be updated whenever there is turnover involving one of the inspectors or when a new person is authorized to perform quality inspections. This list shall be provided to the appropriate the COR or their representative. When there is a change in authorized personnel, the new authorized list shall be provided to the appropriate government personnel within five (5) working days.

II. Inspection Sheets

It is the intention of this Quality Control Program to identify and correct deficiencies in the quality of services before they become unacceptable or found deficient by a County inspector. The Contract will be the final authority in determining whether Quality Requirements are achieved. A Quality Control Inspection Sheet will be completed during a walk through. Over a period of one month, all facilities shall be inspected. The approved Daily Cleaning Schedule and the approved Periodic Cleaning Schedule will be used as guidance during these inspections.

Areas inspected will be clearly identified and marked **Satisfactory (S)** or **Unsatisfactory (U)**. Those areas deemed Unsatisfactory will note corrective action taken to remedy the deficiencies. If the Unsatisfactory service can be corrected immediately, the Supervisor or Quality Control Inspector will direct an employee to perform the corrective work during the inspection process. If the Unsatisfactory service cannot be performed immediately, the service will be rescheduled at the earliest possible date and re-inspected to verify satisfactory completion. Comments with completion dates shall be written in the "Remarks" section of the Quality Control

Inspection Sheet. The Unsatisfactory area(s) will be included in the next scheduled walk-through inspection.

The Project Manager (or designated alternate) to further assure quality performance of the contract's requirements will conduct additional unscheduled inspections of select areas. These inspections are to be performed at least monthly. A Quality Control Inspection Sheet is to be completed during this inspection.

Copies of all Quality Control Inspections will be uploaded to the cloud of the Quality Control Software (currently Orange QC). Reports of monthly inspections will be made available upon request through a customer access login for their project or it can be emailed a pdf file containing all inspections. QC reports can be sent monthly or at any interval required by the Contract representative.

The results Quality Control inspections will be reviewed by our Director of Contract Services (or other management staff, VP, COO, CEO, BOD, etc.) monthly to evaluate if the support provided needs to be fine-tuned to accomplish satisfactory results. If the inspections have unsatisfactory results, there may be a need to provide additional training or closer supervision.

Goodwill of Southern California's Contact List for Contract # BRC0000541

Following is a listing of Goodwill Southern California's Management Team that will be involved in the performance of the described services at your facility.

| | |
|---|--|
| Contractor Name: | Address: |
| Goodwill Southern California | 342 North San Fernando Road Los Angeles, California 90031 |

| Escalation List: | | | |
|---------------------------|------------------|----------------|------------------|
| Title: | Name: | Work: | Cell: |
| Executive Director | Louise Oliver | (818) 815-3020 | (818) 515-1403 |
| Assistant Director | Carlos Chali | (323) 539-2024 | (323) 833 - 3628 |
| Project Manager | Claudia Gonzalez | | (323) 351-1331 |
| Assistant Project Manager | Matthew Mata | (818) 815-3030 | (323) 558-2582 |
| | | | |
| | | | |
| | | | |
| | | | |

| Additional Contacts: | | | |
|-----------------------------|--------------|--------------|--------------|
| Title: | Name: | Work: | Cell: |
| Human Resources Director | | | |
| Safety Director | | | |
| Other | | | |

Goodwill of Southern California’s Customer Contact List for L.A. County Public Works Project

For Goodwill of Southern California’s management use only

Following is an internal communication tool to maintain a list of Customers and County DPW representatives who are involved in the below project to facilitate business continuity, faster communication, and problem resolution:

| | |
|---------------|--|
| Project Name: | Address: |
| | County-Owned Airports (5) Airports Various Location |
| | |
| | |

| | | | |
|--------------------------------|--------------|--------------|--------------|
| List: | | | |
| Title: | Name: | Work: | Cell: |
| Contracting Officer: | | | |
| Center Team Leader | | | |
| Quality Control Representative | | | |
| | | | |
| | | | |
| | | | |
| | | | |

| | | | |
|-----------------------------|--------------|--------------|--------------|
| Additional Contacts: | | | |
| Title: | Name: | Work: | Cell: |
| County Contract Manager | | | |
| County QA Manager | | | |
| County Quality Specialist | | | |

Goodwill Southern California’s Authorized Quality Control Inspectors for L.A. County Public Works 56 locations, Project BRC0000524

The following list provides the names and titles of those people authorized to perform quality inspections.

Quality Control Inspectors

| Title: | Name: | Work: | Cell: |
|---|------------------|----------------|------------------|
| Director, Building and Custodial Services | Louise Oliver | (818) 815-3020 | (818) 515-1403 |
| Assistant Director | Carlos Chali | (323) 539-2024 | (323) 833 - 3628 |
| Project Manager | Claudia Gonzalez | | (323) 252-0260 |
| QC/Contract Manager | LoWena Hawes | (323) 539-2337 | (323) 997 - 3086 |

QUALITY ASSURANCE SERVICE PROGRAM CUSTOMER SATISFACTION SURVEY

Goodwill Southern California provides custodial services in your area. Please help us provide better service by answering this brief survey. We welcome your comments, suggestions and requests that could help us to do a better job. Our goal is your complete satisfaction. Please feel free to e-mail or fax this completed survey. If you would like to have someone contact you directly, please fill in the optional contact response information. If you prefer, we can keep your name confidential. Please keep a clean copy of this survey to use later. Please make note of the times that your office area, rest rooms and common areas are scheduled to be cleaned each week. If you do not know the times your area is scheduled to be cleaned, contact the Contracting Officer at (xxx-xxx-xxxx). Thanks in advance for your assistance.

| 1 | 3 | 5 | Description of Service or Area |
|---|---|---|---|
| | | | Entrance door glass, walk off mats (smudges, door frames, cobwebs) |
| | | | Timely response to a request or complaint |
| | | | Restrooms – Cleanliness (odor, general conditions) |
| | | | Restroom supplies (paper towels, toilet tissue, hand soap) |
| | | | Cleanliness of entrances, hallways, edges (dust, spots/stains, walls) |
| | | | Water fountains |
| | | | Office areas (dust, spots/stains, walls) |
| | | | Office areas – trash removal (replace liners, boxes) |
| | | | Hard floors - vinyl tile (sweeping, mopping, shine) |
| | | | Carpet (vacuuming, baseboards, behind doors, spots/stains) |
| | | | Interior glass – partitions – doors (smudges, tape on glass) |
| | | | Employee appearance and attitude (hygiene, responsiveness, performance) |
| | | | Other: |
| | | | Other: |
| | | | Overall quality of service being provided in your area |

Building: _____ Floor/Section: _____ Room: _____

| | | | |
|--|---------------|----------------------|----------------------------|
| SCORING CRITERIA | | | |
| 1 = Poor | 3 = OK | 5 = Excellent | NA = Not Applicable |
| <i>(Please place an X or a check mark in the column that best describes the level of cleaning and performance)</i> | | | |

I am aware that janitorial (trash, sweeping, vacuuming, mopping) is performed M T W T F
(Please review cleaning schedule for correct days for your area)

Comments/suggestions/requests:

Please fax this survey to: _____ at _____ OR

E-mail this survey to: _____ at _____

Revised 05/04/24

Customer Service Questionnaire

Dear Goodwill Southern California Customer,

We at Goodwill Southern California continually strive to provide our customers with the best service possible. To help us with our efforts, please take a moment to respond to these questions. Please fax or mail this confidential questionnaire back to us at your earliest convenience. Thank you in advance.

1. How would you rate:

| | Excellent..... | | | | |Poor |
|---|----------------|---|---|---|---|-----------|
| Professionalism of staff | 5 | 4 | 3 | 2 | 1 | |
| General Communication | 5 | 4 | 3 | 2 | 1 | |
| Timeliness of service delivery | 5 | 4 | 3 | 2 | 1 | |
| Overall quality of work | 5 | 4 | 3 | 2 | 1 | |
| Goodwill of Southern California's image | 5 | 4 | 3 | 2 | 1 | |

2. Was your point of contact knowledgeable and responsive to your needs? Yes / No

3. What do you *like most* about doing business with Goodwill of Southern California. (or other comments)?

4. What do you *like least* about doing business with Goodwill of Southern California?

5. Would you recommend us to an associate? Yes / No

(Optional) If yes, who? Name of company: _____
 Contact person: _____
 Phone number: _____

6. Would you like our Contract Manager, to contact you? Yes / No

=====

Optional

This questionnaire was completed by: _____ Date: _____

Customer Title: _____ Phone number: _____

Revised 05/04/24

Goodwill Southern California

| <input type="checkbox"/> Corrective Action Request CAR No.: _____ Source: <input type="checkbox"/> Audit / Review / Survey (<input type="checkbox"/> Internal <input type="checkbox"/> External) <input type="checkbox"/> Complaint <input type="checkbox"/> Staff Observation | | | | | | |
|--|--|-----------------------|--------------------|-------------|---------|--|
| <input type="checkbox"/> Non-Conforming Report (Customer Refusal of Service – No Access) | | | | | | |
| <input type="checkbox"/> Customer Service Request | | | | | | |
| Section A | To: Request date: | | | | | |
| | Requested by: Reply date: | | | | | |
| | Audit / Process Description: | | | | | |
| | Condition to be Corrected or Serviced: | | | | | |
| Section B | Containment Action(s), if necessary: | | | | | |
| | Root Cause Summary: (Attach additional data & comments as needed) | | | | | |
| | Investigated by: | | | | | |
| | Proposed Actions | | | | | |
| | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%; text-align: center;">Specific Action Steps</th> <th style="width: 20%; text-align: center;">Responsible Person</th> <th style="width: 20%; text-align: center;">Target Date</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">1.</td> <td style="padding: 5px;"></td> <td style="padding: 5px;"></td> </tr> </tbody> </table> | Specific Action Steps | Responsible Person | Target Date | 1. | |
| Specific Action Steps | Responsible Person | Target Date | | | | |
| 1. | | | | | | |
| Proposed by: | | | | | | |
| Section C | Actions Completed (person responsible acknowledges with signature) | | | | | |
| | Signature: Completion date: | | | | | |
| | Verification of Corrective Action | | | | | |
| Signature: Date verified: | | | | | | |

Customer Complaints

Name _____ (Optional)

Dept. _____

Phone _____

Area of concern _____

Goodwill Southern California will call you when the job is completed. If we cannot complete the task during our regular hours the task will be completed on the following day.

Thank you,

Goodwill Southern California
Quality Control Team

Confidential financial information has been removed.

Tab 9



Insurance



CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)
11/05/2023

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.

| | | |
|---|---|--------------------------------------|
| PRODUCER Poms & Associates Insurance Brokers CA License #0814733 4500 Park Granada, Suite 206 Calabasas CA 91302 | CONTACT NAME: Jo Anne Roque PHONE (A/C, No, Ext): (800) 578-8802 E-MAIL ADDRESS: jroque@pomsassoc.com PRODUCER CUSTOMER ID: 00000097 | FAX (A/C, No): (818) 449-9321 |
| | INSURER(S) AFFORDING COVERAGE | |
| INSURED Goodwill Southern California, DBA: Goodwill Retail Services, Inc. 342 N. San Fernando Road Los Angeles CA 90031 | INSURER A: Great American Assurance Company NAIC # 26344 | |
| | INSURER B: | |
| | INSURER C: | |
| | INSURER D: | |
| | INSURER E: | |
| | INSURER F: | |


COVERAGES **CERTIFICATE NUMBER:** 23-24 PROP/BPP2.5M/BI **REVISION NUMBER:**
LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

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 | POLICY NUMBER | POLICY EFFECTIVE DATE (MM/DD/YYYY) | POLICY EXPIRATION DATE (MM/DD/YYYY) | COVERED PROPERTY | LIMITS | |
|----------|---|----------------|------------------------------------|-------------------------------------|-------------------------------------|---|--------------|
| A | <input checked="" type="checkbox"/> PROPERTY | MAC 5370810 00 | 11/01/2023 | 11/01/2024 | BUILDING | \$ | |
| | CAUSES OF LOSS | | | | DEDUCTIBLES | PERSONAL PROPERTY | \$ |
| | <input type="checkbox"/> BASIC | | | | BUILDING 50,000 | <input checked="" type="checkbox"/> BUSINESS INCOME | \$ Included |
| | <input type="checkbox"/> BROAD | | | | CONTENTS 50,000 | <input checked="" type="checkbox"/> EXTRA EXPENSE | \$ |
| | <input checked="" type="checkbox"/> SPECIAL | | | | | RENTAL VALUE | \$ |
| | <input type="checkbox"/> EARTHQUAKE | | | | | BLANKET BUILDING | \$ |
| | <input type="checkbox"/> WIND | | | | | BLANKET PERS PROP | \$ |
| | <input type="checkbox"/> FLOOD | | | | | <input checked="" type="checkbox"/> BLANKET BLDG & PP | \$ 2,500,000 |
| | | | | | \$ | | |
| | | | | | \$ | | |
| | | | | | \$ | | |
| | | | | | \$ | | |
| | | | | | \$ | | |
| | | | | | \$ | | |
| | | | | | \$ | | |
| | | | | | \$ | | |
| | | | | | \$ | | |
| | | | | | \$ | | |
| | | | | | \$ | | |
| | | | | | \$ | | |
| B | <input checked="" type="checkbox"/> BOILER & MACHINERY / EQUIPMENT BREAKDOWN | MAC 5370810 00 | 11/01/2023 | 11/01/2024 | <input checked="" type="checkbox"/> | \$ Included | |
| | | | | | | \$ | |
| | | | | | | \$ | |
| | | | | | | \$ | |

SPECIAL CONDITIONS / OTHER COVERAGES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 RE: Work Order for County Airports Janitorial Services, Contract #79139

EVIDENCE OF COVERAGE

| | |
|--|---|
| CERTIFICATE HOLDER County of Los Angeles Department of Public Works 900 South Fremont Avenue Alhambra CA 91803-1331 | CANCELLATION 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  |



Record Keeping

Goodwill Southern California has in place timekeeping and record keeping systems to ensure compliance with State and Federal Labor Laws.

An electronic time and attendance system (DayForce) is used. Employees punch in/out via time clocks, desk top computers or company-provided I-phones, with a timekeeping app installed.

We have extensive experience with submitting certified payrolls for LA County contracts, Federal Davis-Bacon and SCA contracts, and for State of California prevailing wage contracts.

Attached is a sample of Certified Payroll and Statement of Compliance submittals for our current LA County DPW Contracts.

COUNTY OF LOS ANGELES
LIVING WAGE ORDINANCE - PAYROLL REPORTING FORM

| | | | |
|---|--|---|--|
| <input checked="" type="checkbox"/> CONTRACTOR | | CONTRACT NO :79139 | |
| <input type="checkbox"/> SUBCONTRACTOR | | TYPE OF SERVICE Custodial Services | |
| NAME: Goodwill Southern California | | WORK LOCATION(S): Multiple LA County Airports | |
| ADDRESS: 342 N. San Fernando Road, Los Angeles CA 90031 | | CONTRACT NO.: 79139 | |
| CONTACT PERSON: Louise Oliver | | TELEPHONE: (818) 815-3020 | |
| | | PAYROLL PERIOD (Beginning and end dates): 10/05/2024-11/01/2024 | |

| NAME / ADDRESS | Last 4 digits SS # | Position Title: | DAY AND DATE | | | | | | | | | | | | | | Total Hours | Pay stub Rate | Pay Stub Gross | DEDUCTIONS | | | | | | | | Total Deduct | Net Wages |
|---|--------------------|--------------------------------|--------------|------|------|------|------|----|------|------|------|------|------|------|------|-------|-------------|---------------|----------------|--------------------|--------|--------------|------------------|---------|-------------|--------|--------|--------------|-----------|
| | | | Sa | Su | M | Tu | W | Th | F | Sa | Su | M | Tu | W | Th | F | | | | Federal W/Hold Tax | FICA | Medicare Tax | Calif W/Hold Tax | SDI Tax | Health Ins. | 403(b) | | | |
| | | | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | | | | | | | | | | | | | |
| [REDACTED] Back to summary | Full | Custodian | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 70.00 | 18.86 | 1,647.89 | 119.97 | 101.41 | 23.72 | 37.60 | 17.99 | 12.27 | | 312.96 | 1334.93 | |
| | | County (43301 / 79139) | 7.50 | 7.00 | 8.00 | 8.00 | 6.50 | | 3.00 | 7.00 | 7.00 | | | | 8.00 | 8.00 | | | | | | | | | | | | | |
| | | Holiday (43301 / 79139) | | | | | | | | | | | | | 8.00 | 8.00 | 8.00 | 18.86 | | | | | | | | | | | |
| | | OT (43301 / 79139) | | | | 0.50 | | | 5.50 | | | | | | | | 0.25 | 6.25 | 28.29 | | | | | | | | | | |
| | | | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 1 | | | | | | | | | | | | | |
| | | County (43301 / 79139) | 7.00 | 8.00 | 6.00 | 8.00 | | | 8.00 | 7.00 | 7.00 | 8.00 | 8.00 | | 8.00 | 2.00 | 77.00 | 18.86 | 1,636.61 | 118.61 | 100.71 | 23.55 | 37.10 | 17.87 | 12.27 | | 310.11 | 1326.50 | |
| | OT (43301 / 79139) | | | | | | | | | | 0.50 | | | 6.00 | 6.50 | 28.29 | | | | | | | | | | | | | |
| | | Non County-*MFA Stipend \$0.50 | | | | | | | | | | | | | | 0.50 | | | | | | | | | | | | | |

| NAME / ADDRESS | Last 4 digits SS # | Position Title: | DAY AND DATE | | | | | | | | | | | | | | Total Hours | Pay stub Rate | Pay Stub Gross | DEDUCTIONS | | | | | | | | Total Deduct | Net Wages |
|---|--------------------|--------------------------------|--------------|------|----|------|------|------|------|------|------|------|------|------|------|-------|-------------|---------------|----------------|--------------------|-------|--------------|------------------|---------|-------------|--------|---------|--------------|-----------|
| | | | Sa | Su | M | Tu | W | Th | F | Sa | Su | M | Tu | W | Th | F | | | | Federal W/Hold Tax | FICA | Medicare Tax | Calif W/Hold Tax | SDI Tax | Health Ins. | 403(b) | | | |
| | | | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | | | | | | | | | | | | | |
| [REDACTED] Back to summary | Full | Custodian | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 68.00 | 18.86 | 1,475.80 | 100.79 | 91.50 | 21.40 | 30.57 | 16.24 | | 260.50 | 1215.30 | | |
| | | County (43301 / 79139) | 7.50 | 7.00 | | 8.00 | 6.50 | | 8.00 | | | 7.00 | | | 8.00 | 8.00 | | | | | | | | | | | | | |
| | | Holiday (43301 / 79139) | | | | | | | | | | | | 8.00 | | | 8.00 | 18.86 | | | | | | | | | | | |
| | | OT (43301 / 79139) | | | | 0.50 | | | 0.50 | | | | | | 0.25 | | 0.25 | 1.50 | 28.29 | | | | | | | | | | |
| | | | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 1 | | | | | | | | | | | | | |
| | | County (43301 / 79139) | 7.00 | 8.00 | | | 8.00 | 8.00 | 8.00 | 7.00 | 7.00 | | | | 8.00 | 8.00 | 77.00 | 18.86 | 1,459.79 | 98.87 | 90.51 | 21.16 | 29.86 | 16.05 | 0.00 | 0.00 | 256.45 | 1203.34 | |
| | OT (43301 / 79139) | | | | | | | | | | | | 0.25 | | 0.25 | 28.29 | | | | | | | | | | | | | |
| | | Non County-*MFA Stipend \$0.50 | | | | | | | | | | | | | | 0.50 | | | | | | | | | | | | | |

| NAME / ADDRESS | Last 4 digits SS # | Position Title: | DAY AND DATE | | | | | | | | | | | | | | Total Hours | Pay stub Rate | Pay Stub Gross | DEDUCTIONS | | | | | | | | Total Deduct | Net Wages |
|---|--------------------|--------------------------------|--------------|------|------|------|------|------|------|------|------|------|------|------|-------|-------|-------------|---------------|----------------|--------------------|--------|--------------|------------------|---------|---------------------------------|--------|--------|--------------|-----------|
| | | | Sa | Su | M | Tu | W | Th | F | Sa | Su | M | Tu | W | Th | F | | | | Federal W/Hold Tax | FICA | Medicare Tax | Calif W/Hold Tax | SDI Tax | Health Ins. | 403(b) | | | |
| | | | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | | | | | | | | | | | | | |
| [REDACTED] Back to summary | Full | Custodian | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 22.00 | 18.86 | 1735.12 | 0.00 | 107.58 | 25.16 | 24.37 | 19.09 | Did not opt for health benefits | | 176.20 | 1558.92 | |
| | | County (43301 / 79139) | | | 2.00 | 3.00 | 2.00 | 2.00 | 3.00 | | | | 3.00 | 2.00 | 2.00 | 3.00 | | | | | | | | | | | | | |
| | | Other County Hours | | | 6.00 | 5.00 | 6.00 | 6.00 | 5.00 | | | | 5.00 | 6.00 | 6.00 | 5.00 | 50.00 | 18.86 | | | | | | | | | | | |
| | | Other County Hours- Holiday | | | | | | | | | | | 8.00 | | | | 8.00 | 18.86 | | | | | | | | | | | |
| | | Other County Hours-OT | | | 2.00 | 2.00 | 2.00 | 2.00 | | | | | | | | | 8.00 | 28.29 | | | | | | | | | | | |
| | | | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 1 | | | | | | | | | | | | | |
| County (43301 / 79139) | | | 2.00 | 3.00 | 2.00 | 2.00 | | | | | | | | | 9.00 | 18.86 | | | | | | | | | | | | | |
| Other County Hours | | | 6.00 | 5.00 | 6.00 | 6.00 | | | | | | | | | 23.00 | 18.86 | | | | | | | | | | | | | |
| Other County Hours Bereavement | | | | | | | 8.00 | | | 8.00 | 8.00 | 8.00 | 8.00 | | 40.00 | 18.86 | | | | | | | | | | | | | |
| Other County Hours Sick | | | | | | | | | | | | | 8.00 | | 8.00 | 18.86 | | | | | | | | | | | | | |
| | | Non County-*MFA Stipend \$0.50 | | | | | | | | | | | | | | 0.50 | | | | | | | | | | | | | |

| NAME / ADDRESS | Last 4 digits SS # | Position Title: | DAY AND DATE | | | | | | | | | | | | | | Total Hours | Pay stub Rate | Pay Stub Gross | DEDUCTIONS | | | | | | | | Total Deduct | Net Wages |
|---|--------------------|----------------------------|--------------|----|------|------|------|------|------|----|----|----|------|------|------|------|-------------|---------------|----------------|--------------------|-------|--------------|------------------|---------|-------------|--------|--------|--------------|-----------|
| | | | Sa | Su | M | Tu | W | Th | F | Sa | Su | M | Tu | W | Th | F | | | | Federal W/Hold Tax | FICA | Medicare Tax | Calif W/Hold Tax | SDI Tax | Health Ins. | 403(b) | | | |
| | | | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | | | | | | | | | | | | | |
| [REDACTED] Back to summary | Full | Custodian | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 0.00 | 18.86 | 1,169.32 | 76.73 | 51.39 | 12.02 | 59.29 | 9.12 | 340.45 | 176.69 | 725.69 | 443.63 | |
| | | County (43301 / 79139) | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | Other County Hours | | | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | | | | | 6.00 | 6.00 | 6.00 | 54.00 | 18.86 | | | | | | | | | | | |
| | | Other County Hours-Holiday | | | | | | | | | | | 8.00 | | | | 8.00 | 18.86 | | | | | | | | | | | |
| | | | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 1 | | | | | | | | | | | | | |
| | | County (43301 / 79139) | | | | | | | | | | | | | | | 0.00 | 18.86 | 1,131.60 | 72.96 | 49.05 | 11.47 | 58.46 | 8.70 | 340.45 | 171.03 | 712.12 | 419.48 | |

**COUNTY OF LOS ANGELES
LIVING WAGE ORDINANCE - PAYROLL REPORTING FORM**

| | | | | | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|---|--|--|--|--|--|--|--|--|--|
| <input checked="" type="checkbox"/> CONTRACTOR <input type="checkbox"/> SUBCONTRACTOR | | | | | | | | | | CONTRACT NO.: 79139 TYPE OF SERVICE Custodial Services | | | | | | | | | |
| NAME: Goodwill Southern California | | | | | | | | | | WORK LOCATION(S): Multiple LA County Airports | | | | | | | | | |
| ADDRESS: 342 N. San Fernando Road, Los Angeles CA 90031 | | | | | | | | | | CONTRACT NO.: 79139 | | | | | | | | | |
| CONTACT PERSON: Louise Oliver | | | | | | | | | | TELEPHONE: (818) 815-3020 | | | | | | | | | |
| | | | | | | | | | | PAYROLL PERIOD (Beginning and end dates): 10/05/2024-11/01/2024 | | | | | | | | | |

| NAME / ADDRESS | Last 4 digits SS # | Position Title: | DAY AND DATE | | | | | | | | | | | | | | Total | Pay stub | Pay Stub | DEDUCTIONS | | | | | | | | Total | Net | |
|---------------------------------|--------------------|--------------------------------|--------------|----|------|------|------|------|------|------|----|------|------|------|------|------|-------|----------|----------|------------|-------|-------|--------------------|-------|--------------|------------------|---------|----------|-------|-------------|
| | | | Sa | Su | M | Tu | W | Th | F | Sa | Su | M | Tu | W | Th | F | | | | Hours | Rate | Gross | Federal W/Hold Tax | FICA | Medicare Tax | Calif W/Hold Tax | SDI Tax | | | Health Ins. |
| Back to summary | Full Part | Custodian-Rover | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 4.00 | 18.86 | 1,508.80 | 98.36 | 90.25 | 21.11 | 29.68 | 16.01 | 53.27 | | 308.68 | 1,200.12 | | |
| | | County (43301 / 79139) | | | | | | 2.00 | | | | | | | | 2.00 | 4.00 | 18.86 | | | | | | | | | | | | |
| | | Other County Hours | 8.00 | | | | 8.00 | 8.00 | 6.00 | 8.00 | | | | | 8.00 | 8.00 | 6.00 | 8.00 | | | | | | | | | | | 68.00 | 18.86 |
| | | Other County Hours-Holiday | | | | | | | | | | 8.00 | | | | | | 8.00 | | | | | | | | | | | 18.86 | |
| | | | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 1 | | | | | | | | | | | | | | |
| | | County (43301 / 79139) | | | | | | 2.00 | | | | | | | | 2.00 | 4.00 | 18.86 | | | | | | | | | | | | |
| | | Other County Hours | 8.00 | | 8.00 | 8.00 | 8.00 | 6.00 | | 8.00 | | 8.00 | 8.00 | 8.00 | 6.00 | | 76.00 | 18.86 | | | | | | | | | | | | |
| | | Other County- OT | | | | | | | 8.00 | | | 1.50 | 0.15 | | 0.15 | 8.00 | 17.80 | 28.29 | | | | | | | | | | | | |
| | | Non County-*MFA Stipend \$0.50 | | | | | | | | | | | | | | | 0.50 | | | | | | | | | | | | | |

| NAME / ADDRESS | Last 4 digits SS # | Position Title: | DAY AND DATE | | | | | | | | | | | | | | Total | Pay stub | Pay Stub | DEDUCTIONS | | | | | | | | Total | Net | |
|----------------|--------------------|------------------------|--------------|------|------|------|------|------|------|----|----|------|------|------|------|------|-------|----------|----------|------------|-------|-------|--------------------|-------|--------------|------------------|---------|---------|-------|-------------|
| | | | Sa | Su | M | Tu | W | Th | F | Sa | Su | M | Tu | W | Th | F | | | | Hours | Rate | Gross | Federal W/Hold Tax | FICA | Medicare Tax | Calif W/Hold Tax | SDI Tax | | | Health Ins. |
| | Full Part | Custodian | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 21.50 | 18.86 | 1,310.77 | 80.98 | 81.27 | 19.00 | 11.12 | 14.42 | | | 206.79 | 1103.98 | | |
| | | County (43301 / 79139) | | 4.00 | 1.50 | 2.00 | 1.50 | 1.50 | 2.00 | | | 2.00 | | 2.00 | 1.50 | 1.50 | 2.00 | 21.50 | | | | | | | | | | | 18.86 | |
| | | Other County Hours | | | 6.25 | | 5.75 | 4.25 | 6.00 | | | | | 4.25 | 4.25 | 4.25 | 5.00 | 40.00 | | | | | | | | | | | 18.86 | |
| | | Other County-Holiday | | | | | | | | | | 8.00 | | | | | | 8.00 | | | | | | | | | | | 18.86 | |
| | | | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 1 | | | | | | | | | | | | | | |
| | | County (43301 / 79139) | | 2.00 | 1.50 | 2.00 | 1.50 | 1.50 | 2.00 | | | 2.00 | 1.50 | 2.00 | 1.50 | 2.00 | 21.00 | 18.86 | | | | | | | | | | | | |
| | | Other County Hours | | | 6.50 | 4.25 | 4.25 | 4.25 | 2.50 | | | 6.25 | 4.25 | 4.25 | 4.25 | 5.00 | 45.75 | 18.86 | | | | | | | | | | | | |
| | | Other County Hours-OT | | | 3.25 | | | | | | | | | | | | 3.25 | 28.29 | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| NAME / ADDRESS | Last 4 digits SS # | Position Title: | DAY AND DATE | | | | | | | | | | | | | | Total | Pay stub | Pay Stub | DEDUCTIONS | | | | | | | | Total | Net | |
|----------------|--------------------|-----------------------------|--------------|----|------|------|------|------|------|------|------|------|------|------|------|------|-------|----------|----------|------------|--------|-------|--------------------|-------|--------------|------------------|---------|----------|-----|-------------|
| | | | Sa | Su | M | Tu | W | Th | F | Sa | Su | M | Tu | W | Th | F | | | | Hours | Rate | Gross | Federal W/Hold Tax | FICA | Medicare Tax | Calif W/Hold Tax | SDI Tax | | | Health Ins. |
| | Full Part | Lead Custodian/Rover | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 4.00 | 23.18 | 2,190.51 | 165.65 | 125.01 | 29.24 | 61.20 | 22.18 | 174.22 | | 577.50 | 1,613.01 | | |
| | | County (43301 / 79139) | | | | | | 2.00 | | | | | | | | 2.00 | 4.00 | 23.18 | | | | | | | | | | | | |
| | | Other County Hours | 8.00 | | 8.00 | 8.00 | 8.00 | 6.00 | | | | | 8.00 | 8.00 | 6.00 | 8.00 | 68.00 | 23.18 | | | | | | | | | | | | |
| | | Other County Hours-Meeting | | | | | | | | | 0.25 | | | | | | 0.25 | 23.18 | | | | | | | | | | | | |
| | | Other County Hours- Holiday | | | | | | | | | | 8.00 | | | | | 8.00 | 23.18 | | | | | | | | | | | | |
| | | Other County Hours-OT | 0.25 | | | | | | 0.75 | 8.00 | | | | | 0.25 | 0.25 | 9.50 | 34.77 | | | | | | | | | | | | |
| | | | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 1 | | | | | | | | | | | | | | |
| | | County (43301 / 79139) | | | | | | 2.00 | | | | | | | | 2.00 | 4.00 | 23.18 | | | | | | | | | | | | |
| | | Other County Hours | 8.00 | | 8.00 | 8.00 | 8.00 | 6.00 | | 8.00 | | 8.00 | 8.00 | 8.00 | 6.00 | | 76.00 | 23.18 | | | | | | | | | | | | |
| | | Other County Hour-OT | | | | | 0.50 | 0.75 | 8.00 | | | 1.50 | 1.00 | | | 8.00 | 19.75 | 34.77 | | | | | | | | | | | | |

COUNTY OF LOS ANGELES
LIVING WAGE ORDINANCE - PAYROLL REPORTING FORM

| <input checked="" type="checkbox"/> CONTRACTOR <input type="checkbox"/> SUBCONTRACTOR | | | | | | | | | | CONTRACT NO.: 79139 | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--------------------|----------------------------|--------------|------|------|------|------|------|------|---|----|----|----|----|------|------|-------------|---------------|----------------|--------------------|----------|--------------|------------------|---------|--------------|--------|--------------|-----------|--------|----------|--|--|--|--|
| NAME: Goodwill Southern California | | | | | | | | | | TYPE OF SERVICE Custodial Services | | | | | | | | | | | | | | | | | | | | | | | | |
| ADDRESS: 342 N. San Fernando Road, Los Angeles CA 90031 | | | | | | | | | | WORK LOCATION(S): Multiple LA County Airports | | | | | | | | | | | | | | | | | | | | | | | | |
| CONTACT PERSON: Louise Oliver | | | | | | | | | | CONTRACT NO.: 79139 | | | | | | | | | | | | | | | | | | | | | | | | |
| TELEPHONE: (818) 815-3020 | | | | | | | | | | PAYROLL PERIOD (Beginning and end dates): 10/05/2024-11/01/2024 | | | | | | | | | | | | | | | | | | | | | | | | |
| NAME / ADDRESS | Last 4 digits SS # | Position Title: | DAY AND DATE | | | | | | | | | | | | | | Total Hours | Pay stub Rate | Pay Stub Gross | DEDUCTIONS | | | | | | | Total Deduct | Net Wages | | | | | | |
| | | | Sa | Su | M | Tu | W | Th | F | Sa | Su | M | Tu | W | Th | F | | | | Federal W/Hold Tax | FICA | Medicare Tax | Calif W/Hold Tax | SDI Tax | 403 (b) Loan | 403(b) | | | | | | | | |
| | | | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | | | | | | | | | | | | | | | | | | |
| | | Custodian-Rover | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | County (43301 / 79139) | | | 6.00 | 6.00 | 4.50 | 5.25 | 6.00 | | | | | | 6.00 | 6.00 | 6.00 | 6.00 | 51.75 | 18.86 | | | | | | | | | | | | | | |
| | | Holiday (43301 / 79139) | | | | | | | | | | | | | 4.00 | | | | 4.00 | 18.86 | 1,466.37 | 124.37 | 90.92 | 21.26 | 23.18 | 16.13 | 52.52 | 20.00 | 348.38 | 1,117.99 | | | | |
| | | Other County Hours | | | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | | | | | | 2.00 | 2.00 | 2.00 | 2.00 | 18.00 | 18.86 | | | | | | | | | | | | | | |
| | | Other County Hours-Holiday | | | | | | | | | | | | | 4.00 | | | | 4.00 | 18.86 | | | | | | | | | | | | | | |
| | | | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 1 | | | | | | | | | | | | | | | | | | |
| | | County (43301 / 79139) | | 8.00 | 6.00 | 4.00 | 6.00 | 6.00 | | | | | | | 6.00 | 6.00 | 6.00 | 6.00 | 54.00 | 18.86 | | | | | | | | | | | | | | |
| | | OT (43301 / 79139) | | | | | | | | | | | | | | | | | 6.00 | 28.29 | 1,678.54 | 171.05 | 104.07 | 24.34 | 32.52 | 18.46 | 52.52 | 20.00 | 422.96 | 1,255.58 | | | | |
| | | Sick(43301 / 79139) | | | | | | | | | | | | | | | 8.00 | | 8.00 | 18.86 | | | | | | | | | | | | | | |
| | | Other County Hours | | | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | | | | | | 2.00 | 2.00 | 2.00 | 2.00 | 18.00 | 18.86 | | | | | | | | | | | | | | |

[Back to summary](#)



COUNTY OF LOS ANGELES
LIVING WAGE PROGRAM

PAYROLL STATEMENT OF COMPLIANCE

I, Louise Oliver (Name of Owner or Company Representative)
Director, Contract Services Division (Title)

Do hereby state:

That I pay or supervise the payment of the persons employed by Goodwill Southern California (contractor) on the 79193 contract that during the payroll period commencing on the 5th of October 2024 and ending the 1st of November 2024, all persons employed on said work site have been paid the full weekly wages earned, that no rebates have been or will be made, either directly or indirectly, to or on behalf of Goodwill Southern California (Contractor/Subcontractor) from the full weekly wages earned by any person, and that no deductions have been made either directly or indirectly, from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 357; 40 U.S.C. 276c), and described below:

1. That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for employees contained therein are not less than the applicable County of Los Angeles Living Wage rates contained in the contract.

I have reviewed the information in this report and as company owner or authorized agent for this company, I sign under penalty of perjury certifying that all information herein is complete and correct.

| | |
|---|--|
| Print Name and Title | Owner or Company Representative Signature: |
| Louise Oliver, Director, Contract Services Division |  Date: 11/15/24 |

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. IN ADDITION, THE CONTRACTOR OR SUBCONTRACTOR MAY BE SUSPENDED AND PRECLUDED FROM BIDDING ON OR PARTICIPATING IN ANY COUNTY CONTRACT OR PROJECT FOR A PERIOD CONSISTENT WITH THE SERIOUSNESS OF THE VIOLATION.

**DECLARATION
FOR
COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)**

DECLARATION: I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE INFORMATION SUBMITTED IN FORMS PW-1 THROUGH PW-16 AND FORMS LW-1 THROUGH LW-9 ARE TRUE AND CORRECT.

| | |
|--|-------------------------|
| PRINT NAME: Patrick McClenahan | TITLE: President & CEO |
| PROPOSER'S NAME: Goodwill Industries of Southern California | |
| SIGNATURE:  | DATE: December 12, 2024 |

PROPOSER'S ORGANIZATION QUESTIONNAIRE/AFFIDAVIT

| | |
|--|--|
| PROPOSER NAME: Goodwill Industries of Southern California | COUNTY WEBVEN NUMBER: |
| ADDRESS: 342 N. San Fernando Road, Los Angeles CA 90031 | |
| TELEPHONE NUMBER: 818-515-1403 (text, please) | E-MAIL: loliver@goodwillsocal.org |
| INTERNAL REVENUE SERVICE EMPLOYER IDENTIFICATION NUMBER: 95-164-1441 | CALIFORNIA BUSINESS LICENSE NUMBER: 448327 |

| | | |
|---|---|---|
| 1 | <p>Select the option that best defines your firm's business structure:</p> <p> <input type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability Company (LLC) <input type="checkbox"/> Limited Partnership <input type="checkbox"/> Sole Proprietorship <input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> Franchise <input type="checkbox"/> Other (Specify) </p> | <p>If Corporation or Limited Liability Company (LLC): Legal Name (as stated in Articles of Incorporation): _____ Goodwill Industries of Southern California</p> <p>State of Incorporation: _____ California</p> <p>Year of Incorporation: _____ 1919</p> <p>If Limited Partnership or a Sole Proprietorship: Name of proprietor or managing partner: _____</p> <p>If other: Specify business structure name: _____</p> |
| 2 | <p>Is your firm doing business under one or more DBA's?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> | <p>Name: _____</p> <p>Country of Registration: _____</p> <p>Year became DBA: _____</p> |
| 3 | <p>Is your firm wholly/majority owned by, or a subsidiary of another firm?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> | <p>If yes, indicate name of Parent Firm and State of Incorporation.</p> <p>Name of Parent Firm: _____</p> <p>State of Incorporation or registration of parent firm: _____</p> |
| 4 | <p>Has your firm done business under other names within last five (5) years?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> | <p>If yes, indicate any other names and the year of name change.</p> <p>Name(s): _____ _____ _____</p> <p>Year(s) of Name Change: _____ _____</p> |

| | | |
|----------|---|--|
| <p>5</p> | <p>List names of all joint ventures, partners, subcontractors, or others having any right or interest in this contract or the proceeds thereof. If not applicable, state "NONE".</p> | <p>None</p> <hr/> <hr/> <hr/> <hr/> |
| <p>6</p> | <p>Is your firm involved in any pending acquisition or mergers?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> | <p>If yes, please provide additional information regarding the pending merger.</p> <hr/> <hr/> <hr/> <hr/> |
| <p>7</p> | <p>List all names and contact information of all individuals legally authorized to commit the Proposer.</p> | <p>Name: <u>Patrick McClenahan</u> Title: <u>President & CEO</u> Phone: <u>323-223-1211</u> Email: <u>pmcclenahan@goodwillsocal.org</u></p> <p>Name: <u>Albert Kim</u> Title: <u>Chief Financial Officer</u> Phone: <u>323-223-1211</u> Email: <u>akim@goodwillsocal.org</u></p> <p>Name: <u>Louise Oliver</u> Title: <u>Director, Contract Services Division</u> Phone: <u>818-515-1403 (text)</u> Email: <u>loliver@goodwillsocal.org</u></p> |

P:\brcdpub\Service Contracts\CONTRACT\Danny\JANITORIAL SERVICES\2023 RFP\00 RFP - REBID\01 RFP\04 2 Updated PW-1_Proposers Org Info (Final).docx

CERTIFICATION OF COMPLIANCE

Proposer certifies compliance with all programs, policies, and ordinances specified in exhibits listed below.

| | TITLE | REFERENCE | CERTIFICATIONS |
|---|--|------------------------------------|---|
| 1 | Certification of No Conflict of Interest | LACC 2.180 | Certifies Compliance? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 2 | Familiarity with the County Lobbyist Ordinance Certification | LACC 2.160 | Certifies Compliance? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 3 | Zero Tolerance Policy on Human Trafficking Certification | Motion | Certifies Compliance? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 4 | Compliance with Fair Chance Employment Hiring Practices Certification | Board Policy 5.250 | Certifies Compliance? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 5 | <p>Charitable Contributions Certification</p> <p>Enter the California Registry of Charitable Trusts "CT" number and upload a copy of firm's most recent filing with the Registry of Charitable Trusts as required by Title 11 California Code of Regulations, sections 300-301 and Government Code sections 12585-12586 (if applicable)</p> <p>CT 000779 _____</p> | Board Policy 5.065 | <p>Check the Certification below that is applicable to your company.</p> <p><input type="checkbox"/> Proposer or Contractor has examined its activities and determined that it does not now receive or raise charitable contributions regulated under California's Supervision of Trustees and Fundraisers for Charitable Purposes Act. If Proposer engages in activities subjecting it to those laws during the term of a County contract, it will timely comply with them and provide County a copy of its initial registration with the California State Attorney General's Registry of Charitable Trusts when filed.</p> <p>OR</p> <p><input checked="" type="checkbox"/> Proposer or Contractor is registered with the California Registry of Charitable Trusts under the CT number listed in this document and is in compliance with its registration and reporting requirements under California law. Attached is a copy of its most recent filing with the Registry of Charitable Trusts.</p> |
| 6 | Attestation of Willingness to Consider Gain/Grow Participants | Board Policy 5.050 | <p>Certifies Compliance? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Willing to provide GAIN/GROW participants access to employee mentoring program?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A-program not available</p> |
| 7 | Contractor Employee Jury Service Program Certification Form & Application for Exception | LACC 2.203 | <p>Certifies Compliance? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If No, identify exemption:</p> <p><input type="checkbox"/> My business does not meet the definition of "contractor," as defined in the Program.</p> <p><input type="checkbox"/> My business is a small business as defined in the Program.</p> <p><input type="checkbox"/> My business is subject to a Collective Bargaining Agreement (attach agreement) that expressly provides that it supersedes all provisions of the Program.</p> |
| 8 | Certification of Compliance with the County's Defaulted Property Tax Reduction Program | LACC 2.206 | <p>Certifies Compliance? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If No, identify exemption:</p> <p>_____</p> |

**SCHEDULE OF PRICES FOR
COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)**

The undersigned Proposer offers to perform the work described in the Request for Proposals (RFP) for the following price(s). The Proposer rate(s) (hourly, monthly, etc.) shall include all administrative costs, labor, overtime, supervision, materials, transportation, taxes, equipment, training, holiday pay, uniforms, and supplies unless stated otherwise in the RFP. It is understood and agreed that where quantities, if any, are set forth in the Schedule of Prices, they are only estimates, and the unit prices quoted, if any, will apply to the actual quantities, whatever they may be.

Note: At the sole discretion of the County, facilities and/or services covered by this Contract may be increased, eliminated or reduced at anytime throughout the contract period.

By submission of this Proposal, Proposer certifies that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.

| No. | Location Identifier | Work Site and Address | Price Per Month for Each Airport | Annual Frequency | Annual Price (Price Per Month x Annual Frequency) |
|---|---------------------|---|----------------------------------|------------------|---|
| Item A: Required Janitorial Services | | | | | |
| 1 | POC | <u>Brackett Field Airport</u> 1615 Mckinley Ave. La Verne, CA 91750 | \$ 4,807.60 | 12 | \$ 57,691.20 |
| 2 | EMT | <u>San Gabriel Valley Airport</u> 4233 N. Santa Anita Ave. El Monte, CA 91731 | \$ 4,807.60 | 12 | \$ 57,691.20 |
| 3 | CPM | <u>Compton/Woodley Airport</u> 901 W. Alondra Blvd. Compton, CA 90220 | \$ 4,807.60 | 12 | \$ 57,691.20 |
| 4 | WHP | <u>Whiteman Airport</u> 10000 Airpark Way, 2 nd Floor Pacoima, CA 91331 | \$ 4,807.60 | 12 | \$ 57,691.20 |
| 5 | WJF | <u>General William J. Fox Airfield</u> 4725 William J Barnes Ave. Lancaster, CA 93536 | \$ 4,807.60 | 12 | \$ 57,691.20 |
| TOTAL ANNUAL PRICE FOR ITEM A: | | | | | \$ 288,456.00 |

DO NOT USE - Refer to Exhibit A.1
Schedule of Prices for Negotated Rates

THIS SECTION IS INTENTIONALLY LEFT BLANK

**SCHEDULE OF PRICES FOR
COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)**

The undersigned Proposer offers to perform the work described in the Request for Proposals (RFP) for the following price(s). The Proposer rate(s) (hourly, monthly, etc.) shall include all administrative costs, labor, overtime, supervision, materials, transportation, taxes, equipment, training, holiday pay, uniforms, and supplies unless stated otherwise in the RFP. It is understood and agreed that where quantities, if any, are set forth in the Schedule of Prices, they are only estimates, and the unit prices quoted, if any, will apply to the actual quantities, whatever they may be.

Note: At the sole discretion of the County, facilities and/or services covered by this Contract may be increased, eliminated or reduced at anytime throughout the contract period.

By submission of this Proposal, Proposer certifies that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.

| No. | Location Identifier | Work Site and Address | Price Per Month for Each Airport | Annual Frequency | Annual Price (Price Per Month x Annual Frequency) |
|---|---------------------|---|----------------------------------|------------------|---|
| Item A: Required Janitorial Services | | | | | |
| 1 | POC | <u>Brackett Field Airport</u> 1615 Mckinley Ave. La Verne, CA 91750 | \$ 4,999.00 | 12 | \$ 59,988.00 |
| 2 | EMT | <u>San Gabriel Valley Airport</u> 4233 N. Santa Anita Ave. El Monte, CA 91731 | \$ 4,999.00 | 12 | \$ 59,988.00 |
| 3 | CPM | <u>Compton/Woodley Airport</u> 901 W. Alondra Blvd. Compton, CA 90220 | \$ 4,999.00 | 12 | \$ 59,988.00 |
| 4 | WHP | <u>Whiteman Airport</u> 10000 Airpark Way, 2 nd Floor Pacoima, CA 91331 | \$ 4,999.00 | 12 | \$ 59,988.00 |
| 5 | WJF | <u>General William J. Fox Airfield</u> 4725 William J Barnes Ave. Lancaster, CA 93536 | \$ 4,999.00 | 12 | \$ 59,988.00 |
| TOTAL ANNUAL PRICE FOR ITEM A: | | | | | \$ 299,940.00 |

DO NOT USE - Refer to Exhibit A.1
Schedule of Prices for Negotated Rates

THIS SECTION IS INTENTIONALLY LEFT BLANK

SCHEDULE OF PRICES FOR
COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)

| Item B: On-Call Janitorial Services (Only to be performed with Public Works' request and prior written approval) | | | | |
|---|-----------|------------------------|------------|---|
| Description of Service | Unit Type | Estimated No. of Units | Unit Price | Annual Price (Estimated No. of Units x Unit Price) |
| On-Call Janitorial Services | Hour | 100 | \$ 33.30 | \$3,330.00 |
| TOTAL ANNUAL PRICE FOR ITEM B: | | | | \$ 3,300.00 |

| | |
|---|----------------------|
| TOTAL ANNUAL PRICE FOR ITEM A + B: | \$ 303,270.00 |
|---|----------------------|

| | | |
|--|--------|---------------------|
| LEGAL NAME OF PROPOSER Goodwill Industries of Southern California | | |
| PROPOSER'S ADDRESS: 342 N. San Fernando Rd, Los Angeles CA 90031 | | |
| E-MAIL cchali@goodwillsocal.org | | mobile 323-833-3628 |
| PHONE | MOBILE | DATE 1-6-25 |

DO NOT USE - Refer to Exhibit A.1
Schedule of Prices for Negotated Rates

**SCHEDULE OF PRICES FOR
COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)**

The undersigned Proposer offers to perform the work described in the Request for Proposals (RFP) for the following price(s). The Proposer rate(s) (hourly, monthly, etc.) shall include all administrative costs, labor, overtime, supervision, materials, transportation, taxes, equipment, training, holiday pay, uniforms, and supplies unless stated otherwise in the RFP. It is understood and agreed that where quantities, if any, are set forth in the Schedule of Prices, they are only estimates, and the unit prices quoted, if any, will apply to the actual quantities, whatever they may be.

Note: At the sole discretion of the County, facilities and/or services covered by this Contract may be increased, eliminated or reduced at anytime throughout the contract period.

By submission of this Proposal, Proposer certifies that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.

| No. | Location Identifier | Work Site and Address | Price Per Month for Each Airport | Annual Frequency | Annual Price (Price Per Month x Annual Frequency) |
|---|---------------------|---|----------------------------------|------------------|---|
| Item A: Required Janitorial Services | | | | | |
| 1 | POC | <u>Brackett Field Airport</u> 1615 Mckinley Ave. La Verne, CA 91750 | \$ 5,200.00 | 12 | \$ 62,400.00 |
| 2 | EMT | <u>San Gabriel Valley Airport</u> 4233 N. Santa Anita Ave. El Monte, CA 91731 | \$ 5,200.00 | 12 | \$ 62,400.00 |
| 3 | CPM | <u>Compton/Woodley Airport</u> 901 W. Alondra Blvd. Compton, CA 90220 | \$ 5,200.00 | 12 | \$ 62,400.00 |
| 4 | WHP | <u>Whiteman Airport</u> 10000 Airpark Way, 2 nd Floor Pacoima, CA 91331 | \$ 5,200.00 | 12 | \$ 62,400.00 |
| 5 | WJF | <u>General William J. Fox Airfield</u> 4725 William J Barnes Ave. Lancaster, CA 93536 | \$ 5,200.00 | 12 | \$ 62,400.00 |
| TOTAL ANNUAL PRICE FOR ITEM A: | | | | | \$ 312,000.00 |

DO NOT USE - Refer to Exhibit A.1
Schedule of Prices for Negotated Rates

THIS SECTION IS INTENTIONALLY LEFT BLANK

**SCHEDULE OF PRICES FOR
COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)**

| Item B: On-Call Janitorial Services (Only to be performed with Public Works' request and prior written approval) | | | | |
|---|------------------|-------------------------------|-------------------|---|
| Description of Service | Unit Type | Estimated No. of Units | Unit Price | Annual Price (Estimated No. of Units x Unit Price) |
| On-Call Janitorial Services | Hour | 100 | \$ 34.82 | \$ 3,482.00 |
| TOTAL ANNUAL PRICE FOR ITEM B: | | | | \$ 3,482.00 |

| | |
|---|----------------------|
| TOTAL ANNUAL PRICE FOR ITEM A + B: | \$ 315,482.00 |
|---|----------------------|

| | | |
|--|--------|---------------------|
| LEGAL NAME OF PROPOSER Goodwill Industries of Southern California | | |
| PROPOSER'S ADDRESS: 342 N. San Fernando Rd, Los Angeles, CA 90031 | | |
| E-MAIL cchali@goodwillsocal.org | | mobile 323-833-3628 |
| PHONE | MOBILE | DATE 1-6-25 |

**DO NOT USE - Refer to Exhibit A.1
Schedule of Prices for Negotated Rates**

**SCHEDULE OF PRICES FOR
COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)**

The undersigned Proposer offers to perform the work described in the Request for Proposals (RFP) for the following price(s). The Proposer rate(s) (hourly, monthly, etc.) shall include all administrative costs, labor, overtime, supervision, materials, transportation, taxes, equipment, training, holiday pay, uniforms, and supplies unless stated otherwise in the RFP. It is understood and agreed that where quantities, if any, are set forth in the Schedule of Prices, they are only estimates, and the unit prices quoted, if any, will apply to the actual quantities, whatever they may be.

Note: At the sole discretion of the County, facilities and/or services covered by this Contract may be increased, eliminated or reduced at anytime throughout the contract period.

By submission of this Proposal, Proposer certifies that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.

| No. | Location Identifier | Work Site and Address | Price Per Month for Each Airport | Annual Frequency | Annual Price (Price Per Month x Annual Frequency) |
|---|---------------------|---|----------------------------------|------------------|---|
| Item A: Required Janitorial Services | | | | | |
| 1 | POC | <u>Brackett Field Airport</u> 1615 Mckinley Ave. La Verne, CA 91750 | \$ 5,454.00 | 12 | \$ 65,448.00 |
| 2 | EMT | <u>San Gabriel Valley Airport</u> 4233 N. Santa Anita Ave. El Monte, CA 91731 | \$ 5,454.00 | 12 | \$ 65,448.00 |
| 3 | CPM | <u>Compton/Woodley Airport</u> 901 W. Alondra Blvd. Compton, CA 90220 | \$ 5,454.00 | 12 | \$ 65,448.00 |
| 4 | WHP | <u>Whiteman Airport</u> 10000 Airpark Way, 2 nd Floor Pacoima, CA 91331 | \$ 5,454.00 | 12 | \$ 65,448.00 |
| 5 | WJF | <u>General William J. Fox Airfield</u> 4725 William J Barnes Ave. Lancaster, CA 93536 | \$ 5,454.00 | 12 | \$ 65,448.00 |
| TOTAL ANNUAL PRICE FOR ITEM A: | | | | | \$ 327,240.00 |

DO NOT USE - Refer to Exhibit A.1
Schedule of Prices for Negotated Rates

THIS SECTION IS INTENTIONALLY LEFT BLANK

**SCHEDULE OF PRICES FOR
COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)**

| Item B: On-Call Janitorial Services (Only to be performed with Public Works' request and prior written approval) | | | | |
|---|------------------|-------------------------------|-------------------|---|
| Description of Service | Unit Type | Estimated No. of Units | Unit Price | Annual Price (Estimated No. of Units x Unit Price) |
| On-Call Janitorial Services | Hour | 100 | \$ 35.60 | \$ 3,560.00 |
| TOTAL ANNUAL PRICE FOR ITEM B: | | | | \$ 3,560.00 |

| | |
|---|----------------------|
| TOTAL ANNUAL PRICE FOR ITEM A + B: | \$ 330,800.00 |
|---|----------------------|

| | | |
|--|--------|---------------------|
| LEGAL NAME OF PROPOSER Goodwill Industries of Southern California | | |
| PROPOSER'S ADDRESS: 342 N. San Fernando Rd, Los Angeles, CA 90031 | | |
| E-MAIL cchali@goodwillsocal.org | | mobile 323-833-3628 |
| PHONE | MOBILE | DATE 1-6-25 |

**DO NOT USE - Refer to Exhibit A.1
Schedule of Prices for Negotated Rates**

**SCHEDULE OF PRICES FOR
COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)**

The undersigned Proposer offers to perform the work described in the Request for Proposals (RFP) for the following price(s). The Proposer rate(s) (hourly, monthly, etc.) shall include all administrative costs, labor, overtime, supervision, materials, transportation, taxes, equipment, training, holiday pay, uniforms, and supplies unless stated otherwise in the RFP. It is understood and agreed that where quantities, if any, are set forth in the Schedule of Prices, they are only estimates, and the unit prices quoted, if any, will apply to the actual quantities, whatever they may be.

Note: At the sole discretion of the County, facilities and/or services covered by this Contract may be increased, eliminated or reduced at anytime throughout the contract period.

By submission of this Proposal, Proposer certifies that the prices quoted herein have been arrived at independently without consultation, communication, or agreement with any other Proposer or competitor for the purpose of restricting competition.

| No. | Location Identifier | Work Site and Address | Price Per Month for Each Airport | Annual Frequency | Annual Price (Price Per Month x Annual Frequency) |
|---|---------------------|---|----------------------------------|------------------|---|
| Item A: Required Janitorial Services | | | | | |
| 1 | POC | <u>Brackett Field Airport</u> 1615 Mckinley Ave. La Verne, CA 91750 | \$ 5,721.00 | 12 | \$ 68,652.00 |
| 2 | EMT | <u>San Gabriel Valley Airport</u> 4233 N. Santa Anita Ave. El Monte, CA 91731 | \$ 5,721.00 | 12 | \$ 68,652.00 |
| 3 | CPM | <u>Compton/Woodley Airport</u> 901 W. Alondra Blvd. Compton, CA 90220 | \$ 5,721.00 | 12 | \$ 68,652.00 |
| 4 | WHP | <u>Whiteman Airport</u> 10000 Airpark Way, 2 nd Floor Pacoima, CA 91331 | \$ 5,721.00 | 12 | \$ 68,652.00 |
| 5 | WJF | <u>General William J. Fox Airfield</u> 4725 William J Barnes Ave. Lancaster, CA 93536 | \$ 5,721.00 | 12 | \$ 68,652.00 |
| TOTAL ANNUAL PRICE FOR ITEM A: | | | | | \$ 343,260.00 |

DO NOT USE - Refer to Exhibit A.1
Schedule of Prices for Negotated Rates

THIS SECTION IS INTENTIONALLY LEFT BLANK

**SCHEDULE OF PRICES FOR
COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)**

| Item B: On-Call Janitorial Services (Only to be performed with Public Works' request and prior written approval) | | | | |
|---|------------------|-------------------------------|-------------------|---|
| Description of Service | Unit Type | Estimated No. of Units | Unit Price | Annual Price (Estimated No. of Units x Unit Price) |
| On-Call Janitorial Services | Hour | 100 | \$ 35.60 | \$ 3,560.00 |
| TOTAL ANNUAL PRICE FOR ITEM B: | | | | \$ 3,560.00 |

| | |
|---|----------------------|
| TOTAL ANNUAL PRICE FOR ITEM A + B: | \$ 346,820.00 |
|---|----------------------|

| | | |
|---|--------|----------------|
| LEGAL NAME OF PROPOSER Goodwill Industries of Southern California | | |
| PROPOSER'S ADDRESS: 342 N. San Fernando Rd, Los Angeles CA 90031 | | |
| E-MAIL cchali@goodwillsocal.org mobile 323-833-3628 | | |
| PHONE | MOBILE | DATE 1-6-25 |

**DO NOT USE - Refer to Exhibit A.1
Schedule of Prices for Negotated Rates**

**SUMMARY SHEET OF SCHEDULE OF PRICES
FOR
COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)**

The undersigned Proposer offers to perform the work described in the Request for Proposals (RFP) for the following price(s). The Proposer rate(s) (hourly, monthly, etc.) shall include all administrative costs, labor, overtime, supervision, materials, transportation, taxes, equipment, training, holiday pay, uniforms, and supplies unless stated otherwise in the RFP. It is understood and agreed that where quantities, if any, are set forth in the Schedule of Prices, they are only estimates, and the unit prices quoted, if any, will apply to the actual quantities, whatever they may be.

NOTE: Proposer must provide pricing for ALL contract terms including the 5th term. Any submitted proposal that does not include pricing for all terms may be rejected at the sole discretion of the County.

It is the responsibility of the Proposer to calculate the Proposal price to take into consideration a possible escalation of wages, materials, and other costs during the Contract period. The Board, County, Public Works, District(s), or Director make no representations regarding future costs or the rate of wages that may become necessary to pay employees of the Contractor for the work performed during the Contract period.

| TERMS | ANNUAL PRICE |
|--|-----------------|
| County-Owned Airports Janitorial Services (Initial Term) | \$ 291,656.00 |
| County-Owned Airports Janitorial Services (Option Year 1) | \$ 303,270.00 |
| County-Owned Airports Janitorial Services (Option Year 2) | \$ 315,482.00 |
| County-Owned Airports Janitorial Services (Option Year 3) | \$ 330,800.00 |
| County-Owned Airports Janitorial Services (Option Year 4) | 346,820.00 |
| TOTAL PRICE FOR YEAR 1 THROUGH 5 | \$ 1,588,028.00 |
| AVERAGE TOTAL PRICE FOR YEAR 1 THROUGH 5 (TOTAL PRICE FOR YEAR 1 THROUGH 5 ÷ 5 YEARS) | \$ 317,605.60 |

| | | |
|---|------------------------|----------------|
| LEGAL NAME OF PROPOSER Goodwill Industries of Southern California | | |
| PROPOSER'S ADDRESS: 342 N. San Fernando Rd, Los Angeles CA 90031 | | |
| E-MAIL cchali@goodwillsocial.org | | |
| PHONE | MOBILE 323-833-3628 | DATE 1-6-25 |

**DO NOT USE - Refer to Exhibit A.1
Schedule of Prices for Negotiated Rates**

CONTRACTOR'S INDUSTRIAL SAFETY RECORD

PROPOSED CONTRACT FOR: County Airports Janitorial Services (BRC0000541)

SERVICE BY PROPOSER Goodwill Industries of Southern California

PROPOSAL DATE: December 12, 2024

This information must include all work undertaken in the State of California by the proposer and any partnership, joint venture, or corporation that any principal of the proposer participated in as a principal or owner for the last five calendar years and the current calendar year prior to the date of proposal submittal. Separate information shall be submitted for each particular partnership, joint venture, corporate, or individual proposer. The proposer may attach any additional information or explanation of date which the proposer would like taken into consideration in evaluating the safety record. An explanation must be attached to the circumstances surrounding any and all fatalities.

5 CALENDAR YEARS PRIOR TO CURRENT YEAR

| | 2019 | 2020 | 2021 | 2022 | 2023 | Current Year to Date | Total |
|---|-----------|-----------|-----------|-----------|-----------|----------------------|------------|
| 1. Number of contracts. | 17 | 19 | 19 | 19 | 18 | 18 | 23 |
| 2. Total dollar amount of Contracts (in thousands of dollars). | \$5.8 mil | \$6.2 mil | \$6.8 mil | \$7.5 mil | \$7.3 mil | \$2.5 mil | \$36.1 mil |
| 3. Number of fatalities. | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4. Number of lost workday cases. | 34 | 47 | 19 | 34 | 54 | 7 | 195 |
| 5. Number of lost workday cases involving permanent transfer to another job or termination of employment. | 9 | 6 | 12 | 11 | 8 | 0 | 46 |
| 6. Number of lost workdays. | 476 | 340 | 520 | 512 | 655 | 56 | 2,559 |

REQUEST FOR PREFERENCE CONSIDERATION

INSTRUCTIONS: Proposers requesting preference consideration must complete and include this form in their proposal. Proposers may request consideration for one or more preference programs. **In order to qualify for preference, firm must be certified by the County of Los Angeles Department of Consumer and Business Affairs (DCBA). Please reference your Certification Letter issued by DCBA to determine Federal/Non-Federal preference eligibility.**

PREFERENCE NOT REQUESTED

OR

| <input type="checkbox"/> PREFERENCE REQUESTED (SELECT ALL THAT APPLY) | | |
|--|---|-----------------------------------|
| Preference Program | | Reference |
| <input type="checkbox"/> | Request for Local Small Business Enterprise (LSBE) Program Preference <input type="checkbox"/> Certification for Non-Federally Funded County Solicitations <input type="checkbox"/> Certification for Federally Funded County Solicitations | <u>LACC 2.204</u> |
| <input checked="" type="checkbox"/> | Request for Social Enterprise (SE) Program Preference <input type="checkbox"/> Certification for Non-Federally Funded County Solicitations <input type="checkbox"/> Certification for Federally Funded County Solicitations | <u>LACC 2.205</u> |
| <input type="checkbox"/> | Request for Disabled Veterans Business Enterprise (DVBE) Program Preference | <u>LACC 2.211</u> |

Note: In no instance shall any of the listed preference programs price or scoring be combined with any other County program to exceed fifteen percent (15%) or \$150,000 in response to any county solicitation.

From: Hawes, Lowena LHAWES@goodwillsocal.org
Subject: FW: County of LA – Approval for Preference Program Enterprise Certification
Date: April 29, 2024 at 11:41 AM
To: Oliver, Louise LOliver@goodwillsocal.org, Chali, Carlos cchali@goodwillsocal.org



Name: GOODWILL INDUSTRIES OF SOUTHERN CALIFORNIA
Vendor # 104896

Greetings,

Thank you for contacting our Office of Small Business, we appreciate your patience as we continue to improve the certification application portal and process. An official and signed approval letter will be sent at a later date due to updates that are ongoing to our current system.

You can view your status for PPE Certifications (LSBE, DVBE, SE) by logging into the Certification Portal <http://certify.lacounty.gov/> and within 24 of approval will be updated to the Webven Portal at [Los Angeles County Vendor Registration \(la.ca.us\)](https://www.lacounty.gov/procurement/vendor-registration).

Your certification active and expiration dates are as follows:

- Your SE Certification is valid until **04/30/2026**. You are approved for **Non-Federal** Solicitations.
- Your SE Certification is valid until **04/30/2026**. You are approved for **Federal** Solicitations.

IMPORTANT: If you have a current active certification, your future certification will not reflect until 1 day after your current certification expires.

As a certified preference program enterprise, you are eligible for the following benefits:

- Receive a 15% price bid reduction or preference that is determined at the time of a bid evaluation.
- Procurement opportunities available through the Simplified Acquisition Process (SAP)
- Eligible for a 15-day prompt payment on approved, undisputed County invoices

The how to use our Prompt Payment Stamp program and policy information is attached. A Prompt Pay Stamp can be made available upon request and will be mailed to the address on file or can be pickup in person at our East Los Angeles Entrepreneur Center at 4716 E Cesar E. Chavez Ave, Bldg. B, Los Angeles, CA 90022.

To find information on open solicitations please visit [Doing Business With – Los Angeles County \(lacounty.gov\)](https://www.lacounty.gov/doing-business).

If you have any additional questions regarding certifications, please do not hesitate to contact our office at Office of Small Business - **Certifications**
cbesbe@opportunity.lacounty.gov

Did you know? Our office offers government contracting training through our program formerly known as Procurement Technical Assistance Center (PTAC) and is now APEX Accelerators. We ask that you please use the [APEX Accelerators](#) system to set an appointment with any available counselor.

Please contact us if you have questions at (844) 432-4900.

department
of economic
opportunity

COUNTY OF LOS ANGELES

Thank you

Sulahi Alvarez, Small Business Counselor, Office of Small Business

salvarez@opportunity.lacounty.gov

County of Los Angeles, Department of Economic Opportunity
844-432-4900 | opportunity.lacounty.gov

Stay informed, follow us; ig: @econoppla

Eventbrite: [LA County DEO Office of Small Business Events | Eventbrite](#)

PROPOSER'S REFERENCE LIST

PROPOSER NAME: Goodwill Industries of Southern California

PROPOSED CONTRACT FOR: County Airports Janitorial Services BRC0000541

Provide a comprehensive reference list of all contracts for goods and/or services provided by the Proposer during the previous three years. Please verify all contact names, telephone and fax numbers, and e-mail addresses before listing. Incorrect names, telephone and/or fax numbers, or e-mail addresses will be disregarded. Use additional pages if required.

A. COUNTY OF LOS ANGELES AGENCIES
All contracts with the County during the previous three years must be listed.

| | |
|---|-----------------------------|
| SERVICE: Janitorial | SERVICE DATES: 2015-present |
| DEPT/ DISTRICT: L.A. County, Department of Public Works | |
| CONTACT: Jessica Dunn, Contract Analyst | |
| TELEPHONE: 626-458-4169 | |
| FAX: | |
| E-MAIL: jdunn@dpw.lacounty.gov | |

| | |
|---|-----------------------------|
| SERVICE: Janitorial | SERVICE DATES: 2021-present |
| DEPT/DISTRICT: L.A. County, Dept of Public Works-Airports | |
| CONTACT: Claudia Delgado, Contract Supervisor | |
| TELEPHONE: 626-300-4616 | |
| FAX: | |
| E-MAIL: cdelgado@dpw.lacounty.gov | |

| | |
|-----------------|----------------|
| SERVICE: | SERVICE DATES: |
| DEPT/ DISTRICT: | |
| CONTACT: | |
| TELEPHONE: | |
| FAX: | |
| E-MAIL: | |

| | |
|----------------|----------------|
| SERVICE: | SERVICE DATES: |
| DEPT/DISTRICT: | |
| CONTACT: | |
| TELEPHONE: | |
| FAX: | |
| E-MAIL: | |

B. OTHER GOVERNMENTAL AGENCIES AND PRIVATE COMPANIES

| | |
|---|-----------------------------|
| SERVICE: Janitorial | SERVICE DATES: 1995-present |
| AGENCY/ FIRM: U.S. Army Reserve Centers | |
| ADDRESS: West LA, Sherman Oaks, Van Nuys, Garden Grove, Bell ARC, Bell AFRC | |
| CONTACT: The Nascence Group/Tamala Roddy, President | |
| TELEPHONE: 469-447-6007 ext 146 | |
| FAX: | |
| E-MAIL: troddy@thenascencegroup.com | |

| | |
|---|-----------------------------|
| SERVICE: Janitorial | SERVICE DATES: 2009-present |
| AGENCY/ FIRM: U.S Air Force, L.A. Air Force Base | |
| ADDRESS: 483 N. Aviation Blvd, El Segundo, CA 90245 | |
| CONTACT: Victoriano Magallanes, Contract Manager | |
| TELEPHONE: 310-653-5906 | |
| FAX: | |
| E-MAIL: victoriano.magallanes.1@spaceforce.mil | |

| | |
|---|-----------------------------|
| SERVICE: Janitorial | SERVICE DATES: 2013-present |
| AGENCY/ FIRM: U.S. Space Force, Vandenberg SFB | |
| ADDRESS: 1515 Iceland Ave, Vandenberg, CA 93437 | |
| CONTACT: William Bumpass, Contracting Officer | |
| TELEPHONE: 805-606-4469 | |
| FAX: | |
| E-MAIL: william.bumpass.1@spaceforce.mil | |

| | |
|---|-----------------------------|
| SERVICE: Janitorial, Stocking | SERVICE DATES: 1994-present |
| AGENCY/ FIRM: Defense Commissary Agency | |
| ADDRESS: 483 N. Aviation Blvd, El Segundo, CA 90245 | |
| CONTACT: Emitterio Mallari, Store Director | |
| TELEPHONE: 310-653-6410 | |
| FAX: | |
| E-MAIL: emitterio.mallari@deca.mil | |

PROPOSER'S EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

| | |
|---|--|
| Proposer's Name | Goodwill Industries of Southern California |
| Address | 342 N. San Fernando Rd, Los Angeles CA 90031 |
| Internal Revenue Service Employer Identification Number | 95-164-1441 |

In accordance with Los Angeles County Code, Section 4.32.010, the Proposer certifies and agrees that all persons employed by it, its affiliates, subsidiaries, or holding companies are and will be treated equally by the firm without regard to or because of race, religion, ancestry, national origin, or sex and in compliance with all antidiscrimination laws of the United States of America and the State of California.

| | | | |
|----|---|-------------------------------------|-----|
| 1. | The proposer has a written policy statement prohibiting any discrimination in all phases of employment. | <input checked="" type="checkbox"/> | YES |
| | | <input type="checkbox"/> | NO |
| 2. | The proposer periodically conducts a self-analysis or utilization analysis of its work force. | <input checked="" type="checkbox"/> | YES |
| | | <input type="checkbox"/> | NO |
| 3. | The proposer has a system for determining if its employment practices are discriminatory against protected groups. | <input checked="" type="checkbox"/> | YES |
| | | <input type="checkbox"/> | NO |
| 4. | Where problem areas are identified in employment practices, the proposer has a system for taking reasonable corrective action to include establishment of goals and timetables. | <input checked="" type="checkbox"/> | YES |
| | | <input type="checkbox"/> | NO |

PROPOSER'S DEBARMENT HISTORY AND LIST OF TERMINATED CONTRACTS

Proposer's Name: Goodwill Industries of Southern California

| 1. DEBARMENT HISTORY (Check one) | YES | NO |
|---|-----|----|
| Proposer is currently debarred by a public entity | | X |
| If yes, please provide the name of the public entity: _____ | | |
| 2. LIST OF TERMINATED CONTRACTS (Check one) | YES | NO |
| Proposer has contracts that have been terminated in the past three (3) years. | | X |

If yes, please list all contracts that have been terminated prior to expiration within the last three (3) years.

Service: _____ Name of Entity: _____
 Address: _____
 Contact: _____ Telephone: _____
 Email: _____
 Termination Date: _____ Name/Contract No: _____
 Reason for Termination: _____

Service: _____ Name of Entity: _____
 Address: _____
 Contact: _____ Telephone: _____
 Email: _____
 Termination Date: _____ Name/Contract No: _____
 Reason for Termination: _____

Service: _____ Name of Entity: _____
 Address: _____
 Contact: _____ Telephone: _____
 Email: _____
 Termination Date: _____ Name/Contract No: _____
 Reason for Termination: _____

Service: _____ Name of Entity: _____
 Address: _____
 Contact: _____ Telephone: _____
 Email: _____
 Termination Date: _____ Name/Contract No: _____
 Reason for Termination: _____

SOLICITATION REQUIREMENTS REVIEW (SRR) REQUEST

Proposer requesting a Solicitation Requirements Review must submit this form to the County within the timeframe identified in the solicitation document

| | |
|-----------------------|-------------------|
| Proposer/Bidder Name: | Date of Request: |
| Solicitation Title: | Solicitation No.: |

A **Solicitation Requirements Review** is being requested because the Proposer/Bidder asserts that they are being unfairly disadvantaged for the following reason(s): *(check all that apply)*

- Application of **Minimum Requirements**
- Application of **Evaluation Criteria (not applicable to IFB)**
- Application of **Business Requirements**
- Due to **unclear instructions**, the process may result in the County not receiving the best possible responses from prospective proposer/bidders

For each area contested, Proposer/Bidder must explain in detail the factual reasons for the requested review. *(Attach supporting documentation and specify the underlying authority of the person or entity submitting a proposal/bid (e.g., letterhead, business card, etc.).)*

Request submitted by:

_____ (Name) _____ (Title)

For County use only

| | |
|--|-----------------------------------|
| Date SRR Request Received by County: _____ | Date Solicitation Released: _____ |
| Reviewed by: _____ | |

PROPOSER'S PENDING LITIGATIONS AND JUDGMENTS

Proposer's Name: Goodwill Industries of Southern California

- Proposer and/or principals are **not** currently involved in any pending litigation; are not aware of any threatened litigation where they would be a party; and have not had any judgments entered against them within the last five years as of the date of proposal submission.

Proposer and/or principals of the Proposer must list below (use additional pages if necessary) all pending litigation, threatened litigation, and/or any judgments entered against them within the last five years as of the date of proposal submission.

A. Pending Litigation Threatened Litigation Judgment (check one)

1. Against Proposer; Principal; Both (check as appropriate)
2. Name of Litigation/Judgment: See attached listing. No judgements have been entered against Goodwill
3. Case Number: _____
4. Court of Jurisdiction: _____
5. Please provide a statement describing the size and scope of the pending/threatened litigation or judgment (use additional page if necessary):

B. Pending Litigation Threatened Litigation Judgment (check one)

1. Against Proposer; Principal; Both (check as appropriate)
2. Name of Litigation/Judgment: _____
3. Case Number: _____
4. Court of Jurisdiction: _____
5. Please provide a statement describing the size and scope of the pending/threatened litigation or judgment (use additional page if necessary):

NON-EMPLOYEE LITIGATION

| NAME | COURT & FILING DATE | STATUS & CLAIM | LEGAL REFERENCE |
|--------------------------------------|------------------------------------|---|--|
| Linda Dolan v. Goodwill | 04/03/23 | Open, Alleged Injury: Slip & Fall | General Liability, Case No.: 23TRCV01005 |
| Willie Donnell Duckworth v. Goodwill | 06/23/23 | Open, Alleged Injury: Sat on Furniture - Chair Collapsed | General Liability, Case No.: 23CHCV01860 |
| Wendy S. Mogul v. Goodwill | 8/22/2023 | Open, Alleged Injury: Light fixture fell on head | General Liability, Case No.: 23GDCV01773 |
| Angelieta Escudero v. Goodwill | 8/28/2023 | Open, Alleged Injury: Slip & Fall (Fan) | General Liability, Case No.: 23VECV03745 |
| Karmilla Carneiro v. Goodwill | 10/7/2024 | Open, Alleged discrimination and false imprisonment | General Liability, Case No.: 24SMCV04840 |
| Billy Jackson v. Goodwill | 10/10/2024 | Open, Alleged Injury: Sat on Furniture - Chair Collapsed | General Liability, Case No.: CIVVS2400080 |
| Shonna Counter v. Goodwill | 10/24/2024 | Open, Alleged ADA Access - Parking Lot | General Liability, Case No.: 24SMCV05572 |
| Duane Jones v. Goodwill | 11/19/2024 | Open, Alleged injury: Negligence | General Liability, Case No.: 24CV06545 |

COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)

PROPOSER'S INSURANCE COMPLIANCE AFFIRMATION

Goodwill Industries of Southern California

Proposer's Name

342 N. San Fernando Rd, Los Angeles CA 90031

Address

- If awarded the contract: Proposer will comply with the insurance coverage provisions set forth in Exhibit B, Section 5, Indemnification and Insurance Requirements, of this Request for Proposals, and Proposer will procure, maintain, and provide the County with proof of insurance coverage in the coverage amounts and types specified in Exhibit B, Section 5, throughout the entire term of the proposed contract, without interruption or break in coverage.
- If you check this box, your proposal will be determined nonresponsive and your proposal will be disqualified. Proposer will not comply with the insurance coverage provisions set forth in Exhibit B, Section 5, Indemnification and Insurance Requirements, of this Request for Proposals, and Proposer will not procure, maintain, and provide the County with proof of insurance coverage in the coverage amounts and types specified in Exhibit B, Section 5, throughout the entire term of the proposed contract, without interruption or break in coverage.

**PROPOSER'S COMPLIANCE WITH THE
MINIMUM REQUIREMENTS AFFIRMATION**

COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)

PROPOSER MUST CHECK A BOX IN EVERY SECTION. Failure to check any boxes or provide required responsive information may result in the disqualification of your Proposal as nonresponsive

The information on this form is subject to verification and may not be used for scoring purposes.

Completing this form by itself without including detailed narrative(s) in your Proposal to support the minimum mandatory requirements of this RFP, and any inconsistencies or inaccuracy in the information provided on this form and/or your Proposal, may subject your Proposal to disqualification or other actions at the sole discretion of the County.

At the time of proposal submission, proposers must meet all minimum mandatory requirements set forth in this RFP document including, but not limited to:

The use of subcontractors is prohibited for these services

- Proposing entity must have at least 5 years of experience within the last 10 years, performing janitorial services for private or public institutions, and servicing multiple locations per job.

Yes. Proposing entity does meet the experience requirement stated above. Please complete the chart below. (In addition to responding on this form, as specified in Part I, Section 2.A.5, Experience, please provide a detailed narrative in your Proposal to validate this minimum mandatory requirement for scoring of your Proposal in this category).

| Proposing Entity's Name | Dates of Experience (Mo/Yrs. to Mo/Yrs.) | Description of Services/Experience Performing Janitorial Services | No. of Locations Serviced | Page No. |
|--|--|---|---------------------------|----------|
| Goodwill Industries of Southern California | 09 / 2015 | Custodian and Janitorial for multiple government agencies. | 60 | Tab 5A |
| | 06 / 2025 | | | |

*List the page no. in the Proposal containing the Proposing entity's experience. (Please attach additional pages, if needed.)

No. Proposing entity does not meet the experience requirement stated above. **If you check this box, your Proposal will be immediately disqualified as nonresponsive.**

**PROPOSER'S COMPLIANCE WITH THE
MINIMUM REQUIREMENTS AFFIRMATION**

COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)

2. Proposing entity's supervisor or project manager assigned to these services must have at least 5 years of experience supervising janitorial staff in contracts serving multiple locations. **Subcontracting is not allowed to meet this requirement.**

Yes. Proposing entity does meet the experience requirement stated above. Please complete the chart below. (In addition to responding on this form, as specified in Part I, Section 2.A.5, Experience, please provide a detailed narrative in your Proposal to validate this minimum mandatory requirement for scoring of your Proposal in this category).

| Proposing entity's Supervisor or Project Manager Name | Dates of Experience (Mo/Yrs. to Mo/Yrs.) | Description of Supervising Janitorial Staff Experience | No. of Locations Serviced | Page No. |
|---|--|--|---------------------------|----------|
| Claudia Gonzalez | <u>09</u> / <u>2015</u> | Project Manager for LA DPW contracts. | 55 | Tab 5c |
| | <u>09</u> / <u>2015</u> | | | |

*List the page no. in the Proposal containing the proposing entity's supervisor or project manager experience. (Attach additional pages, if needed.)

No. Proposing entity does not meet the experience requirement stated above. **If you check this box, your Proposal will be immediately disqualified as nonresponsive.**

THIS SECTION IS INTENTIONALLY LEFT BLANK

**PROPOSER'S COMPLIANCE WITH THE
MINIMUM REQUIREMENTS AFFIRMATION**

COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)

3. Proposing entity must have a minimum number of fulltime equivalent staff and mandatory minimum hours assigned to each airport. Please note: The minimum number of staff are depicted on Form LW-8; however, you may assign additional staff if required to perform this service.

| Janitorial Service Airport Location | Minimum Number of Staff | Mandatory Minimum Hours |
|-------------------------------------|--|-------------------------|
| Brackett Field Airport (POC) | 2 Staff/day (Terminal Building) 1 staff/day Tuesday and Friday (Airfield Restrooms) | 834 hours per year |
| Compton/Woodley Airport (CPM) | 1 Staff/ day (Terminal Building) 1 staff/day Tuesday and Friday (Airfield Restrooms) | 469 hours per year |
| General J. Fox Airfield (WJF) | 2 Staff/ day (Terminal Building) 1 staff/day Tuesday and Friday (Airfield Restrooms) | 834 hours per year |
| San Gabriel Valley Airport (EMT) | 2 Staff/ day (Terminal Building) 1 staff/day Tuesday and Friday (Airfield Restrooms) | 834 hours per year |
| Whiteman Airport (WHP) | 2 Staff/ day (Terminal Building) 1 staff/day Tuesday and Friday (Airfield Restrooms) | 834 hours per year |


- Yes. Proposing entity does meet this minimum requirement stated above, and has completed the LW-8 Forms with the mandatory minimum hours and staff.
- No. Proposing entity does **not** meet this minimum requirement stated above. **If you check this box, your Proposal will be immediately disqualified as nonresponsive.**

THIS SECTION IS INTENTIONALLY LEFT BLANK

**PROPOSER'S COMPLIANCE WITH THE
MINIMUM REQUIREMENTS AFFIRMATION**

COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)

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

| | |
|--|-------------------------|
| Proposing Entity's Name: Goodwill Industries of Southern California | |
| Address: 342 N. San Fernando Rd. Los Angeles, CA 90031 | |
| Authorized Representative: Shaun D. Davis | |
| Signature:  | Date: 6.30.25 |

P:\brcdpub\Service Contracts\CONTRACT\Amy\AVI - Janitorial Services\2024 - REBID\RFP - Rebid\06 AWARD\NEGOTIATIONS\Revised Services for Airfield Restrooms\Form PW-14B MMR_6-23-25.doc

COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)
DISPLACED JANITOR OPPORTUNITY ACT AFFIRMATION

Goodwill Industries of Southern California

Proposing Entity's Name:

342 N. San Fernando Rd, Los Angeles CA 90031

Address:

This Contract is subject to the provisions of the Displaced Janitor Opportunity Act (California Labor Code Sections 1060 – 1065) because it is a Contract for janitorial or building maintenance services performed within the State of California entered in to or after January 1, 2002.

Under this Act, as specified in the provisions therein, a successor Contractor or successor subcontractor shall retain, for a 60-day transition employment period, employees who have been employed by the terminated Contractor or its subcontractors, if any, for the preceding 4 months or longer at the site or sites covered by the successors service Contract unless the successor Contractor or successor subcontractor has reasonable and substantiated cause not to hire a particular employee based on that employee's performance or conduct while working under the terminated Contract.

- If awarded the contract: Proposer **will** comply with the Displaced Janitor Opportunity Act (California Labor Code Sections 1060 – 1065).
- If awarded the contract: Proposer **will not** comply with the Displaced Janitor Opportunity Act (California Labor Code Sections 1060 – 1065). **If you check this box, your Proposal will be immediately disqualified as nonresponsive.**

REQUIRED FORM**CONTRIBUTION AND AGENT DECLARATION FORM**

This form must be completed separately by all bidders/proposers, including all prime contractors and subcontractors, and by all applicants for licenses, permits, and other entitlements for use issued by the County of Los Angeles ("County").

Pursuant to the Levine Act (Government Code section 84308), a member of the Board of Supervisors, other elected County officials (the Sheriff, Assessor, and the District Attorney), and other County employees and/or officers ("County Officers") are disqualified and not able to participate in a proceeding involving contracts, franchises, licenses, permits and other entitlements for use if the County Officer received more than \$250 in contributions in the past 12 months from the bidder, proposer or applicant, any paid agent of the bidder, proposer, or applicant, or any financially interested participant who actively supports or opposes a particular decision in the proceeding.

State law requires you to disclose information about contributions made by you, your company, and lobbyists and agents paid to represent you. Failure to complete the form in its entirety may result in significant delays in the processing of your application and potential disqualification from the procurement or application process.

You must fully answer the applicable questions below. You ("Declarant"), or your company, if applicable, including all entities identified below (collectively, "Declarant Company") must also answer the questions below. The term "employee(s)" shall be defined as employees, officers, partners, owners, or directors of Declarant Company.

An affirmative response to any questions will not automatically cause the disqualification of your bid/proposal, or the denial of your application for a license, permit or other entitlement. However, failure to answer questions completely, in good faith, or providing materially false answers may subject a bidder/proposer to disqualification from the procurement.

This material is intended for use by bidders/proposers, including all prime contractors and subcontractors, and by all applicants for licenses, permits, and other entitlements for use issued by the County of Los Angeles and does not constitute legal advice. If you have questions about the Levine Act and how it applies to you, you should call your lawyer or contact the Fair Political Practices Commission for further guidance.

REQUIRED FORM
CONTRIBUTION AND AGENT DECLARATION FORM

Complete each section below. State "none" if applicable.

A. **COMPANY OR APPLICANT INFORMATION**

1) Declarant Company or Applicant Name:

Goodwill Industries of Southern California

- a) If applicable, identify all subcontractors that have been or will be named in your bid or proposal:
- b) If applicable, variations and acronyms of Declarant Company's name used within the past 12 months:
- c) Identify all entities or individuals who have the authority to make decisions for you or Declarant Company about making contributions to a County Officer, regardless of whether you or Declarant Company have actually made a contribution:

[IF A COMPANY, ANSWER QUESTIONS 2 - 3]

2) Identify only the Parent(s), Subsidiaries and Related Business Entities that Declarant Company has controlled or directed, or been controlled or directed by. "Controlled or directed" means shared ownership, 50% or greater ownership, or shared management and control between the entities.

a) Parent(s):

Goodwill Industries of Southern California

b) Subsidiaries: None

c) Related Business Entities: None

3) If Declarant Company is a closed corporation (non-public, with under 35 shareholders), identify the majority shareholder.

No

4) Identify all entities (proprietorships, firms, partnerships, joint ventures, syndicates, business trusts, companies, corporations, limited liability companies, associations, committees, and any other organization or group of persons acting in concert) whose contributions you or Declarant Company have the authority to direct or control.

REQUIRED FORM

CONTRIBUTION AND AGENT DECLARATION FORM

- 5) Identify any individuals such as employees, agents, attorneys, law firms, lobbyists, and lobbying firms who are or who will act on behalf of you or Declarant Company and who will receive compensation to communicate with a County Officer regarding the award or approval of **this** contract or project, license, permit, or other entitlement for use.

*(Do **not** list individuals and/or firms who, as part of their profession, either (1) submit to the County drawings or submissions of an architectural, engineering, or similar nature, **or** (2) provide purely technical data or analysis, **and** who will not have any other type of communication with a County agency, employee, or officer.)*

- 6) If you or Declarant Company are a 501(c)(3) non-profit organization, identify the compensated officers of your organization and the compensated members of your board.

B. CONTRIBUTIONS

- 1) Have you or the Declarant Company solicited or directed your employee(s) or agent(s) to make contributions, whether through fundraising events, communications, or any other means, to a County Officer in the past 12 months? If so, provide details of each occurrence, including the date.

| Date (contribution solicited, or directed) | Recipient Name (elected official) | Amount |
|---|--|---------------|
| NONE | NONE | NONE |
| | | |
| | | |

*Please attach an additional page, if necessary.

- 2) Disclose all contributions made by you or any of the entities and individuals identified in Section A to a County officer in the past 12 months.

| Date (contribution made) | Name (of the contributor) | Recipient Name (elected official) | Amount |
|---------------------------------|----------------------------------|--|---------------|
| NONE | NONE | NONE | NONE |
| | | | |
| | | | |

*Please attach an additional page, if necessary.

REQUIRED FORMS

CONTRIBUTION AND AGENT DECLARATION FORM

C. **DECLARATION**

By signing this Contribution and Agent Declaration form, you (Declarant), or you and the Declarant Company, if applicable, attest that you have read the entirety of the Contribution Declaration and the statements made herein are true and correct to the best of your knowledge and belief. (Only complete the one section that applies.)

There are 0 additional pages attached to this Contribution Declaration Form.

COMPANY BIDDERS OR APPLICANTS

I, Louise Oliver (Authorized Representative), on behalf of Goodwill Industries of So. (Declarant Company), at which I am employed as Director, Govt Contracts (Title), attest that after having made or caused to be made a reasonably diligent investigation regarding the Declarant Company, the foregoing responses, and the explanation on the attached page(s), if any, are correct to the best of my knowledge and belief. Further, I understand that failure to answer the questions in good faith or providing materially false answers may subject Declarant Company to consequences, including disqualification of its bid/proposal or delays in the processing of the requested contract, license, permit, or other entitlement.

IMPORTANT NOTICE REGARDING FUTURE AGENTS AND FUTURE CONTRIBUTIONS:

By signing this Contribution and Agent Declaration form, you also agree that, if Declarant Company hires an agent, such as, but not limited to, an attorney or lobbyist during the course of these proceedings and will compensate them for communicating with the County about this contract, project, permit, license, or other entitlement for use, you agree to inform the County of the identity of the agent or lobbyist and the date of their hire. You also agree to disclose to the County any future contributions made to members of the County Board of Supervisors, another elected County officer (the Sheriff, Assessor, and the District Attorney), or any other County officer or employee by the Declarant Company, or, if applicable, any of the Declarant Company's proposed subcontractors, agents, lobbyists, and employees who have communicated or will communicate with the County about this contract, license, permit, or other entitlement after the date of signing this disclosure form, and within 12 months following the approval, renewal, or extension of the requested contract, license, permit, or entitlement for use.

 Louise Oliver
Signature

 1-6-25
Date

REQUIRED FORMS


CONTRIBUTION AND AGENT DECLARATION FORM

INDIVIDUAL BIDDERS OR APPLICANTS

I, Louise Oliver, declare that the foregoing responses and the explanation on the attached sheet(s), if any, are correct to the best of my knowledge and belief. Further, I understand that failure to answer the questions in good faith or providing materially false answers may subject me to consequences, including disqualification of my bid/proposal or delays in the processing of the requested license, permit, or other entitlement.

IMPORTANT NOTICE REGARDING FUTURE AGENTS AND FUTURE CONTRIBUTIONS:

If I hire an agent or lobbyist during the course of these proceedings and will compensate them for communicating with the County about this contract, project, permit, license, or other entitlement for use, I agree to inform the County of the identity of the agent or lobbyist and the date of their hire. I also agree to disclose to the County any future contributions made to members of the County Board of Supervisors, another elected County official (the Sheriff, Assessor, and the District Attorney), or any other County officer or employee by me, or an agent such as, but not limited to, a lobbyist or attorney representing me, that are made after the date of signing this disclosure form, and within 12 months following the approval, renewal, or extension of the requested contract, license, permit, or entitlement for use.



Signature

1-6-25

Date

COUNTY OF LOS ANGELES LIVING WAGE PROGRAM

APPLICATION FOR EXEMPTION

The contract to be awarded pursuant to the County's solicitation is subject to the County of Los Angeles Living Wage Program (LW Program) ([Los Angeles County Code, Chapter 2.201](#)). Contractors and subcontractors must apply individually for consideration for an exemption from the LW Program. **To apply, Contractors must complete and submit this form with supporting documentation to the County by the due date set forth in the solicitation document.** Upon review of the submitted Application for Exemption, the County department will determine, in its sole discretion, whether the contractor and/or subcontractor is/are exempt from the LW Program.

| | | |
|---|---------------|--|
| Company Name: | | |
| Company Address: | | |
| City: | State: | Zip Code: |
| My business has received an aggregate sum of less than \$25,000 during the preceding 12 months under one or more Proposition A contracts and/or cafeteria services contracts, including the proposed contract amount. | | <input type="checkbox"/> Yes <input type="checkbox"/> No |

I am requesting an exemption from the LW Program for the following reason(s) (*attach all documentation that supports your claim to this form*). Please check all that apply:

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

STAFFING PLAN AND COST METHODOLOGY FOR CONTRACT: County-owned Airports Janitorial Services (BRC0000541)

Mandatory Minimum Annual Required Hours of Janitorial Services for ALL Locations: 5,475 hrs/yr*, plus 100 hrs/yr for On-Call Janitorial Services.

This minimum does NOT include time for the Contractor to perform the other incremental cleaning requirements (weekly, monthly, quarterly, semiannual, and annual Travel Time between county facilities MUST be paid at applicable Living Wage rates.

PROPOSER:

| POSITION/TITLE * (LIST EACH EMPLOYEE SEPARATELY) | HOURS PER DAY | | | | | | | HOURS PER WEEK | APPROXIMATE HOURS (52 x Hrs per wk) | HOURLY WAGE RATE** | ANNUAL COST |
|--|---|------|------|------|------|------|------|-------------------|---|-----------------------|---------------------|
| | SUN | MON | TUE | WED | THU | FRI | SAT | | | | |
| Employee No. 1 | 7.2 | 0 | 7.2 | 7.2 | 0 | 7.2 | 7.2 | 36 | 1,872 | 19.80 | \$ 37,065.60 |
| Employee No. 2 | 7.2 | 7.2 | 0 | 0 | 7.2 | 7.2 | 7.2 | 36 | 1,872 | 19.80 | \$ 37,065.60 |
| Employee No. 3 | 1 | 0 | 0 | 0 | 0 | 1 | 1 | 3 | 156 | 19.80 | \$ 3,088.80 |
| Employee No. 4 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 6 | 312 | 19.80 | \$ 6,177.60 |
| Employee No. 5 | 0 | 7.2 | 7.2 | 7.2 | 7.2 | 0 | 7.2 | 36 | 1,872 | 19.80 | \$ 37,065.60 |
| Employee No. 6 | 0 | 1.33 | 1.33 | 1.33 | 1.33 | 1.33 | 1.33 | 8 | 416 | 19.80 | \$ 8,236.80 |
| Employee No. 7 | 1.33 | 1.33 | 1.33 | 1.33 | 1.33 | 1.33 | 0 | 8 | 416 | 19.80 | \$ 8,236.80 |
| Employee No. 8 | 0 | 6.65 | 6.65 | 6.65 | 6.65 | 6.65 | 6.75 | 40 | 2,080 | 19.80 | \$ 41,184.00 |
| Employee No. 9 | 1.5 | 1.5 | 1.5 | 1.65 | 0 | 0 | 0 | 6.15 | 320 | 19.80 | \$ 6,336.00 |
| Employee No. 10 | 1.5 | 1.5 | 1.5 | 1.65 | 0 | 0 | 0 | 6.15 | 320 | 19.80 | \$ 6,336.00 |
| | | | | | | | | | | | \$ |
| | | | | | | | | | | | \$ |
| | | | | | | | | | | | \$ |
| ON-CALL JANITORIAL SERVICES | | | | | | | | | 100 | 19.80 | \$ 1,980.00 |
| Comments/Notes: | Total Salaries \$ 192,772.80 | | | | | | | | | | |
| **Important: HOURLY RATE LISTED ON LW-8s MUST BE EITHER THE HIGHER OF THE TWO LIVING WAGE RATE IF CONTRACT TERMS SPANS THROUGH MULTIPLE LIVING WAGE RATE YEARS OR YOU MUST CLEARLY SHOW THE TWO DIFFERENT LIVING WAGE RATES IN THE LW-8s PER EACH YEAR'S RATE. | (1) Vacations, Sick Leave, Holiday | | | | | | | | | | \$ 7,711.70 |
| | (2) Health Insurance | | | | | | | | | | \$ 7,711.70 |
| | (3) Payroll Taxes & Workers' Compensation | | | | | | | | | | \$ 38,558.52 |
| | (4) Welfare and Pension | | | | | | | | | | \$ 3,855.85 |
| | Total Employee Benefits (1+2+3+4) | | | | | | | | | | \$ 57,837.78 |
| | (5) Equipment Costs | | | | | | | | | | \$ 7,518.91 |
| | (6) Service and Supply Costs | | | | | | | | | | 10,700.00 |
| | (7) General and Administrative Costs | | | | | | | | | | 10,275.85 |
| (8) Profit | | | | | | | | | | \$ 12,550.66 | |
| Total Other Costs (5+6+7+8) | | | | | | | | | | \$ 41,045.42 | |
| TOTAL PRICE | | | | | | | | | | \$ 291,656.00 | |

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

** Living wage rate shall be at the wage rate as set forth in Form LW-1, Los Angeles County Code Chapter 2.201 - Living Wage Program. Hourly rates that are not in compliance may subject your proposal to rejection.

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

The above information was compiled from records that are available to me at this time and I declare under penalty of perjury that the information is true and accurate within the requirements of the Proposal.

Louise Oliver

Louise Oliver

1-6-25

Name of Proposer

Signature

Date

TAN 27

STAFFING PLAN AND COST METHODOLOGY FOR CONTRACT: County-owned Airports Janitorial Services (BRC0000541)
Mandatory Minimum Annual Required Hours of Janitorial Services for ALL Locations: 5,475 hrs/yr*, plus 100 hrs/yr for On-Call Janitorial Services.
 This minimum does NOT include time for the Contractor to perform the other incremental cleaning requirements (weekly, monthly, quarterly, semiannual, and annual Travel Time between county facilities MUST be paid at applicable Living Wage rates.

| PROPOSER: POSITION/TITLE * (LIST EACH EMPLOYEE SEPARATELY) | HOURS PER DAY | | | | | | | HOURS PER WEEK | APPROXIMATE HOURS (52 x Hrs per wk) | HOURLY WAGE RATE** | ANNUAL COST |
|--|---------------|-----|-----|-----|-----|-----|-----|-------------------|---|-----------------------|----------------|
| | SUN | MON | TUE | WED | THU | FRI | SAT | | | | |
| Employee No. 1 | | | | | | | | 36 | 1872 | 20.59 | \$ 38,544.48 |
| Employee No. 2 | | | | | | | | 36 | 1872 | 20.59 | \$ 38,544.48 |
| Employee No. 3 | | | | | | | | 3 | 156 | 20.59 | \$ 3,212.04 |
| Employee No. 4 | | | | | | | | 3 | 312 | 20.59 | \$ 6,424.08 |
| Employee No. 5 | | | | | | | | 36 | 1872 | 20.59 | \$ 38,544.48 |
| Employee No. 6 | | | | | | | | 3 | 416 | 20.59 | \$ 8,565.44 |
| Employee No. 7 | | | | | | | | 3 | 416 | 20.59 | \$ 8,565.44 |
| Employee No. 8 | | | | | | | | 40 | 2080 | 20.59 | \$ 42,827.20 |
| Employee No. 9 | | | | | | | | 3.15 | 320 | 20.59 | \$ 6,588.80 |
| Employee No. 10 | | | | | | | | 3.15 | 320 | 20.59 | \$ 6,588.80 |
| | | | | | | | | | | | \$ |
| | | | | | | | | | | | \$ |
| | | | | | | | | | | | \$ |
| | | | | | | | | | | | \$ |
| ON-CALL JANITORIAL SERVICES | | | | | | | | | 100 | 20.59 | \$ 2,059.00 |
| Comments/Notes: | | | | | | | | | | | |
| Total Salaries \$ 200,464.74 | | | | | | | | | | | |
| **Important: HOURLY RATE LISTED ON LW-8s MUST BE EITHER THE HIGHER OF THE TWO LIVING WAGE RATE IF CONTRACT TERMS SPANS THROUGH MULTIPLE LIVING WAGE RATE YEARS OR YOU MUST CLEARLY SHOW THE TWO DIFFERENT LIVING WAGE RATES IN THE LW-8s PER EACH YEAR'S RATE. | | | | | | | | | | | |
| (1) Vacations, Sick Leave, Holiday \$ 8,018.57 (2) Health Insurance \$ 8,018.57 (3) Payroll Taxes & Workers' Compensation \$ 40,092.85 (4) Welfare and Pension \$ 4,009.28 Total Employee Benefits (1+2+3+4) \$ 60,139.27 | | | | | | | | | | | |
| (5) Equipment Costs \$ 7,819.67 | | | | | | | | | | | |
| (6) Service and Supply Costs \$ 11,128.00 | | | | | | | | | | | |
| (7) General and Administrative Costs \$ 10,688.88 | | | | | | | | | | | |
| (8) Profit \$ 13,033.94 | | | | | | | | | | | |
| Total Other Costs (5+6+7+8) \$ 42,666.49 | | | | | | | | | | | |
| TOTAL PRICE \$ 303,270.00 | | | | | | | | | | | |

* All employees shown must be FULL-TIME employees of the Bidder, unless exemption to use Part-Time employees has been granted by the County
 ** Living wage rate shall be at the wage rate as set forth in Form LW-1, Los Angeles County Code Chapter 2.201 - Living Wage Program - Hourly rates that are not in compliance may subject your proposal to rejection.
 Note: This cost methodology is to show, in detail, how the Proposer arrived at the proposed contract price. This methodology is to reflect employee classifications to be used (e.g., landscape maintenance laborer, working supervisor etc.); hours to be worked daily, weekly, and annually by each classification, hourly and annual wages to be paid to each classification; estimated annual payroll taxes, estimated annual allowances for vacation, sick, holiday, health and welfare and pension - Proposer's costs for insurance, supplies, equipment, overhead, and any other miscellaneous costs are to be shown as requested. These costs, plus the gross labor costs and projected profit, must match the total to the Proposer's annual price as quoted in Form PW-2, Schedule of Prices. When there is a discrepancy between the price quoted in Form PW-2 Schedule of Prices, and this cost methodology, Form LW-8, the correctly calculated price indicated in Form PW-2, Schedule of Prices, shall prevail.

The above information was compiled from records that are available to me at this time and I declare under penalty of perjury that the information is true and accurate within the requirements of the Proposal.

Louise Oliver, Director, Government Contracts
 Name of Proposer
 Signature: Louise Oliver
 Date: 1-6-25

File 28

STAFFING PLAN AND COST METHODOLOGY FOR CONTRACT: County-owned Airports Janitorial Services (BRC0000541)

Mandatory Minimum Annual Required Hours of Janitorial Services for ALL Locations: 5,475 hrs/yr*, plus 100 hrs/yr for On-Call Janitorial Services.

This minimum does NOT include time for the Contractor to perform the other incremental cleaning requirements (weekly, monthly, quarterly, semiannual, and annual Travel Time between county facilities MUST be paid at applicable Living Wage rates.

PROPOSER:

| POSITION/TITLE * (LIST EACH EMPLOYEE SEPARATELY) | HOURS PER DAY | | | | | | | HOURS PER WEEK | APPROXIMATE HOURS (52 x Hrs per wk) | HOURLY WAGE RATE** | ANNUAL COST |
|---|---|-----|-----|-----|-----|-----|-----|-------------------|---|-----------------------|--------------------|
| | SUN | MON | TUE | WED | THU | FRI | SAT | | | | |
| Employee No. 1 | | | | | | | | 36 | 1872 | 21.42 | \$ 40,098.24 |
| Employee No. 2 | | | | | | | | 36 | 1872 | 21.42 | \$ 40,098.24 |
| Employee No. 3 | | | | | | | | 3 | 156 | 21.42 | \$ 3,341.52 |
| Employee No. 4 | | | | | | | | 6 | 312 | 21.42 | \$ 6,683.04 |
| Employee No. 5 | | | | | | | | 36 | 1872 | 21.42 | \$ 40,098.24 |
| Employee No. 6 | | | | | | | | 8 | 416 | 21.42 | \$ 8,910.72 |
| Employee No. 7 | | | | | | | | 8 | 416 | 21.42 | \$ 8,910.72 |
| Employee No. 8 | | | | | | | | 40 | 2080 | 21.42 | \$ 44,553.60 |
| Employee No. 9 | | | | | | | | 6.15 | 320 | 21.42 | \$ 6,854.40 |
| Employee No. 10 | | | | | | | | 6.15 | 320 | 21.42 | \$ 6,854.40 |
| | | | | | | | | | | | \$ |
| | | | | | | | | | | | \$ |
| | | | | | | | | | | | \$ |
| ON-CALL JANITORIAL SERVICES | | | | | | | | | 100 | 21.42 | \$ 2,142.00 |
| Comments/Notes: | Total Salaries \$ 208,545.12 | | | | | | | | | | |
| **Important: HOURLY RATE LISTED ON LW-8s MUST BE EITHER THE HIGHER OF THE TWO LIVING WAGE RATE IF CONTRACT TERMS SPANS THROUGH MULTIPLE LIVING WAGE RATE YEARS OR YOU MUST CLEARLY SHOW THE TWO DIFFERENT LIVING WAGE RATES IN THE LW-8s PER EACH YEAR'S RATE. | (1) Vacations, Sick Leave, Holiday | | | | | | | | | | \$ 8,341.80 |
| | (2) Health Insurance | | | | | | | | | | \$ 8,341.80 |
| | (3) Payroll Taxes & Workers' Compensation | | | | | | | | | | \$ 41,709.02 |
| | (4) Welfare and Pension | | | | | | | | | | \$ 4,170.90 |
| | Total Employee Benefits (1+2+3+4) | | | | | | | | | | \$62,563.52 |
| | (5) Equipment Costs | | | | | | | | | | \$ 8,132.45 |
| | (6) Service and Supply Costs | | | | | | | | | | \$ 11,573.12 |
| | (7) General and Administrative Costs | | | | | | | | | | \$ 11,114.35 |
| (8) Profit | | | | | | | | | | \$ 13,553.44 | |
| Total Other Costs (5+6+7+8) | | | | | | | | | | \$ 44,373.36 | |
| TOTAL PRICE | | | | | | | | | | \$ 315,482.00 | |

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

** Living wage rate shall be at the wage rate as set forth in Form LW-1, Los Angeles County Code Chapter 2 201 - Living Wage Program. Hourly rates that are not in compliance may subject your proposal to rejection.

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

The above information was compiled from records that are available to me at this time and I declare under penalty of perjury that the information is true and accurate within the requirements of the Proposal.

Louise Oliver, Director, Government Contracts

Louise Oliver
Signature

1-6-25

Name of Proposer

Date

TR 29

STAFFING PLAN AND COST METHODOLOGY FOR CONTRACT: County-owned Airports Janitorial Services (BRC0000541)

Mandatory Minimum Annual Required Hours of Janitorial Services for ALL Locations: 5,475 hrs/yr*, plus 100 hrs/yr for On-Call Janitorial Services.

This minimum does NOT include time for the Contractor to perform the other incremental cleaning requirements (weekly, monthly, quarterly, semiannual, and annual Travel Time between county facilities MUST be paid at applicable Living Wage rates.

PROPOSER:

| POSITION/TITLE * (LIST EACH EMPLOYEE SEPARATELY) | HOURS PER DAY | | | | | | | HOURS PER WEEK | APPROXIMATE HOURS (52 x Hrs per wk) | HOURLY WAGE RATE** | ANNUAL COST |
|--|---|-----|-----|-----|-----|-----|-----|-------------------|---|-----------------------|----------------|
| | SUN | MON | TUE | WED | THU | FRI | SAT | | | | |
| Employee No. 1 | | | | | | | | 36 | 1,872 | 22.49 | \$ 42,101.28 |
| Employee No. 2 | | | | | | | | 36 | 1,872 | 22.49 | \$ 42,101.28 |
| Employee No. 3 | | | | | | | | 3 | 156 | 22.49 | \$ 3,508.44 |
| Employee No. 4 | | | | | | | | 6 | 312 | 22.49 | \$ 7,016.88 |
| Employee #5 | | | | | | | | 36 | 1,872 | 22.49 | \$ 42,101.28 |
| Employee #6 | | | | | | | | 8 | 416 | 22.49 | \$ 9,355.84 |
| Employee #7 | | | | | | | | 8 | 416 | 22.49 | \$ 9,355.84 |
| Employee #8 | | | | | | | | 40 | 2080 | 22.49 | \$ 46,779.20 |
| Employee #9 | | | | | | | | 6.15 | 320 | 22.49 | \$ 7,196.80 |
| Employee #10 | | | | | | | | 6.15 | 320 | 22.49 | \$ 7,196.80 |
| | | | | | | | | | | | \$ |
| | | | | | | | | | | | \$ |
| | | | | | | | | | | | \$ |
| | | | | | | | | | | | \$ |
| ON-CALL JANITORIAL SERVICES | | | | | | | | | 100 | 22.49 | \$ 2,249.00 |
| Comments/Notes: | Total Salaries | | | | | | | | | | \$ 218,962.64 |
| **Important: HOURLY RATE LISTED ON LW-8s MUST BE EITHER THE HIGHER OF THE TWO LIVING WAGE RATE IF CONTRACT TERMS SPANS THROUGH MULTIPLE LIVING WAGE RATE YEARS OR YOU MUST CLEARLY SHOW THE TWO DIFFERENT LIVING WAGE RATES IN THE LW-8s PER EACH YEAR'S RATE. | (1) Vacations, Sick Leave, Holiday | | | | | | | | | | \$ 8,758.51 |
| | (2) Health Insurance | | | | | | | | | | \$ 8,758.51 |
| | (3) Payroll Taxes & Workers' Compensation | | | | | | | | | | \$ 43,792.53 |
| | (4) Welfare and Pension | | | | | | | | | | \$ 4,379.25 |
| | Total Employee Benefits (1+2+3+4) | | | | | | | | | | \$ 65,688.80 |
| | (5) Equipment Costs | | | | | | | | | | \$ 8,457.75 |
| | (6) Service and Supply Costs | | | | | | | | | | \$ 12,036.04 |
| | (7) General and Administrative Costs | | | | | | | | | | \$ 11,558.93 |
| | (8) Profit | | | | | | | | | | \$ 14,095.84 |
| | Total Other Costs (5+6+7+8) | | | | | | | | | | \$ 46,148.56 |
| | TOTAL PRICE | | | | | | | | | | \$ 330,800.00 |

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

** Living wage rate shall be at the wage rate as set forth in Form LW-1, Los Angeles County Code Chapter 2.201 - Living Wage Program. Hourly rates that are not in compliance may subject your proposal to rejection.

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

The above information was compiled from records that are available to me at this time and I declare under penalty of perjury that the information is true and accurate within the requirements of the Proposal.

Louise Oliver, Director, Government Contracts

Louise Oliver
Signature

1-6-25

Date

Name of Proposer

Tak 30

DO NOT USE - Refer to Exhibit A.2

for Negotiated Staffing Plan and Cost Methodology

ENCLOSURE B [Per Notice "E"]
FORM LW-8.5B
Option Year 4

STAFFING PLAN AND COST METHODOLOGY FOR CONTRACT: County-owned Airports Janitorial Services (BRC0000541)

Mandatory Minimum Annual Required Hours of Janitorial Services for ALL Locations: 5,475 hrs/yr*, plus 100 hrs/yr for On-Call Janitorial Services.

This minimum does NOT include time for the Contractor to perform the other incremental cleaning requirements (weekly, monthly, quarterly, semiannual, and annual Travel Time between county facilities MUST be paid at applicable Living Wage rates.

PROPOSER:

| POSITION/TITLE * (LIST EACH EMPLOYEE SEPARATELY) | HOURS PER DAY | | | | | | | HOURS PER WEEK | APPROXIMATE HOURS (52 x Hrs per wk) | HOURLY WAGE RATE** | ANNUAL COST |
|---|---|-----|-----|-----|-----|-----|-----|-------------------|---|-----------------------|----------------|
| | SUN | MON | TUE | WED | THU | FRI | SAT | | | | |
| Employee No. 1 | | | | | | | | 36 | 1,872 | 23.69 | \$ 44,347.68 |
| Employee No. 2 | | | | | | | | 36 | 1,872 | 23.69 | \$ 44,347.68 |
| Employee No. 3 | | | | | | | | 3 | 156 | 23.69 | \$ 3,695.64 |
| Employee #4 | | | | | | | | 6 | 312 | 23.69 | \$ 7,391.28 |
| Employee #5 | | | | | | | | 36 | 1,872 | 23.69 | \$ 44,347.68 |
| Employee #6 | | | | | | | | 8 | 416 | 23.69 | \$ 9,855.04 |
| Employee #7 | | | | | | | | 8 | 416 | 23.69 | \$ 9,855.04 |
| Employee #8 | | | | | | | | 40 | 2,080 | 23.69 | \$ 49,275.20 |
| Employee #9 | | | | | | | | 6.15 | 320 | 23.69 | \$ 7,580.80 |
| Employee #10 | | | | | | | | 6.15 | 320 | 23.69 | \$ 7,580.80 |
| | | | | | | | | | | | \$ |
| | | | | | | | | | | | \$ |
| | | | | | | | | | | | \$ |
| ON-CALL JANITORIAL SERVICES | | | | | | | | | 100 | 23.69 | \$ 2,369.00 |
| Comments/Notes: | Total Salaries | | | | | | | | | | \$ 230,645.84 |
| **Important: HOURLY RATE LISTED ON LW-8s MUST BE EITHER THE HIGHER OF THE TWO LIVING WAGE RATE IF CONTRACT TERMS SPANS THROUGH MULTIPLE LIVING WAGE RATE YEARS OR YOU MUST CLEARLY SHOW THE TWO DIFFERENT LIVING WAGE RATES IN THE LW-8s PER EACH YEAR'S RATE. | (1) Vacations, Sick Leave, Holiday | | | | | | | | | | \$ 9194.68 |
| | (2) Health Insurance | | | | | | | | | | \$ 9194.68 |
| | (3) Payroll Taxes & Workers' Compensation | | | | | | | | | | \$ 45973.39 |
| | (4) Welfare and Pension | | | | | | | | | | \$ 4597.34 |
| | Total Employee Benefits (1+2+3+4) | | | | | | | | | | \$ 68,960.09 |
| | (5) Equipment Costs | | | | | | | | | | \$ 8796.06 |
| | (6) Service and Supply Costs | | | | | | | | | | \$ 12517.49 |
| | (7) General and Administrative Costs | | | | | | | | | | \$ 12021.29 |
| (8) Profit | | | | | | | | | | \$ 13,879.23 | |
| Total Other Costs (5+6+7+8) | | | | | | | | | | \$ 47,214.07 | |
| TOTAL PRICE | | | | | | | | | | \$ 346,820.00 | |

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

** Living wage rate shall be at the wage rate as set forth in Form LW-1, Los Angeles County Code Chapter 2.201 - Living Wage Program. Hourly rates that are not in compliance may subject your proposal to rejection.

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

The above information was compiled from records that are available to me at this time and I declare under penalty of perjury that the information is true and accurate within the requirements of the Proposal.

Louise Oliver, Director, Government Contracts

Louise Oliver

 Signature

1-6-25

 Date

 Name of Proposer

Talk 3/

**WAGE AND HOUR RECORD KEEPING FOR LIVING WAGE CONTRACTS
COUNTY-OWNED AIRPORTS JANITORIAL SERVICES (BRC0000541)**

INSTRUCTIONS

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

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

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

IDENTIFY EACH RESPONSE BY THE CORRESPONDING QUESTION NUMBER.

| QUESTION | RESPOND HERE OR ATTACHED NUMBERED RESPONSES IF MORE SPACE IS NEEDED. |
|---|---|
| <p>1. TRACKING HOURS WORKED</p> <p>1.1. How does the Proposer track employee hours actually worked?</p> <p>1.2. Where do the Proposer's employees report to work at the beginning of their shift? At the work location or a central site with travel to the worksite?</p> <p>1.3. If the employees report to a central site with travel to the worksite, when does the Proposer consider the employees' shift to have started? At a central site or upon arrival at the work location?</p> | <p>1.1 We use electronic time and attendance system (DayForce). Employees clock in/out via time clocks, desktop computers or company provided I-phones.</p> <p>1.2 For this LA County Airports Project BRO0000541, employees will report to work at thier assigned County Airport worksite.</p> <p>1.3 For employees working at more than one site: thier shift start at thier designated duty station.</p> |

| QUESTION | RESPOND HERE OR ATTACHED NUMBERED RESPONSES IF MORE SPACE IS NEEDED. |
|--|---|
| <p>2. REPORTING TIME</p> <p>How does the Proposer know employees actually reported to work and at what time? For example, sign-in sheets, computerized check in, call-in system, or some other method?</p> | <p>2. Employees clock-in via company provided I-phone, using the Dayforce app.</p> |
| <p>3. RECORDS OF ACTUAL TIME WORKED</p> <p>3.1. What records are created to document the beginning and ending times of employee's actual work shifts?</p> <p>3.2. What records are maintained by the Proposer of actual time worked?</p> <p>3.3. Are the records maintained daily or at another interval (indicate the interval)?</p> <p>3.4. Who creates these records (e.g., employee, supervisor, or office staff)?</p> <p>3.5. Who checks the records, and what are they checking for?</p> <p>3.6. What happens to these records?</p> <p>3.7. Are they used as a source document to create Proposer's payroll?</p> <p>3.8. <u>ATTACH ACTUAL COPIES OF THESE RECORDS (Please blank out any personal information).</u></p> | <p>3.1 Daily punches via Dayforce register on our Payroll System.</p> <p>3.2 Electronic punches and time are recorded and saved in the Payroll database.</p> <p>3.3 Time records are maintained daily and approved weekly.</p> <p>3.4 Employee create a record when clocking in/out.</p> <p>3.5 Records are checked for accuracy by the Department Director, Project Manager, Assistant Project Manager, and Payroll/Accounting Department.</p> <p>3.6 Records are stored in the Payroll Department.</p> <p>3.7 Yes, records are used to create payroll.</p> <p>3.8 Please see attached sample documents.</p> |

| QUESTION | RESPOND HERE OR ATTACHED NUMBERED RESPONSES IF MORE SPACE IS NEEDED. |
|---|---|
| <p>4. OTHER RECORDS USED TO CREATE PAYROLL (IF ANY)</p> <p>4.1. If records of actual time worked are not used to create payroll, what is the source document that is used?</p> <p>4.2. Who prepares and who checks the source document?</p> <p>4.3. Does the employee sign it?</p> <p>4.4. Who approves the source document, and what do they compare it with prior to approving it?</p> | <p>4. None - N/A</p> |
| <p>5. BREAKS</p> <p>5.1. How does the Proposer know that employees take mandated breaks and meal breaks (periods)?</p> <p>5.2. Does the Proposer maintain any written supporting documentation to validate that the breaks actually occurred?</p> <p>5.3. If so, who prepares, reviews, and approves such documentation?</p> | <p>5.1 Breaks are specifically schedules, and routinely checked by supervisors; lunch/meal periods require clocking in/out.</p> <p>5.2 A record of meal breaks is documented by the employees clocking in/out.</p> <p>5.3 Electronic records are received and approved by Project Manager and/or Assistant Project Manager.</p> |

| QUESTION | RESPOND HERE OR ATTACHED NUMBERED RESPONSES IF MORE SPACE IS NEEDED. |
|---|--|
| <p>6. HOW PAYROLL IS PREPARED</p> <p>6.1. Discuss how the Proposer's payroll is prepared and how the Proposer ensures that employee wages are appropriately paid.</p> <p>6.2. How are employees paid (e.g., manually issued check, cash, automated check, or combination of methods)?</p> <p>6.3. If by check, do they receive a single check for straight time and overtime or are separate payments made?</p> <p>6.4. What information is provided on the check (e.g., deductions for taxes, etc.)?</p> <p>6.5. <u>ATTACH A COPY OF A PAY CHECK AND PAY CHECK STUB THAT SHOWS DEDUCTION CATEGORIES (COVER UP OR BLOCK OUT BANK ACCOUNT INFORMATION AND ANY EMPLOYEE INFORMATION).</u></p> | <p>6.1 Payroll data is gathered from the time records which employees approve electronically. Payroll Department initiates pay according to the actual hours worked, and other paid time such as holiday, vacation, sick pay, etc. Hours are based in the pay rate stored in the HR system.</p> <p>6.2 Electronic Direct Deposit, Pay Cards, or Pay Check as the employee chooses.</p> <p>6.3 All Compensation is included in a single paycheck, and are itemized on the Earnings Statement.</p> <p>6.4 Deductions are itemized on the Earnings Statement. Payroll taxes, FICA, SUI,403b contributions, etc.</p> <p>6.5 Please see attached samples.</p> |

| QUESTION | RESPOND HERE OR ATTACHED NUMBERED RESPONSES IF MORE SPACE IS NEEDED. |
|---|--|
| <p>7. MANUAL PAYROLL SYSTEM</p> <p>7.1. If the Proposer uses a manual payroll system, describe the steps the person preparing the payroll takes to create a check, starting from the source document through the issuance of a check.</p> <p>7.2. If the employee has multiple wage rates (i.e., County's Living Wage rate for County work and the Proposer's standard rate for other non-County work), how does the person preparing the payroll calculate total wages paid?</p> | <p>7. N/A Not Applicable</p> |
| <p>8. AUTOMATED PAYROLL SYSTEM</p> <p>8.1. If the Proposer uses an automated payroll system or contracts for such automated payroll services to an outside firm, describe the steps taken to prepare the payroll.</p> <p>8.2. If the employee has multiple wage rates (i.e., County's Living Wage rate for County work and the Proposer's standard rate for other non-County work), how does the automated payroll system calculate total wages paid?</p> <p>8.3. Is the calculation embedded in the software program, or does someone have to override the system to perform the calculation?</p> | <p>8.1 Described in Sections 3,4 and 6 above.</p> <p>8.2 Multiple wage rates are entered in the HRIS System by department number (the County Living Wage Rate is specific to Dept 43301). For employees working in multiple departments, thier hours are recorded for each department and the payroll system pays accordingly.</p> <p>8.3 Yes, the calculation os embeded in the software program.</p> |

| QUESTION | RESPOND HERE OR ATTACHED NUMBERED RESPONSES IF MORE SPACE IS NEEDED. |
|---|---|
| <p>9. TRAVEL TIME</p> <p>9.1. How is travel time during an employee's shift paid?</p> <p>9.2. At what rate is such travel time paid if the employee has multiple wage rates?</p> <p>9.3. Discuss how the Proposer calculates the day's wages for each situation described in the following two examples:</p> <p>a. During a single shift, an employee works three hours at a work location under a County Living Wage contract, then travels an hour to another work location to work four hours, where they are paid at a different rate than the County's Living Wage rate.</p> <p>b. During a single shift, an employee works three hours at a work location under a County Living Wage contract, then travels an hour to another work location to work four hours, where they are also paid the County's Living Wage rate.</p> | <p>9.1 Employee who travel from one worksite to another are paid travel time at thier regular pay rate.</p> <p>9.2 The travel rate is based on the applicable wage for the job assignment.</p> <p>9.3 a 3 hours @ CLW rate 1 hour @ non-CLW rate 4 hours @ non-CLW rate</p> <p>9.3b 3 hours @ CLW rate 1 hour @ CLW rate 4 hours @ CLW rate</p> |
| <p>10. OVERTIME</p> <p>10.1. How does the Proposer calculate overtime wages?</p> <p>10.2. What if the employee has multiple wage rates?</p> | <p>10.1 Overtime is paid at 1.5 x regular rate after 8 hours a day, and 40 hours in a week and double time after 12 hours, and on the seventh day in a work week.</p> <p>10.2 In accordance with California law, overtime is paid as a sum of wages per pay period/sum of hours worked= average hourly rate x 1.5. If this average is less then the CLW, an adjustment is made to ensure employee is paid at the higher CLW rate.</p> |

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|---------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|-------------|-------------|---------|----------------|
| 8:03 am | 1:03 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.00 | 0.00 | \$18.86 | \$94.30 |
| Total: | | | | | | | 5.00 | 0.00 | | \$94.30 |

| | | 100475 | Fri, Nov 1 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|---------|-------------------------------------|-----------------------------------|-------------------------------|--------------|---------------------|-------------|-------------|---------|----------------|--|
| | | 100475 | | | | | | | | | |
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| 8:12 am | 1:12 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.00 | 0.00 | \$18.86 | \$94.30 | |
| Total: | | | | | | | 5.00 | 0.00 | | \$94.30 | |

| Pay Category | Pay Code | Department | Job | Hours | Premium | Rate | Amount |
|---------------|----------|-----------------------------------|-------------------------------|--------------|-------------|---------|-----------------|
| REG | REG | 43301 CES LA County DPW Custodial | Custodian Contracts - General | 50.00 | 0.00 | \$18.86 | \$943.00 |
| Total: | | | | 50.00 | 0.00 | | \$943.00 |

| | | 098624 | Sat, Oct 19 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|---------|-------------------------------------|-----------------------------------|-------------------------------|--------------|---------------------|-------------|-------------|---------|-----------------|--|
| | | 098624 | | | | | | | | | |
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| 12:00 pm | 1:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 6.75 | 0.00 | \$18.86 | \$127.31 | |
| 1:30 pm | 1:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.25 | 0.00 | \$18.86 | \$4.72 | |
| 1:45 pm | 3:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 0.00 | 0.00 | | | |
| 3:45 pm | 7:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 0.00 | 0.00 | | | |
| Total: | | | | | | | 7.00 | 0.00 | | \$132.02 | |

| | | 098624 | Sun, Oct 20 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|---------|-------------------------------------|-----------------------------------|-------------------------------|--------------|---------------------|-------------|-------------|---------|-----------------|--|
| | | 098624 | | | | | | | | | |
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| 11:00 am | 3:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 | |
| 3:45 pm | 7:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 0.00 | 0.00 | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 | |

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| | | 098624 | Mon, Oct 21 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|---------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 2:30 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 6.00 | 0.00 | \$18.86 | \$113.16 |
| 6:15 pm | 9:00 pm | | | | | | | | | |
| Total: | | | | | | | 6.00 | 0.00 | | \$113.16 |

| | | 098624 | Tue, Oct 22 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 2:30 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 |
| 6:15 pm | 11:00 pm | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 |

| | | 098624 | Fri, Oct 25 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 3:00 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 |
| 6:15 pm | 11:30 pm | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 |

| | | 098624 | Sat, Oct 26 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|---------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 12:00 pm | 3:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 7.00 | 0.00 | \$18.86 | \$132.02 |
| 3:45 pm | 7:30 pm | | | | | | | | | |
| Total: | | | | | | | 7.00 | 0.00 | | \$132.02 |

| | | 098624 | Sun, Oct 27 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|---------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 12:00 pm | 3:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 7.00 | 0.00 | \$18.86 | \$132.02 |
| 3:45 pm | 7:30 pm | | | | | | | | | |
| Total: | | | | | | | 7.00 | 0.00 | | \$132.02 |

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| | | 098624 | Mon, Oct 28 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 2:30 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 |
| 6:15 pm | 11:00 pm | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 |

| | | 098624 | Tue, Oct 29 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 2:30 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 |
| 6:15 pm | 11:00 pm | | | | | | | | | |
| 11:00 pm | 11:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | OTH1.5 | REG | 0.50 | 0.00 | \$28.29 | \$14.15 |
| Total: | | | | | | | 8.50 | 0.00 | | \$165.03 |

| | | 098624 | Thu, Oct 31 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 2:30 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 |
| 6:15 pm | 11:00 pm | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 |

| | | 098624 | Fri, Nov 1 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 7:30 am | 9:30 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 2.00 | 0.00 | \$18.86 | \$37.72 |
| 9:30 am | 11:15 am | | | | | | | | | |
| 11:45 am | 4:00 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | OTH1.5 | REG | 6.00 | 0.00 | \$28.29 | \$169.74 |
| Total: | | | | | | | 8.00 | 0.00 | | \$207.46 |

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| Pay Category | Pay Code | Department | Job | Hours | Premium | Rate | Amount |
|---------------|----------|-----------------------------------|-------------------------------|--------------|-------------|---------|-------------------|
| REG | REG | 43301 CES LA County DPW Custodial | Custodian Contracts - General | 76.75 | 0.00 | \$18.86 | \$1,447.51 |
| REG | BRK | 43301 CES LA County DPW Custodial | Custodian Contracts - General | 0.25 | 0.00 | \$18.86 | \$4.72 |
| OTH1.5 | REG | 43301 CES LA County DPW Custodial | Custodian Contracts - General | 6.50 | 0.00 | \$28.29 | \$183.89 |
| Total: | | | | 83.50 | 0.00 | | \$1,636.11 |

098624 098624

| 091194 | | 091194 | Mon, Oct 21 | Manager Authorized Yes | | Employee Authorized No | | | | |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|------------------------|-------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 6:30 am | 8:00 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 7.50 | 0.00 | \$18.86 | \$141.45 |
| 8:00 am | 8:15 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 8:15 am | 9:45 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 7.50 | 0.00 | \$18.86 | \$141.45 |
| 10:15 am | 11:45 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 7.50 | 0.00 | \$18.86 | \$141.45 |
| 11:45 am | 12:00 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 7.50 | 0.00 | \$18.86 | \$141.45 |
| 12:00 pm | 3:00 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 7.50 | 0.00 | \$18.86 | \$141.45 |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 |

| 091194 | | 091194 | Tue, Oct 22 | Manager Authorized Yes | | Employee Authorized No | | | | |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|------------------------|-------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 6:30 am | 8:00 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 7.50 | 0.00 | \$18.86 | \$141.45 |
| 8:00 am | 8:15 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 8:15 am | 9:45 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 7.50 | 0.00 | \$18.86 | \$141.45 |
| 10:15 am | 11:45 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 7.50 | 0.00 | \$18.86 | \$141.45 |
| 11:45 am | 12:00 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 7.50 | 0.00 | \$18.86 | \$141.45 |
| 12:00 pm | 3:00 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 7.50 | 0.00 | \$18.86 | \$141.45 |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 |

| 091194 | | 091194 | Wed, Oct 23 | Manager Authorized Yes | | Employee Authorized No | | | |
|--------|--|--------|-------------|------------------------|--|------------------------|--|--|--|
|--------|--|--------|-------------|------------------------|--|------------------------|--|--|--|

Date Range: 10/19/2024 - 11/1/2024
 Location: GSC - LA Campus - Contract Services
 Employees: All Employees
 Details: Employee Daily Details
 Options: [None]
 Pay Category: All
 Pay Code: All
 Pay Type: Hourly, Salary
 Status: All

Run By: 031085
 Run Date: 11/6/2024 11:45:51 AM
 Group By: Employee

| Pay Category | Pay Code | Department | Job | Hours | Premium | Rate | Amount |
|---------------|----------|-----------------------------------|-------------------------------|--------------|-------------|---------|-------------------|
| REG | REG | 43301 CES LA County DPW Custodial | Custodian Contracts - General | 68.50 | 0.00 | \$18.86 | \$1,291.91 |
| REG | BRK | 43301 CES LA County DPW Custodial | Custodian Contracts - General | 3.50 | 0.00 | \$18.86 | \$66.01 |
| SICK | SICK | 43301 CES LA County DPW Custodial | Custodian Contracts - General | 0.00 | 8.00 | \$18.86 | \$150.88 |
| Total: | | | | 72.00 | 8.00 | | \$1,508.80 |

071331 071331

| | | 100721 | Sat, Oct 19 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|---------|-------------------------------------|-----------------------------------|---------------------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 12:00 pm | 1:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian/ Driver - Contracts General | REG | REG | 6.75 | 0.00 | \$18.86 | \$127.31 |
| 1:30 pm | 1:45 pm | | | | | | | | | |
| 1:45 pm | 3:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian/ Driver - Contracts General | REG | BRK | 0.25 | 0.00 | \$18.86 | \$4.72 |
| 3:45 pm | 7:30 pm | | | | | | | | | |
| Total: | | | | | | | 7.00 | 0.00 | | \$132.02 |

| | | 100721 | Sun, Oct 20 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|---------|-------------------------------------|-----------------------------------|---------------------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 11:00 am | 3:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian/ Driver - Contracts General | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 |
| 3:45 pm | 7:30 pm | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 |

| | | 100721 | Wed, Oct 23 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|----------|-------------------------------------|-----------------------------------|---------------------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 2:30 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian/ Driver - Contracts General | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 |
| 6:15 pm | 11:00 pm | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 |

| | | 100721 | Thu, Oct 24 | Manager Authorized Yes | | | Employee Authorized No | | | |
|--|--|--------|-------------|------------------------|--|--|------------------------|--|--|--|
|--|--|--------|-------------|------------------------|--|--|------------------------|--|--|--|

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|----------|-------------------------------------|-----------------------------------|---------------------------------------|--------------|----------|-------------|-------------|---------|-----------------|
| 2:30 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian/ Driver – Contracts General | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 |
| 6:15 pm | 11:00 pm | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 |

| | | 100721 | Fri, Oct 25 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|----------|-------------------------------------|-----------------------------------|---------------------------------------|--------------|---------------------|-------------|-------------|---------|-----------------|--|
| 100721 | | | | | | | | | | | |
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| 3:00 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian/ Driver – Contracts General | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 | |
| 6:15 pm | 11:30 pm | | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 | |

| | | 100721 | Sat, Oct 26 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|---------|-------------------------------------|-----------------------------------|---------------------------------------|--------------|---------------------|-------------|-------------|---------|-----------------|--|
| 100721 | | | | | | | | | | | |
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| 12:00 pm | 3:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian/ Driver – Contracts General | REG | REG | 7.00 | 0.00 | \$18.86 | \$132.02 | |
| 3:45 pm | 7:30 pm | | | | | | | | | | |
| Total: | | | | | | | 7.00 | 0.00 | | \$132.02 | |

| | | 100721 | Sun, Oct 27 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|---------|-------------------------------------|-----------------------------------|---------------------------------------|--------------|---------------------|-------------|-------------|---------|-----------------|--|
| 100721 | | | | | | | | | | | |
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| 12:00 pm | 3:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian/ Driver – Contracts General | REG | REG | 7.00 | 0.00 | \$18.86 | \$132.02 | |
| 3:45 pm | 7:30 pm | | | | | | | | | | |
| Total: | | | | | | | 7.00 | 0.00 | | \$132.02 | |

| | | 100721 | Wed, Oct 30 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|----------|-------------------------------------|-----------------------------------|---------------------------------------|--------------|---------------------|-------------|-------------|---------|-----------------|--|
| 100721 | | | | | | | | | | | |
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| 2:30 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian/ Driver – Contracts General | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 | |
| 6:15 pm | 11:00 pm | | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 | |

| | | 100721 | Thu, Oct 31 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|--|--------|-------------|--------------------|-----|---------------------|----|--|--|--|--|
| 100721 | | | | | | | | | | | |

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------|----------|-------------------------------------|-----------------------------------|--------------------------------------|--------------|----------|---------------|-------------|-------------|-----------------|
| 2:30 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian/Driver – Contracts General | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 |
| 6:15 pm | 11:00 pm | | | | | | Total: | 8.00 | 0.00 | \$150.88 |

| | | 100721 | Fri, Nov 1 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|----------|-------------------------------------|-----------------------------------|--------------------------------------|--------------|---------------------|-------------|-------------|-----------------|----------|--|
| 100721 | | | | | | | | | | | |
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| 2:30 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian/Driver – Contracts General | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 | |
| 6:15 pm | 11:00 pm | | | | | | | | | | |
| 11:00 pm | 11:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian/Driver – Contracts General | OTH1.5 | REG | 0.25 | 0.00 | \$28.29 | \$7.07 | |
| Total: | | | | | | | 8.25 | 0.00 | \$157.95 | | |

| Pay Category | Pay Code | Department | Job | Hours | Premium | Rate | Amount |
|--------------|----------|-----------------------------------|---------------------------------------|-------|---------|---------|------------|
| REG | REG | 43301 CES LA County DPW Custodial | Custodian /Driver – Contracts General | 76.75 | 0.00 | \$18.86 | \$1,447.51 |
| REG | BRK | 43301 CES LA County DPW Custodial | Custodian /Driver – Contracts General | 0.25 | 0.00 | \$18.86 | \$4.72 |
| OTH1.5 | REG | 43301 CES LA County DPW Custodial | Custodian /Driver – Contracts General | 0.25 | 0.00 | \$28.29 | \$7.07 |

| | | | | | | |
|---------------|---------------|---------------|--------------|-------------|-------------------|--|
| 100721 | 100721 | Total: | 77.25 | 0.00 | \$1,459.29 | |
|---------------|---------------|---------------|--------------|-------------|-------------------|--|

| | | 097100 | Mon, Oct 21 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|---------|-------------------------------------|-----------------------------------|-------------------------------|--------------|---------------------|-------------|-------------|-----------------|----------|--|
| 097100 | | | | | | | | | | | |
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| 6:29 am | 9:45 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 | |
| 10:15 am | 2:59 pm | | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | \$150.88 | | |

| | | 097100 | Tue, Oct 22 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|--|--------|-------------|--------------------|-----|---------------------|----|--|--|--|--|
| 097100 | | | | | | | | | | | |

Date Range: 10/19/2024 - 11/1/2024
 Location: GSC - LA Campus - Contract Services
 Employees: All Employees
 Details: Employee Daily Details
 Options: [None]
 Pay Category: All
 Pay Code: All
 Pay Type: Hourly, Salary
 Status: All

Run By: 031085
 Run Date: 11/6/2024 11:45:51 AM
 Group By: Employee

| Pay Category | Pay Code | Department | Job | Hours | Premium | Rate | Amount |
|---------------|----------|-----------------------------------|-------------------------------|--------------|-------------|---------|-------------------|
| REG | REG | 43301 CES LA County DPW Custodial | Custodian Contracts - General | 80.00 | 0.00 | \$18.86 | \$1,508.80 |
| OTH1.5 | REG | 43301 CES LA County DPW Custodial | Custodian Contracts - General | 2.00 | 0.00 | \$28.29 | \$56.58 |
| Total: | | | | 82.00 | 0.00 | | \$1,565.38 |

097100 097100

| | | 096635 | Mon, Oct 21 | Manager Authorized Yes | | Employee Authorized No | | | | |
|---------------|----------|-------------------------------------|-----------------------------------|--------------------------|--------------|------------------------|-------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 6:30 am | 8:00 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | REG | REG | 7.50 | 0.00 | \$18.86 | \$141.45 |
| 8:00 am | 8:15 am | | | | | | | | | |
| 8:15 am | 9:45 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 10:15 am | 11:45 am | | | | | | | | | |
| 11:45 am | 12:00 pm | | | | | | | | | |
| 12:00 pm | 3:00 pm | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 |

| | | 096635 | Tue, Oct 22 | Manager Authorized Yes | | Employee Authorized No | | | | |
|---------------|----------|-------------------------------------|-----------------------------------|--------------------------|--------------|------------------------|-------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 6:30 am | 8:00 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | REG | REG | 7.50 | 0.00 | \$18.86 | \$141.45 |
| 8:00 am | 8:15 am | | | | | | | | | |
| 8:15 am | 9:45 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 10:15 am | 11:45 am | | | | | | | | | |
| 11:45 am | 12:00 pm | | | | | | | | | |
| 12:00 pm | 3:00 pm | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 |

| | | 096635 | Wed, Oct 23 | Manager Authorized Yes | | Employee Authorized No | | | |
|--|--|--------|-------------|------------------------|--|------------------------|--|--|--|
|--|--|--------|-------------|------------------------|--|------------------------|--|--|--|

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|----------|----------|-------------------------------------|-----------------------------------|--------------------------|--------------|----------|---------------|-------------|-------------|-----------------|
| 6:30 am | 8:00 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | REG | REG | 7.50 | 0.00 | \$18.86 | \$141.45 |
| 8:15 am | 9:45 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 11:45 am | 12:00 pm | | | | | | Total: | 8.00 | 0.00 | \$150.88 |

| | | 096635 | Thu, Oct 24 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|----------|----------|-------------------------------------|-----------------------------------|--------------------------|--------------|---------------------|---------------|-------------|-------------|-----------------|--|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| 6:30 am | 8:00 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | REG | REG | 7.50 | 0.00 | \$18.86 | \$141.45 | |
| 8:15 am | 9:45 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 | |
| 11:45 am | 12:00 pm | | | | | | Total: | 8.00 | 0.00 | \$150.88 | |

| | | 096635 | Fri, Oct 25 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|----|-----|-------------------------------------|-----------------------------------|--------------------------|--------------|---------------------|---------------|-------------|-------------|-----------------|--|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| | | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | Bev | BER | 0.00 | 8.00 | \$18.86 | \$150.88 | |
| | | | | | | | Total: | 0.00 | 8.00 | \$150.88 | |

| | | 096635 | Mon, Oct 28 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|----|-----|-------------------------------------|-----------------------------------|--------------------------|--------------|---------------------|---------------|-------------|-------------|-----------------|--|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| | | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | Bev | BER | 0.00 | 8.00 | \$18.86 | \$150.88 | |
| | | | | | | | Total: | 0.00 | 8.00 | \$150.88 | |

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| | | 096635 | Tue, Oct 29 | | Manager Authorized Yes | | Employee Authorized No | | | |
|---------------|-----|-------------------------------------|-----------------------------------|--------------------------|------------------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| | | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | Bev | BER | 0.00 | 8.00 | \$18.86 | \$150.88 |
| Total: | | | | | | | 0.00 | 8.00 | | \$150.88 |

| | | 096635 | Wed, Oct 30 | | Manager Authorized Yes | | Employee Authorized No | | | |
|---------------|-----|-------------------------------------|-----------------------------------|--------------------------|------------------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| | | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | Bev | BER | 0.00 | 8.00 | \$18.86 | \$150.88 |
| Total: | | | | | | | 0.00 | 8.00 | | \$150.88 |

| | | 096635 | Thu, Oct 31 | | Manager Authorized Yes | | Employee Authorized No | | | |
|---------------|-----|-------------------------------------|-----------------------------------|--------------------------|------------------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| | | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | Bev | BER | 0.00 | 8.00 | \$18.86 | \$150.88 |
| Total: | | | | | | | 0.00 | 8.00 | | \$150.88 |

| | | 096635 | Fri, Nov 1 | | Manager Authorized Yes | | Employee Authorized No | | | |
|---------------|-----|-------------------------------------|-----------------------------------|--------------------------|------------------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| | | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | SICK | SICK | 0.00 | 8.00 | \$18.86 | \$150.88 |
| Total: | | | | | | | 0.00 | 8.00 | | \$150.88 |

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| Pay Category | Pay Code | Department | Job | Hours | Premium | Rate | Amount |
|---------------|----------|-----------------------------------|--------------------------|--------------|--------------|---------|-------------------|
| REG | REG | 43301 CES LA County DPW Custodial | Custodial Service Worker | 30.00 | 0.00 | \$18.86 | \$565.80 |
| REG | BRK | 43301 CES LA County DPW Custodial | Custodial Service Worker | 2.00 | 0.00 | \$18.86 | \$37.72 |
| Bev | BER | 43301 CES LA County DPW Custodial | Custodial Service Worker | 0.00 | 40.00 | \$18.86 | \$754.40 |
| SICK | SICK | 43301 CES LA County DPW Custodial | Custodial Service Worker | 0.00 | 8.00 | \$18.86 | \$150.88 |
| Total: | | | | 32.00 | 48.00 | | \$1,508.80 |

96635 096635

| 060464 | 060464 | Mon, Oct 21 | Manager Authorized | Yes | Employee Authorized | No |
|--------|--------|-------------|--------------------|-----|---------------------|----|
|--------|--------|-------------|--------------------|-----|---------------------|----|

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|-------------|-------------|---------|-----------------|
| 4:00 pm | 5:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 5:30 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 5:45 pm | 7:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 7:45 pm | 9:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 9:15 pm | 9:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 9:30 pm | 10:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| Total: | | | | | | | 6.00 | 0.00 | | \$113.16 |

| 060464 | 060464 | Tue, Oct 22 | Manager Authorized | Yes | Employee Authorized | No |
|--------|--------|-------------|--------------------|-----|---------------------|----|
|--------|--------|-------------|--------------------|-----|---------------------|----|

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|-------------|-------------|---------|-----------------|
| 4:00 pm | 5:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 5:30 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 5:45 pm | 7:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 7:45 pm | 9:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 9:15 pm | 9:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 9:30 pm | 10:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| Total: | | | | | | | 6.00 | 0.00 | | \$113.16 |

| 060464 | 060464 | Wed, Oct 23 | Manager Authorized | Yes | Employee Authorized | No |
|--------|--------|-------------|--------------------|-----|---------------------|----|
|--------|--------|-------------|--------------------|-----|---------------------|----|

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| Pay Category | Pay Code | Department | Job | Hours | Premium | Rate | Amount |
|---------------|----------|-----------------------------------|--------------------------|--------------|--------------|---------|-------------------|
| REG | REG | 43301 CES LA County DPW Custodial | Custodial Service Worker | 30.00 | 0.00 | \$18.86 | \$565.80 |
| REG | BRK | 43301 CES LA County DPW Custodial | Custodial Service Worker | 2.00 | 0.00 | \$18.86 | \$37.72 |
| Bev | BER | 43301 CES LA County DPW Custodial | Custodial Service Worker | 0.00 | 40.00 | \$18.86 | \$754.40 |
| SICK | SICK | 43301 CES LA County DPW Custodial | Custodial Service Worker | 0.00 | 8.00 | \$18.86 | \$150.88 |
| Total: | | | | 32.00 | 48.00 | | \$1,508.80 |

096635 096635

| 060464 | 060464 | Mon, Oct 21 | Manager Authorized | Yes | Employee Authorized | No |
|--------|--------|-------------|--------------------|-----|---------------------|----|
|--------|--------|-------------|--------------------|-----|---------------------|----|

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|-------------|-------------|---------|-----------------|
| 4:00 pm | 5:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 5:30 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 5:45 pm | 7:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 7:45 pm | 9:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 9:15 pm | 9:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 9:30 pm | 10:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| Total: | | | | | | | 6.00 | 0.00 | | \$113.16 |

| 060464 | 060464 | Tue, Oct 22 | Manager Authorized | Yes | Employee Authorized | No |
|--------|--------|-------------|--------------------|-----|---------------------|----|
|--------|--------|-------------|--------------------|-----|---------------------|----|

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|-------------|-------------|---------|-----------------|
| 4:00 pm | 5:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 5:30 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 5:45 pm | 7:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 7:45 pm | 9:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 9:15 pm | 9:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 9:30 pm | 10:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| Total: | | | | | | | 6.00 | 0.00 | | \$113.16 |

| 060464 | 060464 | Wed, Oct 23 | Manager Authorized | Yes | Employee Authorized | No |
|--------|--------|-------------|--------------------|-----|---------------------|----|
|--------|--------|-------------|--------------------|-----|---------------------|----|

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|-------------|-------------|---------|-----------------|
| 4:00 pm | 5:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 5:30 pm | 5:45 pm | | | | | | | | | |
| 5:45 pm | 7:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 7:45 pm | 9:15 pm | | | | | | | | | |
| 9:15 pm | 9:30 pm | | | | | | | | | |
| 9:30 pm | 10:30 pm | | | | | | | | | |
| Total: | | | | | | | 6.00 | 0.00 | | \$113.16 |

| | | | | |
|--------|---------------|--------------------|-------------------------------|-------------------------------|
| 060464 | 060464 | Thu, Oct 24 | Manager Authorized Yes | Employee Authorized No |
|--------|---------------|--------------------|-------------------------------|-------------------------------|

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|-------------|-------------|---------|-----------------|
| 4:00 pm | 5:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 5:30 pm | 5:45 pm | | | | | | | | | |
| 5:45 pm | 7:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 7:45 pm | 9:15 pm | | | | | | | | | |
| 9:15 pm | 9:30 pm | | | | | | | | | |
| 9:30 pm | 10:30 pm | | | | | | | | | |
| Total: | | | | | | | 6.00 | 0.00 | | \$113.16 |

| | | | | |
|--------|---------------|--------------------|-------------------------------|-------------------------------|
| 060464 | 060464 | Fri, Oct 25 | Manager Authorized Yes | Employee Authorized No |
|--------|---------------|--------------------|-------------------------------|-------------------------------|

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|-------------|-------------|---------|-----------------|
| 4:00 pm | 5:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 5:30 pm | 5:45 pm | | | | | | | | | |
| 5:45 pm | 7:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 7:45 pm | 9:15 pm | | | | | | | | | |
| 9:15 pm | 9:30 pm | | | | | | | | | |
| 9:30 pm | 10:30 pm | | | | | | | | | |
| Total: | | | | | | | 6.00 | 0.00 | | \$113.16 |

| | | | | |
|--------|---------------|--------------------|-------------------------------|-------------------------------|
| 060464 | 060464 | Mon, Oct 28 | Manager Authorized Yes | Employee Authorized No |
|--------|---------------|--------------------|-------------------------------|-------------------------------|

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|-------------|-------------|---------|-----------------|
| 4:00 pm | 5:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 5:30 pm | 5:45 pm | | | | | | | | | |
| 5:45 pm | 7:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 7:45 pm | 9:15 pm | | | | | | | | | |
| 9:15 pm | 9:30 pm | | | | | | | | | |
| 9:30 pm | 10:30 pm | | | | | | | | | |
| Total: | | | | | | | 6.00 | 0.00 | | \$113.16 |

| | | | | | | | | | | |
|--------|---------------|--------------------|-------------------------------|--|--|--|-------------------------------|--|--|--|
| 060464 | 060464 | Tue, Oct 29 | Manager Authorized Yes | | | | Employee Authorized No | | | |
|--------|---------------|--------------------|-------------------------------|--|--|--|-------------------------------|--|--|--|

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|-------------|-------------|---------|-----------------|
| 4:00 pm | 5:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 5:30 pm | 5:45 pm | | | | | | | | | |
| 5:45 pm | 7:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 7:45 pm | 9:15 pm | | | | | | | | | |
| 9:15 pm | 9:30 pm | | | | | | | | | |
| 9:30 pm | 10:30 pm | | | | | | | | | |
| Total: | | | | | | | 6.00 | 0.00 | | \$113.16 |

| | | | | | | | | | | |
|--------|---------------|--------------------|-------------------------------|--|--|--|-------------------------------|--|--|--|
| 060464 | 060464 | Wed, Oct 30 | Manager Authorized Yes | | | | Employee Authorized No | | | |
|--------|---------------|--------------------|-------------------------------|--|--|--|-------------------------------|--|--|--|

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|-------------|-------------|---------|-----------------|
| 4:00 pm | 5:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 5:30 pm | 5:45 pm | | | | | | | | | |
| 5:45 pm | 7:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 7:45 pm | 9:15 pm | | | | | | | | | |
| 9:15 pm | 9:30 pm | | | | | | | | | |
| 9:30 pm | 10:30 pm | | | | | | | | | |
| Total: | | | | | | | 6.00 | 0.00 | | \$113.16 |

| | | | | | | | | | | |
|--------|---------------|--------------------|-------------------------------|--|--|--|-------------------------------|--|--|--|
| 060464 | 060464 | Thu, Oct 31 | Manager Authorized Yes | | | | Employee Authorized No | | | |
|--------|---------------|--------------------|-------------------------------|--|--|--|-------------------------------|--|--|--|

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|-------------|-------------|---------|-----------------|
| 4:00 pm | 5:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 5:30 pm | 5:45 pm | | | | | | | | | |
| 5:45 pm | 7:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 7:45 pm | 9:15 pm | | | | | | | | | |
| 9:15 pm | 9:30 pm | | | | | | | | | |
| 9:30 pm | 10:30 pm | | | | | | | | | |
| Total: | | | | | | | 6.00 | 0.00 | | \$113.16 |

| | | | | | | | | | | |
|--------|---------------|-------------------|-------------------------------|--|--|--|-------------------------------|--|--|--|
| 060464 | 060464 | Fri, Nov 1 | Manager Authorized Yes | | | | Employee Authorized No | | | |
|--------|---------------|-------------------|-------------------------------|--|--|--|-------------------------------|--|--|--|

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|-------------|-------------|---------|-----------------|
| 4:00 pm | 5:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.50 | 0.00 | \$18.86 | \$103.73 |
| 5:30 pm | 5:45 pm | | | | | | | | | |
| 5:45 pm | 7:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 7:45 pm | 9:15 pm | | | | | | | | | |
| 9:15 pm | 9:30 pm | | | | | | | | | |
| 9:30 pm | 10:30 pm | | | | | | | | | |
| Total: | | | | | | | 6.00 | 0.00 | | \$113.16 |

| Pay Category | Pay Code | Department | Job | Hours | Premium | Rate | Amount |
|---------------|----------|-----------------------------------|-------------------------------|--------------|-------------|---------|-------------------|
| REG | REG | 43301 CES LA County DPW Custodial | Custodian Contracts - General | 55.00 | 0.00 | \$18.86 | \$1,037.30 |
| REG | BRK | 43301 CES LA County DPW Custodial | Custodian Contracts - General | 5.00 | 0.00 | \$18.86 | \$94.30 |
| Total: | | | | 60.00 | 0.00 | | \$1,131.60 |

Dighero, Gina H
060464

060464

| | | | | | | | | | | |
|--------|---------------|--------------------|-------------------------------|--|--|--|-------------------------------|--|--|--|
| 090504 | 090504 | Mon, Oct 21 | Manager Authorized Yes | | | | Employee Authorized No | | | |
|--------|---------------|--------------------|-------------------------------|--|--|--|-------------------------------|--|--|--|

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
|----------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|---------------|-------------|-------------|----------|-----------------|
| 6:30 am | 8:00 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 7.50 | 0.00 | \$18.86 | \$141.45 | |
| 8:15 am | 9:45 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 | |
| 11:45 am | 12:00 pm | | | | | | Total: | 8.00 | 0.00 | | \$150.88 |

| 039500 | | 039500 | Fri, Nov 1 | Manager Authorized Yes | | | Employee Authorized No | | | | |
|----------|----------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|------------------------|-------------|-------------|----------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| 6:30 am | 8:00 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 7.50 | 0.00 | \$18.86 | \$141.45 | |
| 8:15 am | 9:45 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 | |
| 11:45 am | 12:00 pm | | | | | | Total: | 8.00 | 0.00 | | \$150.88 |

| Pay Category | Pay Code | Department | Job | Hours | Premium | Rate | Amount |
|---------------|----------|-----------------------------------|-------------------------------|--------------|-------------|---------|-------------------|
| REG | REG | 43301 CES LA County DPW Custodial | Custodian Contracts - General | 75.00 | 0.00 | \$18.86 | \$1,414.50 |
| REG | BRK | 43301 CES LA County DPW Custodial | Custodian Contracts - General | 5.00 | 0.00 | \$18.86 | \$94.30 |
| Total: | | | | 80.00 | 0.00 | | \$1,508.80 |

| 095919 | | 095919 | Sat, Oct 19 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------|---------|-------------------------------------|-----------------------------------|-------------------------------|---------------|----------|------------------------|-------------|---------|----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 5:00 pm | 7:00 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 2.00 | 0.00 | \$18.86 | \$37.72 |
| | | | | | Total: | | 2.00 | 0.00 | | \$37.72 |

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| | | 095919 | Mon, Oct 21 | Manager Authorized No | | | Employee Authorized No | | | |
|---------------|---------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 3:00 pm | 9:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 6.75 | 0.00 | \$18.86 | \$127.31 |
| | | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | LPH | 0.00 | 1.00 | \$18.86 | \$18.86 |
| Total: | | | | | | | 6.75 | 1.00 | | \$146.17 |

| | | 095919 | Tue, Oct 22 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|---------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 2:00 pm | 3:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.00 | 0.00 | \$18.86 | \$94.30 |
| 3:30 pm | 3:45 pm | | | | | | | | | |
| 3:45 pm | 5:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 5:45 pm | 7:15 pm | | | | | | | | | |
| 7:15 pm | 7:30 pm | | | | | | | | | |
| 7:30 pm | 8:00 pm | | | | | | | | | |
| Total: | | | | | | | 5.50 | 0.00 | | \$103.73 |

| | | 095919 | Wed, Oct 23 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|---------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|------------------------|-------------|---------|----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 2:00 pm | 3:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 4.75 | 0.00 | \$18.86 | \$89.59 |
| 3:30 pm | 3:45 pm | | | | | | | | | |
| 3:45 pm | 7:00 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.25 | 0.00 | \$18.86 | \$4.72 |
| Total: | | | | | | | 5.00 | 0.00 | | \$94.30 |

| | | 095919 | Thu, Oct 24 | Manager Authorized Yes | | | Employee Authorized No | | | |
|--|--|--------|-------------|------------------------|--|--|------------------------|--|--|--|
|--|--|--------|-------------|------------------------|--|--|------------------------|--|--|--|

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|---------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|-------------|-------------|---------|----------------|
| 2:00 pm | 3:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 4.75 | 0.00 | \$18.86 | \$89.59 |
| 3:30 pm | 3:45 pm | | | | | | | | | |
| 3:45 pm | 7:00 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.25 | 0.00 | \$18.86 | \$4.72 |
| Total: | | | | | | | 5.00 | 0.00 | | \$94.30 |

| | | 095919 | Fri, Oct 25 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|---------|-------------------------------------|-----------------------------------|-------------------------------|--------------|---------------------|-------------|-------------|---------|----------------|--|
| 095919 | | | | | | | | | | | |
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| 3:00 pm | 4:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 3.25 | 0.00 | \$18.86 | \$61.30 | |
| 4:15 pm | 4:30 pm | | | | | | | | | | |
| 4:30 pm | 6:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.25 | 0.00 | \$18.86 | \$4.72 | |
| Total: | | | | | | | 3.50 | 0.00 | | \$66.01 | |

| | | 095919 | Sat, Oct 26 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|---------|-------------------------------------|-----------------------------------|-------------------------------|--------------|---------------------|-------------|-------------|---------|----------------|--|
| 095919 | | | | | | | | | | | |
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| 5:00 pm | 7:00 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 2.00 | 0.00 | \$18.86 | \$37.72 | |
| Total: | | | | | | | 2.00 | 0.00 | | \$37.72 | |

| | | 095919 | Mon, Oct 28 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|---------|-------------------------------------|-----------------------------------|-------------------------------|--------------|---------------------|-------------|-------------|---------|----------------|--|
| 095919 | | | | | | | | | | | |
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| 3:00 pm | 6:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 3.25 | 0.00 | \$18.86 | \$61.30 | |
| Total: | | | | | | | 3.25 | 0.00 | | \$61.30 | |

| | | 095919 | Tue, Oct 29 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|--|--------|-------------|--------------------|-----|---------------------|----|--|--|--|--|
| 095919 | | | | | | | | | | | |

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------|---------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|---------------|-------------|-------------|-----------------|
| 2:00 pm | 3:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 5.00 | 0.00 | \$18.86 | \$94.30 |
| 3:30 pm | 3:45 pm | | | | | | | | | |
| 3:45 pm | 5:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 5:45 pm | 7:15 pm | | | | | | | | | |
| 7:15 pm | 7:30 pm | | | | | | Total: | 5.50 | 0.00 | \$103.73 |
| 7:30 pm | 8:00 pm | | | | | | | | | |

| | | 095919 | Wed, Oct 30 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|---------|-------------------------------------|-----------------------------------|-------------------------------|---------------|---------------------|-------------|-------------|----------------|---------|--|
| 095919 | | | | | | | | | | | |
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| 2:00 pm | 3:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 4.75 | 0.00 | \$18.86 | \$89.59 | |
| 3:30 pm | 3:45 pm | | | | | | | | | | |
| 3:45 pm | 7:00 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.25 | 0.00 | \$18.86 | \$4.72 | |
| | | | | | | | | | | | |
| | | | | | Total: | | 5.00 | 0.00 | \$94.30 | | |

| | | 095919 | Thu, Oct 31 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|---------|-------------------------------------|-----------------------------------|-------------------------------|---------------|---------------------|-------------|-------------|----------------|---------|--|
| 095919 | | | | | | | | | | | |
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| 2:00 pm | 3:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 4.75 | 0.00 | \$18.86 | \$89.59 | |
| 3:30 pm | 3:45 pm | | | | | | | | | | |
| 3:45 pm | 7:00 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.25 | 0.00 | \$18.86 | \$4.72 | |
| | | | | | | | | | | | |
| | | | | | Total: | | 5.00 | 0.00 | \$94.30 | | |

| | | 095919 | Fri, Nov 1 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|--|--------|------------|--------------------|-----|---------------------|----|--|--|--|--|
| 095919 | | | | | | | | | | | |

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|---------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|-------------|-------------|---------|----------------|
| 3:00 pm | 4:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 3.25 | 0.00 | \$18.86 | \$61.30 |
| 4:15 pm | 4:30 pm | | | | | | | | | |
| 4:30 pm | 6:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.25 | 0.00 | \$18.86 | \$4.72 |
| Total: | | | | | | | 3.50 | 0.00 | | \$66.01 |

| Pay Category | Pay Code | Department | Job | Hours | Premium | Rate | Amount |
|---------------|----------|-----------------------------------|-------------------------------|--------------|-------------|---------|-----------------|
| REG | REG | 43301 CES LA County DPW Custodial | Custodian Contracts - General | 49.50 | 0.00 | \$18.86 | \$933.57 |
| REG | BRK | 43301 CES LA County DPW Custodial | Custodian Contracts - General | 2.50 | 0.00 | \$18.86 | \$47.15 |
| REG | LPH | 43301 CES LA County DPW Custodial | Custodian Contracts - General | 0.00 | 1.00 | \$18.86 | \$18.86 |
| Total: | | | | 52.00 | 1.00 | | \$999.58 |

| | | | | | |
|---------------|---------------|---------------|--------------------|-------------------------------|-------------------------------|
| 095919 | 095919 | 100224 | Sat, Oct 19 | Manager Authorized Yes | Employee Authorized No |
| 100224 | | | | | |

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|---------|-------------------------------------|-----------------------------------|--------------------------|--------------|----------|-------------|-------------|---------|-----------------|
| 6:00 am | 9:15 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 |
| 9:45 am | 2:30 pm | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 |

| | | | | |
|---------------|---------------|--------------------|-------------------------------|-------------------------------|
| 100224 | 100224 | Sun, Oct 20 | Manager Authorized Yes | Employee Authorized No |
| 100224 | | | | |

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|----------|-------------------------------------|-----------------------------------|--------------------------|--------------|----------|-------------|-------------|---------|-----------------|
| 11:00 am | 12:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | REG | REG | 7.50 | 0.00 | \$18.86 | \$141.45 |
| 12:30 pm | 12:45 pm | | | | | | | | | |
| 12:45 pm | 2:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 2:45 pm | 4:15 pm | | | | | | | | | |
| 4:15 pm | 4:30 pm | | | | | | | | | |
| 4:30 pm | 7:30 pm | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 |

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|---------|-------------------------------------|-----------------------------------|-------------------------------|--------------|----------|-------------|-------------|---------|----------------|
| 3:00 pm | 4:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | REG | 3.25 | 0.00 | \$18.86 | \$61.30 |
| 4:15 pm | 4:30 pm | | | | | | | | | |
| 4:30 pm | 6:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodian Contracts - General | REG | BRK | 0.25 | 0.00 | \$18.86 | \$4.72 |
| Total: | | | | | | | 3.50 | 0.00 | | \$66.01 |

| Pay Category | Pay Code | Department | Job | Hours | Premium | Rate | Amount |
|---------------|----------|-----------------------------------|-------------------------------|--------------|-------------|---------|-----------------|
| REG | REG | 43301 CES LA County DPW Custodial | Custodian Contracts - General | 49.50 | 0.00 | \$18.86 | \$933.57 |
| REG | BRK | 43301 CES LA County DPW Custodial | Custodian Contracts - General | 2.50 | 0.00 | \$18.86 | \$47.15 |
| REG | LPH | 43301 CES LA County DPW Custodial | Custodian Contracts - General | 0.00 | 1.00 | \$18.86 | \$18.86 |
| Total: | | | | 52.00 | 1.00 | | \$999.58 |

095919

095919

| | | 100224 | Sat, Oct 19 | Manager Authorized | Yes | Employee Authorized | No | | | |
|---------------|---------|-------------------------------------|-----------------------------------|--------------------------|--------------|---------------------|-------------|-------------|---------|-----------------|
| | | 100224 | | | | | | | | |
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 6:00 am | 9:15 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 |
| 9:45 am | 2:30 pm | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 |

| | | 100224 | Sun, Oct 20 | Manager Authorized | Yes | Employee Authorized | No | | | |
|---------------|----------|-------------------------------------|-----------------------------------|--------------------------|--------------|---------------------|-------------|-------------|---------|-----------------|
| | | 100224 | | | | | | | | |
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 11:00 am | 12:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | REG | REG | 7.50 | 0.00 | \$18.86 | \$141.45 |
| 12:30 pm | 12:45 pm | | | | | | | | | |
| 12:45 pm | 2:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 2:45 pm | 4:15 pm | | | | | | | | | |
| 4:15 pm | 4:30 pm | | | | | | | | | |
| 4:30 pm | 7:30 pm | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 |

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| | | 100224 | Mon, Oct 21 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|---------|-------------------------------------|-------------------------------|------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 1:00 pm | 2:30 pm | GSC - LA Campus - Contract Services | 43301 LA County DPW Custodial | CES Service Worker | REG | REG | 7.50 | 0.00 | \$18.86 | \$141.45 |
| 2:30 pm | 2:45 pm | | | | | | | | | |
| 2:45 pm | 4:15 pm | GSC - LA Campus - Contract Services | 43301 LA County DPW Custodial | CES Service Worker | REG | BRK | 0.50 | 0.00 | \$18.86 | \$9.43 |
| 4:45 pm | 6:15 pm | | | | | | | | | |
| 6:15 pm | 6:30 pm | | | | | | | | | |
| 6:30 pm | 9:30 pm | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 |

| | | 100224 | Tue, Oct 22 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|----------|-------------------------------------|-------------------------------|------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 2:30 pm | 4:00 pm | GSC - LA Campus - Contract Services | 43301 LA County DPW Custodial | CES Service Worker | REG | REG | 7.75 | 0.00 | \$18.86 | \$146.17 |
| 4:00 pm | 4:15 pm | | | | | | | | | |
| 4:15 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 LA County DPW Custodial | CES Service Worker | REG | BRK | 0.25 | 0.00 | \$18.86 | \$4.72 |
| 6:15 pm | 11:00 pm | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 |

| | | 100224 | Wed, Oct 23 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|----------|-------------------------------------|-------------------------------|------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 2:00 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 LA County DPW Custodial | CES Service Worker | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 |
| 6:15 pm | 10:30 pm | | | | | | | | | |
| 10:30 pm | 11:00 pm | GSC - LA Campus - Contract Services | 43301 LA County DPW Custodial | CES Service Worker | OTH1.5 | REG | 0.50 | 0.00 | \$28.29 | \$14.15 |
| Total: | | | | | | | 8.50 | 0.00 | | \$165.03 |

| | | 100224 | Fri, Oct 25 | Manager Authorized Yes | | | Employee Authorized No | | | |
|--|--|--------|-------------|------------------------|--|--|------------------------|--|--|--|
|--|--|--------|-------------|------------------------|--|--|------------------------|--|--|--|

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|---------|-------------------------------------|-----------------------------------|--------------------------|--------------|----------|-------------|-------------|---------|-----------------|
| 6:00 am | 9:15 am | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | OTH1.5 | REG | 8.00 | 0.00 | \$28.29 | \$226.32 |
| 9:45 am | 2:30 pm | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$226.32 |

| | | 100224 | Sat, Oct 26 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|-----|-------------------------------------|-----------------------------------|--------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| | | 100224 | | | | | | | | |
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| | | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | SICK | SICK | 0.00 | 8.00 | \$18.86 | \$150.88 |
| Total: | | | | | | | 0.00 | 8.00 | | \$150.88 |

| | | 100224 | Mon, Oct 28 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|----------|-------------------------------------|-----------------------------------|--------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| | | 100224 | | | | | | | | |
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 2:30 pm | 4:00 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | REG | REG | 7.75 | 0.00 | \$18.86 | \$146.17 |
| 4:00 pm | 4:15 pm | | | | | | | | | |
| 4:15 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | REG | BRK | 0.25 | 0.00 | \$18.86 | \$4.72 |
| 6:15 pm | 11:00 pm | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 |

| | | 100224 | Tue, Oct 29 | Manager Authorized Yes | | | Employee Authorized No | | | |
|---------------|----------|-------------------------------------|-----------------------------------|--------------------------|--------------|----------|------------------------|-------------|---------|-----------------|
| | | 100224 | | | | | | | | |
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
| 2:30 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 |
| 6:15 pm | 11:00 pm | | | | | | | | | |
| 11:00 pm | 11:30 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | OTH1.5 | REG | 0.50 | 0.00 | \$28.29 | \$14.15 |
| Total: | | | | | | | 8.50 | 0.00 | | \$165.03 |

| | | 100224 | Wed, Oct 30 | Manager Authorized Yes | | | Employee Authorized No | | | |
|--|--|--------|-------------|------------------------|--|--|------------------------|--|--|--|
| | | 100224 | | | | | | | | |

Date Range: 10/19/2024 - 11/1/2024

Run By: 031085

Location: GSC - LA Campus - Contract Services

Run Date: 11/6/2024 11:45:51 AM

Employees: All Employees

Group By: Employee

Details: Employee Daily Details

Options: [None]

Pay Category: All

Pay Code: All

Pay Type: Hourly, Salary

Status: All

| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount |
|---------------|----------|-------------------------------------|-----------------------------------|--------------------------|--------------|----------|-------------|-------------|---------|-----------------|
| 2:30 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 |
| 6:15 pm | 11:00 pm | | | | | | | | | |
| Total: | | | | | | | 8.00 | 0.00 | | \$150.88 |

| 100224 | | 100224 | Fri, Nov 1 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|----------|-------------------------------------|-----------------------------------|--------------------------|--------------|---------------------|-------------|-------------|---------|----------|-----------------|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| 2:30 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | REG | REG | 8.00 | 0.00 | \$18.86 | \$150.88 | |
| 6:15 pm | 11:00 pm | | | | | | | | | | |
| 11:00 pm | 11:15 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Custodial Service Worker | OTH1.5 | REG | 0.25 | 0.00 | \$28.29 | \$7.07 | |
| Total: | | | | | | | 8.25 | 0.00 | | | \$157.95 |

| Pay Category | Pay Code | Department | Job | Hours | Premium | Rate | Amount |
|---------------|----------|-----------------------------------|--------------------------|--------------|-------------|---------|-------------------|
| REG | REG | 43301 CES LA County DPW Custodial | Custodial Service Worker | 70.50 | 0.00 | \$18.86 | \$1,329.63 |
| REG | BRK | 43301 CES LA County DPW Custodial | Custodial Service Worker | 1.50 | 0.00 | \$18.86 | \$28.29 |
| OTH1.5 | REG | 43301 CES LA County DPW Custodial | Custodial Service Worker | 9.25 | 0.00 | \$28.29 | \$261.68 |
| SICK | SICK | 43301 CES LA County DPW Custodial | Custodial Service Worker | 0.00 | 8.00 | \$18.86 | \$150.88 |
| Total: | | | | 81.25 | 8.00 | | \$1,770.48 |

| 098602 | | 098602 | Mon, Oct 21 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|---------------|---------|-------------------------------------|-----------------------------------|---------------------|--------------|---------------------|-------------|-------------|---------|-----------------|--|
| In | Out | Location | Department | Job | Pay Category | Pay Code | Hours | Premium | Rate | Amount | |
| 2:30 pm | 5:45 pm | GSC - LA Campus - Contract Services | 43301 CES LA County DPW Custodial | Contracts - General | REG | REG | 6.00 | 0.00 | \$18.86 | \$113.16 | |
| 6:15 pm | 9:00 pm | | | | | | | | | | |
| Total: | | | | | | | 6.00 | 0.00 | | \$113.16 | |

| 098602 | | 098602 | Tue, Oct 22 | Manager Authorized | Yes | Employee Authorized | No | | | | |
|--------|--|--------|-------------|--------------------|-----|---------------------|----|--|--|--|--|
|--------|--|--------|-------------|--------------------|-----|---------------------|----|--|--|--|--|



Employer Name: Goodwill Industries of Southern California
Employer Phone: 1.323.223.1211
Employer Address: 342 N. San Fernando Road Los Angeles, CA 90031

Employee Name: [REDACTED]
Employee #: 098624
Employee Address: [REDACTED]
Department: 43301 CES LA County DPW Custodial
Job Title: Custodian Contracts - General
Site: GSC - LA Campus - Contract Services

Pay Date: 10/25/2024
Pay Period: 10/5/2024 - 10/18/2024
Check #: 1037714
Pay Frequency: Bi-Weekly
Pay Rate: 18.8600
Federal Filing Status: Single
Federal 2c/Extra Withholding: No/\$0.00
State Filing Status: Single (CA)
State Exemptions: 0 (CA)

| | Current 10/5/2024 - 10/18/2024 | | | YTD As of 10/18/2024 | |
|---------------------------|-----------------------------------|------------------|-------------------|-------------------------|--------------------|
| | Hours/Units | Rate | Amount | Hours/Units | Amount |
| Earnings | 84.25 | | \$1,647.89 | 1,719.90 | \$32,821.71 |
| Regular | 70.00 | 18.8600 | \$1,320.20 | 1,590.70 | \$29,969.72 |
| Overtime Hours | 6.25 | 28.2900 | \$176.81 | 44.70 | \$1,261.28 |
| Holiday Hours | 8.00 | 18.8600 | \$150.88 | 80.00 | \$1,505.84 |
| Meeting Time | | | | 4.50 | \$84.87 |
| Pre-Tax Deductions | | | \$12.27 | | \$245.40 |
| Vision | | | \$5.88 | | \$117.60 |
| Dental HMO | | | \$6.39 | | \$127.80 |
| Taxes | | | \$300.69 | | \$4,968.76 |
| Fed W/H | | | \$119.97 | | \$1,438.73 |
| FICA EE | | | \$101.41 | | \$2,019.73 |
| Fed MWT EE | | | \$23.72 | | \$472.36 |
| CA W/H | | | \$37.60 | | \$679.60 |
| CA DT EE | | | \$17.99 | | \$358.34 |
| | Routing # | Account # | Amount | | Amount |
| Net Pay | | | \$1,334.93 | | \$27,607.55 |
| Check | | | \$1,334.93 | | |

| Accruals & Balances | | | |
|---------------------------------------|-------------|---------------------------------------|------------|
| Vacation Grant Balance: | Hours | Sick Accrued this Pay Period Accrued: | 2.75 Hours |
| Sick Accrued this Pay Period Balance: | 64.58 Hours | Vacation Accrued: | 1.54 Hours |
| Vacation Balance: | 36.31 Hours | | |



Employer Name: Goodwill Industries of Southern California
Employer Phone: 1.323.223.1211
Employer Address: 342 N. San Fernando Road Los Angeles, CA 90031

Employee Name: [REDACTED]
Employee #: 100721
Employee Address: [REDACTED]
Department: 43301 CES LA County DPW Custodial
Job Title: Custodian/Driver - Contracts General
Site: GSC - LA Campus - Contract Services

Pay Date: 10/25/2024
Pay Period: 10/5/2024 - 10/18/2024
Check #: 1037814
Pay Frequency: Bi-Weekly
Pay Rate: 18.8600
Federal Filing Status: Single
Federal 2c/Extra Withholding: No/\$0.00
State Filing Status: Single (CA)
State Exemptions: 0 (CA)

| | Current 10/5/2024 - 10/18/2024 | | | YTD As of 10/18/2024 | |
|-----------------|-----------------------------------|------------------|-------------------|-------------------------|-------------------|
| | Hours/Units | Rate | Amount | Hours/Units | Amount |
| Earnings | 77.50 | | \$1,475.80 | 161.25 | \$3,114.26 |
| Regular | 68.00 | 18.8600 | \$1,282.48 | 139.50 | \$2,630.97 |
| Overtime Hours | 1.50 | 28.2900 | \$42.44 | 7.75 | \$219.25 |
| Holiday Hours | 8.00 | 18.8600 | \$150.88 | 8.00 | \$150.88 |
| New Hire Orient | | | | 6.00 | \$113.16 |
| Taxes | | | \$260.50 | | \$561.89 |
| Fed W/H | | | \$100.79 | | \$221.10 |
| FICA EE | | | \$91.50 | | \$193.08 |
| Fed MWT EE | | | \$21.40 | | \$45.16 |
| CA W/H | | | \$30.57 | | \$68.29 |
| CA DT EE | | | \$16.24 | | \$34.26 |
| | Routing # | Account # | Amount | | Amount |
| Net Pay | | | \$1,215.30 | | \$2,552.37 |
| Check | | | \$1,215.30 | | |
| Direct Deposit | [REDACTED] | [REDACTED] | \$0.00 | | |

| Accruals & Balances | | | |
|---------------------------------------|------|-------|--|
| Vacation Grant Balance: | | Hours | |
| Sick Accrued this Pay Period Balance: | 5.45 | Hours | Sick Accrued this Pay Period Accrued: 2.54 Hours |
| Vacation Balance: | | Hours | |



Employer Name: Goodwill Industries of Southern California
Employer Phone: 1.323.223.1211
Employer Address: 342 N. San Fernando Road Los Angeles, CA 90031

Employee Name: [REDACTED]
Employee #: 096635
Employee Address: [REDACTED]
Department: 43301 CES LA County DPW Custodial
Job Title: Custodial Service Worker
Site: GSC - LA Campus - Contract Services

Pay Date: 10/25/2024
Pay Period: 10/5/2024 - 10/18/2024
Check #: 1037602
Pay Frequency: Bi-Weekly
Pay Rate: 18.8600
Federal Filing Status: Married
Federal 2c/Extra: No/\$0.00
Withholding:
State Filing Status: Single (CA)
State Exemptions: 3 (CA)

| | Current 10/5/2024 - 10/18/2024 | | | YTD As of 10/18/2024 | |
|-----------------|-----------------------------------|------------------|-------------------|-------------------------|--------------------|
| | Hours/Units | Rate | Amount | Hours/Units | Amount |
| Earnings | 88.00 | | \$1,735.12 | 1,844.75 | \$36,018.39 |
| Regular | 72.00 | 18.8600 | \$1,357.92 | 1,522.00 | \$28,678.28 |
| Overtime Hours | 8.00 | 28.2900 | \$226.32 | 134.75 | \$3,797.39 |
| Sick Hours | | | | 34.00 | \$641.24 |
| Holiday Hours | 8.00 | 18.8600 | \$150.88 | 80.00 | \$1,505.84 |
| Vacation | | | | 54.00 | \$1,018.44 |
| Industrl Injury | | | | 20.00 | \$377.20 |
| Taxes | | | \$176.20 | | \$3,698.57 |
| Fed W/H | | | | | \$61.43 |
| FICA EE | | | \$107.58 | | \$2,233.14 |
| Fed MWT EE | | | \$25.16 | | \$522.27 |
| CA W/H | | | \$24.37 | | \$485.53 |
| CA DT EE | | | \$19.09 | | \$396.20 |
| | Routing # | Account # | Amount | | Amount |
| Net Pay | | | \$1,558.92 | | \$32,319.82 |
| Check | | | \$1,558.92 | | |

| Accruals & Balances | | | |
|---------------------------------------|------------|-------------------|------------|
| Vacation Grant Balance: | | Hours | |
| Sick Accrued this Pay Period Balance: | | 38 Hours | |
| Vacation Balance: | 9.18 Hours | Vacation Accrued: | 1.54 Hours |



Employer Name: Goodwill Industries of Southern California
Employer Phone: 1.323.223.1211
Employer Address: 342 N. San Fernando Road Los Angeles, CA 90031

Employee Name: [REDACTED]
Employee #: 060464
Address: [REDACTED]
Department: 43301 CES LA County DPW Custodial
Job Title: Custodian Contracts - General
Site: GSC - LA Campus - Contract Services

Pay Date: 10/25/2024
Pay Period: 10/5/2024 - 10/18/2024
Deposit Advice #: 848284689
Pay Frequency: Bi-Weekly
Pay Rate: 18.8600
Federal Filing Status: Single
Federal 2c/Extra Withholding: No/\$50.00
State Filing Status: Single (CA)
State Exemptions: 0/\$50.00 (CA)

| | Current 10/5/2024 - 10/18/2024 | | | YTD As of 10/18/2024 | |
|----------------------------|-----------------------------------|------------------|-------------------|-------------------------|--------------------|
| | Hours/Units | Rate | Amount | Hours/Units | Amount |
| Earnings | 62.00 | | \$1,169.32 | 1,483.00 | \$27,942.01 |
| Regular | 54.00 | 18.8600 | \$1,018.44 | 1,310.00 | \$24,682.19 |
| Vacation Payout | | | | 40.00 | \$754.40 |
| Sick Hours | | | | 46.50 | \$876.99 |
| Holiday Hours | 8.00 | 18.8600 | \$150.88 | 80.00 | \$1,505.84 |
| Vacation | | | | 6.00 | \$113.16 |
| Meeting Time | | | | 0.50 | \$9.43 |
| Pre-Tax Deductions | | | \$340.45 | | \$6,809.00 |
| Dental PPO | | | \$39.91 | | \$798.20 |
| Vision | | | \$9.48 | | \$189.60 |
| Aetna Health | | | \$291.06 | | \$5,821.20 |
| Taxes | | | \$208.55 | | \$4,841.38 |
| Fed W/H | | | \$76.73 | | \$1,892.89 |
| FICA EE | | | \$51.39 | | \$1,310.25 |
| Fed MWT EE | | | \$12.02 | | \$306.43 |
| CA W/H | | | \$59.29 | | \$1,099.34 |
| CA DT EE | | | \$9.12 | | \$232.47 |
| Post-Tax Deductions | | | \$176.69 | | \$4,103.95 |
| Vol Life EE | | | \$0.86 | | \$17.20 |
| Vol Life Spouse | | | \$0.43 | | \$8.60 |
| Roth | | | \$175.40 | | \$4,078.15 |
| | Routing # | Account # | Amount | | Amount |
| Net Pay | | | \$443.63 | | \$12,187.68 |
| Direct Deposit | [REDACTED] | [REDACTED] | \$443.63 | | |

| Accruals & Balances | | | |
|---------------------------------------|-------------|---------------------------------------|------------|
| Vacation Grant Balance: | 8 Hours | | |
| Sick Accrued this Pay Period Balance: | 62.02 Hours | Sick Accrued this Pay Period Accrued: | 1.92 Hours |
| Vacation Balance: | 86.94 Hours | Vacation Accrued: | 2.21 Hours |



Employer Name: Goodwill Industries of Southern California
Employer Phone: 1.323.223.1211
Employer Address: 342 N. San Fernando Road Los Angeles, CA 90031

Employee Name: [REDACTED]
Employee #: 095919
Employee Address: [REDACTED]
Department: 43301 CES LA County DPW Custodial
Job Title: Custodian Contracts - General
Site: GSC - LA Campus - Contract Services

Pay Date: 10/25/2024
Pay Period: 10/5/2024 - 10/18/2024
Deposit Advice #: 848284823
Pay Frequency: Bi-Weekly
Pay Rate: 18.8600
Federal Filing Status: Single
Federal 2c/Extra Withholding: No/\$0.00
State Filing Status: Single (CA)
State Exemptions: 0 (CA)

| | Current 10/5/2024 - 10/18/2024 | | | YTD As of 10/18/2024 | |
|-----------------|-----------------------------------|------------------|-----------------|-------------------------|--------------------|
| | Hours/Units | Rate | Amount | Hours/Units | Amount |
| Earnings | 51.25 | | \$966.58 | 1,181.50 | \$22,275.77 |
| Regular | 45.25 | 18.8600 | \$853.42 | 1,117.25 | \$21,054.45 |
| Overtime Hours | | | | 1.25 | \$35.36 |
| Holiday Hours | 6.00 | 18.8600 | \$113.16 | 60.00 | \$1,129.38 |
| Lunch Penalty | | | | 3.00 | \$56.58 |
| Taxes | | | \$137.33 | | \$3,252.51 |
| Fed W/H | | | \$40.43 | | \$1,007.69 |
| FICA EE | | | \$59.93 | | \$1,381.10 |
| Fed MWT EE | | | \$14.02 | | \$323.00 |
| CA W/H | | | \$12.32 | | \$295.70 |
| CA DT EE | | | \$10.63 | | \$245.02 |
| | Routing # | Account # | Amount | | Amount |
| Net Pay | | | \$829.25 | | \$19,023.26 |
| Direct Deposit | [REDACTED] | [REDACTED] | \$829.25 | | |

| Accruals & Balances | | | |
|---------------------------------------|-------|-------|--|
| Vacation Grant Balance: | | Hours | |
| Sick Accrued this Pay Period Balance: | 61.58 | Hours | Sick Accrued this Pay Period Accrued: 1.63 Hours |
| Vacation Balance: | | Hours | |



Employer Name: Goodwill Industries of Southern California
Employer Phone: 1.323.223.1211
Employer Address: 342 N. San Fernando Road Los Angeles, CA 90031

Employee Name: [REDACTED]
Employee #: 100224
Address: [REDACTED]
Department: 43301 CES LA County DPW Custodial
Job Title: Custodial Service Worker
Site: GSC - LA Campus - Contract Services

Pay Date: 10/25/2024
Pay Period: 10/5/2024 - 10/18/2024
Deposit Advice #: 848284373
Pay Frequency: Bi-Weekly
Pay Rate: 18.8600
Federal Filing Status: Single
Federal 2c/Extra: No/\$0.00
Withholding:
State Filing Status: Single (CA)
State Exemptions: 0 (CA)

| | Current 10/5/2024 - 10/18/2024 | | | YTD As of 10/18/2024 | |
|-----------------|-----------------------------------|------------------|-------------------|-------------------------|--------------------|
| | Hours/Units | Rate | Amount | Hours/Units | Amount |
| Earnings | 87.75 | | \$1,662.04 | 613.00 | \$11,964.32 |
| Regular | 79.00 | 18.8600 | \$1,489.94 | 550.25 | \$10,377.72 |
| Overtime Hours | 0.75 | 28.2900 | \$21.22 | 42.75 | \$1,209.40 |
| Holiday Hours | 8.00 | 18.8600 | \$150.88 | 16.00 | \$301.76 |
| New Hire Orient | | | | 4.00 | \$75.44 |
| Taxes | | | \$307.33 | | \$2,225.90 |
| Fed W/H | | | \$123.14 | | \$892.51 |
| FICA EE | | | \$103.05 | | \$741.79 |
| Fed MWT EE | | | \$24.10 | | \$173.48 |
| CA W/H | | | \$38.76 | | \$286.51 |
| CA DT EE | | | \$18.28 | | \$131.61 |
| | Routing # | Account # | Amount | | Amount |
| Net Pay | | | \$1,354.71 | | \$9,738.42 |
| Direct Deposit | [REDACTED] | [REDACTED] | \$1,354.71 | | |

| Accruals & Balances | | | |
|---------------------------------------|-------------|---------------------------------------|------------|
| Vacation Grant Balance: | Hours | | |
| Sick Accrued this Pay Period Balance: | 19.99 Hours | Sick Accrued this Pay Period Accrued: | 2.82 Hours |
| Vacation Balance: | 10.85 Hours | Vacation Accrued: | 1.54 Hours |

**PROPOSERS' UTILIZATION PARTICIPATION AND COMMUNITY BUSINESS ENTERPRISE PROGRAM INFORMATION
FOR JANITORIAL SERVICES FOR COUNTY-OWNED AIRPORTS**

SELECTED FIRMS

| | Proposer Name (Prime with subcontractors* listed below) *only subcontractors with Utilization Participation are listed. | Local Small Business Enterprise (LSBE) | Small Business Enterprise (SBE) | Minority | Women-Owned | Disadvantaged Business | Disabled Veteran Business Enterprise | Social Enterprise | LGBTQQ-Owned Business Enterprise |
|---|--|---|--|-----------------|--------------------|-------------------------------|---|--------------------------|---|
| 1 | Goodwill Industries of Southern California | NO | NO | NO | NO | NO | NO | YES | NO |

| | | |
|------------------------------------|---------------------------|--|
| FIRM INFORMATION* | | Goodwill Industries of Southern California |
| BUSINESS STRUCTURE | | Corporation |
| CULTURAL/ETHNIC COMPOSITION | | NUMBER/% OF OWNERSHIP |
| OWNERS/PARTNERS | Black/African American | N/A |
| | Hispanic/Latino | N/A |
| | Asian or Pacific Islander | N/A |
| | Native American | N/A |
| | Subcontinent Asian | N/A |
| | White | N/A |
| | TOTAL | N/A** |
| COUNTY CERTIFICATION | | |
| | CBE | N |
| | LSBE | N |
| OTHER CERTIFYING AGENCY | | N/A |

*Information provided by proposers in response to the Request for Proposal. On final analysis and consideration of award, vendors were selected without regard to race, creed, gender, or

**Non-Profit Organization - A breakdown of the Owners/Partners and their Cultural/Ethnic Composition was not provided for this firm.



(/LACoBids/)

lacounty.gov

Home (/LACoBids/)

⊕ Solicitation Information

| | | | |
|-----------------------------|---|--------------------|--------------|
| Solicitation Number: | BRC0000541 | | |
| Title: | County-owned Airports Janitorial Services | | |
| Department: | Public Works | | |
| Bid Type: | Service | Bid Amount: | \$182,000.00 |
| Commodity: | JANITORIAL/CUSTODIAL SERVICES | | |

Description:

PLEASE TAKE NOTICE that Public Works requests proposals for the County-Owned Airports Janitorial Services (BRC0000541) contract. This contract has been designed to have a potential maximum contract term of 5 years, consisting of an initial 1-year term and potential additional four 1-year option renewals. The total annual contract amount of this service is estimated to be \$182,000. The Request for Proposals (RFP) with contract specifications, forms, and instructions for preparing and submitting proposals may be accessed at <http://pw.lacounty.gov/brcd/servicecontracts> or may be requested from Ms. Amy Le at (626) 458-4077 or ale@pw.lacounty.gov or Mr. Jairo Flores at (626) 458-4069 or jflores@pw.lacounty.gov, Monday through Thursday, 7 a.m. to 5 p.m.

The deadline to submit proposals is Thursday, December 5, 2024, at 5:30 p.m. Please direct your questions to Ms. Le or Mr. Flores. Be advised, any changes to the due dates listed herein will only be made by Public Works, in writing in the form of a Notice to the solicitation. An optional proposers' conference will be held on Tuesday, November 19, 2024, at 2:00 p.m., via Microsoft Teams Meeting Online Events. To participate, the proposers will need to sign-in using the electronic sign-in sheet through the website listed below. ATTENDANCE BY THE PROPOSER OR AN AUTHORIZED REPRESENTATIVE AT THE CONFERENCE IS ENCOURAGED, BUT IT IS NOT MANDATORY. Attendees should be prepared to ask questions at that time about the specifications, proposal requirements, and contract terms. It is the proposers' sole responsibility to do their due diligence to visit and familiarize themselves with the work locations and their requirements before submitting their proposal. After the conference, proposers must submit questions in writing and request information for this solicitation by Thursday, November 21, 2024. A link to sign-in and join the meeting can be found at the following website: <http://pw.lacounty.gov/general/contracts/opportunities>.

There are no mandatory walk-throughs for this solicitation; however, it is the proposers' sole responsibility to do their due diligence and to contact the Contract Manager to arrange a site visit and familiarize themselves with each site location and its requirements before submitting a proposal. Proposer must coordinate with the Contract Manager to arrange a date and time of the planned site visit prior to visiting any location. All site visits should be carried out prior to the established proposal submission deadline. The proposal submission deadline will not be extended to allow for additional time to complete a site visit.

PLEASE CHECK THE WEBSITE FREQUENTLY FOR ANY CHANGES TO THIS SOLICITATION. ALL NOTICES WILL BE POSTED AT <http://pw.lacounty.gov/brcd/servicecontracts>.

Important instruction regarding this solicitation:

PLEASE NOTE: This is a Proposition A solicitation, as such, the County's Living Wage Ordinance is applicable to the resultant contract. Contractors shall pay wages at rates in compliance with the Living Wage Ordinance. Please review and familiarize yourself with the Living Wage Ordinance requirements as provided in:

- Part I, Section 1, Item L, Living Wage Program
- Form LW-1, Living Wage Program
- Power Point slides available electronically at the website listed above.

"Do Business with Public Works" Website Registration

All interested proposers for this RFP are strongly encouraged to register at <http://pw.lacounty.gov/general/contracts/opportunities>. Only those firms registered for this RFP through the website will receive automatic notification when any update to this RFP is made. The County does not have an obligation to notify any proposers other than through the Public Works website's automatic notification system.

IMPORTANT NOTICE

Submission of Proposals will only be accepted electronically using BidExpress or electronic Proposals via Universal Serial Bus (USB) or compact disk to the Los Angeles County Public Works Cashier's Office located on the Mezzanine Level, 900 South Fremont Avenue, Alhambra, CA 91803. Proposals received after the closing date and time specified in this Notice will be rejected by Public Works as nonresponsive. Submission of hard copy Proposals will not be accepted.



PROPOSALS MUST BE SUBMITTED ELECTRONICALLY USING THE FOLLOWING METHOD:

Electronic Submission of Proposals

In lieu of submitting electronic proposals to the Cashier's Office, you may submit proposals electronically on www.bidexpress.com, a secure online bidding service website. To submit your proposals electronically, register with BidExpress, prior to the due date above. A new registration page must be signed, notarized, and received by BidExpress customer support for processing before the due date. An Infotech/BidExpress Guide is included as Attachment 6 for reference. There is a nominal service fee to use BidExpress.

Please note, each file upload in BidExpress is limited to 10 MB per file up to 50 files for a total of 500 MB. Proposers shall plan ahead and allow sufficient time to account for the registration and file size limitations before the proposal submission deadline to complete the uploading of proposal files. If a proposer submits a proposal through BidExpress, the proposer should not send hard copies, compact disk, or any other materials to the County via mail.

Less

| | | | |
|--|---|-----------------------|---------------------|
| Open Day: | 10/29/2024 | Closed Date: | 1/7/2025 5:30:00 PM |
| Contact Name: | Amy Le | Contact Phone: | (626) 458-4077 |
| Contact Email: | ale@pw.lacounty.gov | | |
| Notice of Intent to Award (0) : |  Click here to view notice intent to award list. | | |
| Solicitation Award (0) : |  Click here to view award list. | | |
| Last Changed On: | 12/19/2024 8:12:13 AM | | |

Attachment File (0):



Click here to download attachment files.



Powered by ISD | [Contact Us](#)

SITE INFO

1. Accessibility (<https://lacounty.gov/accessibility/>)
2. Privacy Policy (<https://lacounty.gov/privacy-policy/>)