



DEPARTMENT OF MENTAL HEALTH
hope. recovery. wellbeing.

LISA H. WONG, Psy.D.
Director

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Chief Medical Officer

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Chief Deputy Director

September 02, 2025

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

34 September 2, 2025

EDWARD YEN
EXECUTIVE OFFICER

Dear Supervisors:

**APPROVAL TO EXECUTE A NEW CONTRACT WITH CBRE MANAGED SERVICES, INC., FOR
THE PROVISION OF FACILITIES MANAGEMENT SERVICES AT THE CENTRO ESTRELLA
FAMILY RESOURCE CENTER
(SUPERVISORIAL DISTRICT 1)
(3 VOTES)**

SUBJECT

Request approval to execute a new contract with CBRE Managed Services, Inc., for the provision of facilities management services at the Centro Estrella Family Resource Center located at 4701 E. Cesar E. Chavez Avenue, Los Angeles, CA 90022 as the result of a competitive solicitation.

IT IS RECOMMENDED THAT THE BOARD:

1. Authorize the Director of Mental Health (Director), or designee, to execute a new contract, substantially similar to Attachment I, with CBRE Managed Services, Inc., (CBRE) to provide facilities management services (FMS) at Centro Estrella Family Resource Center. The Contract will be effective upon Board approval through June 30, 2028, with the option to extend up to June 30, 2030. The Total Contract Sum (TCS) for the initial term ending June 30, 2028, is \$2,232,000. The annual amount for Fiscal Year (FY) 2025-26 and for each subsequent fiscal year is \$744,000, fully funded by federal and State funds. The annual costs will be partially offset by the rent collected from Alma Family Services housed in Centro Estrella Family Resource Center.

2. Delegate authority to the Director, or designee, to prepare and execute future amendments to the Contract in Recommendation 1; to revise the boilerplate language; revise the TCS; add, delete, modify, or replace the Statement of Work (SOW); and/or, reflect federal, State, and County regulatory, statutory and/or policy changes provided that: 1) the County's total payment will not

exceed an increase of 10 percent from the Board-approved TCS in Recommendation 1; and 2) sufficient funds are available. The amendment will be subject to prior review and approval as to form by County Counsel, with written notice to the Board and Chief Executive Office (CEO).

3. Delegate authority to the Director, or designee, to terminate the Contract in Recommendation 1 in accordance with the termination provisions, including Termination for Convenience. The Director, or designee, will provide written notification to your Board and CEO of such termination action.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Board approval of Recommendation 1 will allow the Department of Mental Health (DMH) to contract with CBRE for the provision of FMS at Centro Estrella Family Resource Center.

Board approval of Recommendation 2 will allow DMH to amend the Contract to revise and modify the boilerplate, TCS, and SOW as necessary, without interruption to services.

Board approval of Recommendation 3 will allow DMH to terminate the Contract in accordance with the contract's termination provisions, including Termination for Convenience, in a timely manner, as necessary.

Implementation of Strategic Plan Goals

The recommended actions are consistent with the County's Strategic Plan North Star 3, Realize Tomorrow's Government Today, specifically Focus Area Goal D. - Streamlined and Equitable Contracting and Procurement, and Focus Area Goal E. - Data Driven Decision Making.

FISCAL IMPACT/FINANCING

The allocation for FY 2025-26 is \$744,000, and for FY 2026-27 and 2027-28 is estimated to be \$744,000 for each fiscal year, fully funded by federal and State revenue.

Funding for FY 2025-26 is included in DMH's FY 2025-26 annual budget.

Funding for future fiscal years will be requested through DMH's annual budget process.

There is no net County cost impact associated with the recommended actions.

FACTS AND PROVISIONS/LLEGAL REQUIREMENTS

On June 27, 2023, the Board authorized ownership transfer of Centro Estrella Family Resource Center building located at 4701 E. Cesar E. Chavez Avenue, Los Angeles, CA 90022, from Los Angeles County Development Authority (LACDA) to the County of Los Angeles. This building houses Roybal Family Mental Health Center, operated by DMH, and DMH's contracted legal entity Alma Family Services. As the proprietor of the building, DMH is responsible for obtaining facilities management services through a contract and selected CBRE through a solicitation process.

CBRE Managed Services, Inc., will provide full-service FMS necessary to maintain the building and grounds (including mechanical, electrical, and plumbing maintenance) along with custodial and

The Honorable Board of Supervisors

9/2/2025

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waste management services at Centro Estrella Family Resource Center.

As mandated by your Board, the Contract will be evaluated by DMH on an annual basis to ensure the Contractor's compliance with all contract terms and performance standards.

The attached Contract (Attachment I) has been approved as to form by County Counsel.

CONTRACTING PROCESS

An Invitation for Bids (IFB), Bid No. DMH02102025B1, was released on February 10, 2025, for the provision of FMS at Centro Estrella Family Resource Center, and CBRE was the only proposer to respond to the IFB. In accordance with contracting policy, the proposal was evaluated, and DMH determined that CBRE met the qualifications and had the required experience to provide FMS at the Centro Estrella Family Resource Center.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Board approval of the recommended actions will allow DMH to contract with CBRE to provide FMS necessary to maintain the building and grounds at Centro Estrella Family Resource Center.

Respectfully submitted,



LISA H. WONG, Psy.D.

Director

LHW:CD:KN:SK:CM:atm

Enclosures



**CONTRACT BY AND BETWEEN
COUNTY OF LOS ANGELES
AND
CBRE MANAGED SERVICES INC.
FOR
FULL-SERVICE FACILITY MANAGEMENT SERVICES AT
CENTRO ESTRELLA FAMILY RESOURCE CENTER**

MH540003

Contract Number

2100 McKinney Ave., STE 900

Dallas, TX 75201

Contractor Headquarters Address

204501

Vendor Number

Contractor Headquarters' Supervisorial District Out of State

Contractor Headquarters' Service Area Out of State

Contractor Service Provision Supervisorial District(s) 1

Contractor Service Provision Service Area(s) 7

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**CONTRACT BETWEEN
COUNTY OF LOS ANGELES
AND
CBRE MANAGED SERVICES INC.
FOR
FULL-SERVICE FACILITY MANAGEMENT SERVICES**

This Contract ("Contract") and Exhibits made and entered into 2nd day of September 2025 by and between the County of Los Angeles, hereinafter referred to as "County" and CBRE Managed Services Inc., hereinafter referred to as "Contractor". CBRE Managed Services Inc., is located at 2100 McKinney Avenue, Suite 900, Dallas, TX 75201.

RECITALS

WHEREAS, County may contract with private businesses for Full-Service Facility Management Services when certain requirements are met; and

WHEREAS, Contractor is a private firm specializing in providing Full-Service Facility Management Services; and

WHEREAS, Contractor is equipped, staffed, and prepared to provide these services as described in this Contract; and

WHEREAS, on September 2, 2025, the Board of Supervisors authorize the Director of Mental Health, or designee to execute the contract.

NOW THEREFORE, in consideration of the mutual covenants contained herein, and for good and valuable consideration, the parties agree to the following:

1.0 APPLICABLE DOCUMENTS

Entire Contract: The body of this Contract, all exhibits, Statement of Work (SOW) and Fiscal Provisions attached hereto and incorporated herein by reference, for this Contract, as approved in writing by the Director, including any addenda thereto as approved in writing by the Director, which are incorporated herein by reference but not attached, will constitute the complete and exclusive statement of understanding between the parties which supersedes all previous Contracts, written or oral, and all other communications between the parties relating to the subject matter of this Contract. The exhibits listed below are attached to and form a part of this Contract. In the event of any conflict or inconsistency in the definition or interpretation of any word, responsibility, schedule, or the contents or description of any task, deliverable, goods, service, or other work, or otherwise between the base Contract and the Exhibits, or between Exhibits, such conflict or inconsistency will be resolved by giving precedence first to the Contract and then to the Exhibits according to the following priority.

Standard Exhibits:

- Exhibit A Statement of Work and Attachments
- Exhibit B Fiscal Provisions
- Exhibit B-1 Invoice Template
- Exhibit C Contractor's Proposed Schedule (Not attached to Contract)
- Exhibit D County's Administration
- Exhibit E Contractor's Administration
- Exhibit F Forms Required at the Time of Contract Execution-
 - F1 Contractor Acknowledgment and Confidentiality Agreement
- Exhibit G Safely Surrendered Baby Law

Unique Exhibits:

- Exhibit H Intentionally Omitted
- Exhibit I Intentionally Omitted
- Exhibit J Charitable Contributions Certification
- Exhibit K Attestation Regarding Information Security Requirements
- Exhibit L Contribution and Agent Declaration Form

This Contract and the Exhibits hereto constitute the complete and exclusive statement of understanding between the parties, and supersedes all previous Contracts, written and oral, and all communications between the parties relating to the subject matter of this Contract. No change to this Contract will be valid unless prepared pursuant to Paragraph 8.1 (Amendments) and signed by both parties.

2.0 DEFINITIONS

2.1 Standard Definitions

The headings herein contained are for convenience and reference only and are not intended to define the scope of any provision thereof. The following words as used herein will be construed to have the following meaning, unless otherwise apparent from the context in which they are used.

- 2.1.1 Board of Supervisors (Board):** The Board of Supervisors of the County acting as governing body.
- 2.1.2 Contract:** This agreement executed between County and Contractor. Included are all supplemental agreements amending or extending the service to be performed. The Contract sets forth the terms and conditions for the issuance and performance of all tasks, deliverables, services, and other work.
- 2.1.3 Contractor:** The person or persons, sole proprietor, partnership, joint venture, corporation or other legal entity who has entered into an agreement with the County to perform or execute the work covered by this Contract.
- 2.1.4 Contractor's Project Manager:** The person designated by the Contractor to administer the Contract operations under this Contract.
- 2.1.5 County's Contract Analyst:** The person designated by the County to manage and facilitate the administrative functions of the Contract.
- 2.1.6 County's Project Director:** Person designated by County with authority for County on contractual or administrative matters relating to this Contract that cannot be resolved by the County's Project Manager.
- 2.1.7 County's Project Manager:** Person designated by County's Project Director to manage the operations under this Contract.
- 2.1.8 County's Project Monitor:** Person with responsibility to oversee the day-to-day activities of this Contract. Responsibility for inspections of any and all tasks, deliverables, goods, services and other work provided by the Contractor.
- 2.1.9 County Observed Holidays:** Days on which County departments are closed for business in observance of significant events. A list of County observed holidays may be found on the County's website <https://lacounty.gov/government/about-la-county/about/>.
- 2.1.10 Day(s):** Calendar day(s) unless otherwise specified.
- 2.1.11 Department:** The County of Los Angeles Department of Mental Health which is entering into this Contract on behalf of the County of Los Angeles.
- 2.1.12 Director:** Director of Department

- 2.1.13 Fiscal Year:** The twelve (12) month period beginning July 1st and ending the following June 30th.
- 2.1.14 Statement of Work:** A written description of the work to be performed by Contractor to meet the needs of the County, including special provisions pertaining to the method, frequency, manner, and place of performing the contract services.
- 2.1.15 Subcontract:** An agreement by the Contractor to employ a subcontractor to provide services to fulfill this Contract.
- 2.1.16 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 Contractor's performance of this Contract, at any tier, under oral or written agreement.

3.0 WORK

- 3.1** Pursuant to the provisions of this Contract, the Contractor must fully perform, complete and deliver on time, all tasks, deliverables, goods, services and other work as set forth herein.
- 3.2** If the Contractor provides any tasks, deliverables, goods, services, or other work, other than as specified in this Contract, the same will be deemed to be a gratuitous effort on the part of the Contractor, and the Contractor will have no claim whatsoever against the County.

4.0 TERM OF CONTRACT

- 4.1** The term of this Contract will be three (3) years commencing after execution and will continue in full force and effect through June 30, 2028, unless sooner terminated or extended, in whole or in part, as provided in this Contract.
- 4.2** The County will have the sole option to extend this Contract term up to June 30, 2030. Each such option and extension will be exercised at the sole discretion of the Director or their designee as authorized by the Board.

The County maintains a database that tracks/monitors Contractor performance history. Information entered into the database may be used for a variety of purposes, including determining whether a Contractor is responsible for the purposes of a future County contract or extension option.

- 4.3** The Contractor must notify Department when this Contract is within six (6) months from the expiration of the term as provided for hereinabove. Upon occurrence of this event, the Contractor must send written notification to Department at the address herein provided in Exhibit D (County's Administration).

5.0 CONTRACT SUM

5.1 Total Contract Sum

5.1.1 Total funding for the full term of this contract is \$2,232,000; \$744,00 per fiscal year for three (3) years. Payment provisions are described in Exhibit B (Fiscal Provisions). The Contract Sum under this contract will be the total monetary amount payable by County to Contractor for all services specified under this Contract. Contractor will provide services at the rates identified in Exhibit B (Fiscal Provisions).

5.2 Written Approval for Reimbursement

The Contractor will not be entitled to payment or reimbursement for any tasks or services performed, nor for any incidental or administrative expenses whatsoever incurred in or incidental to performance hereunder, except as specified herein. Assumption or takeover of any of the Contractor's duties, responsibilities, or obligations, or performance of same by any person or entity other than the Contractor, whether through assignment, subcontract, delegation, merger, buyout, or any other mechanism, with or without consideration for any reason whatsoever, must not occur except with the County's express prior written approval.

5.3 Notification of 75% of Total Contract Sum

The Contractor must maintain a system of record keeping that will allow the Contractor to determine when it has incurred seventy-five percent (75%) of the total contract authorization under this Contract. Upon occurrence of this event, the Contractor must send written notification to Department at the address herein provided in Exhibit D (County's Administration).

5.4 No Payment for Services Provided Following Expiration-Termination of Contract

The Contractor will have no claim against County for payment of any money or reimbursement, of any kind whatsoever, for any service provided by the Contractor after the expiration or other termination of this Contract. Should the 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/termination of this Contract will not constitute a waiver of County's right to recover such payment from the Contractor.

5.5 Invoices and Payments

5.5.1 The Contractor must invoice the County only for providing services specified in Exhibit A (Statement of Work and Attachments) and elsewhere hereunder. The Contractor must prepare invoices (see Exhibit B-1), which will include the charges owed to the Contractor by the County under the terms of this Contract. Contractor's payments will be as provided in Exhibit B (Fiscal Provisions) and the Contractor will be paid only for the services approved in writing by the County. If the

County does not approve work in writing no payment will be due to the Contractor for that work.

5.5.2 The Contractor's invoices must be priced in accordance with Exhibit B (Fiscal Provisions).

5.5.3 The Contractor's invoices must contain the information set forth in Exhibit A (Statement of Work and Attachments) describing the services for which payment is claimed.

5.5.4 The Contractor must submit the monthly invoices to the County by the 15th calendar day of the month following the month of service.

5.5.5 All invoices under this Contract must be submitted to the County per Exhibit B (Fiscal Provisions).

5.5.6 County Approval of Invoices

All invoices submitted by the Contractor for payment must have the written approval of the County's Project Manager prior to any payment thereof. In no event will the County be liable or responsible for any payment prior to such written approval. Approval for payment will not be unreasonably withheld.

5.5.7 Preference Program Enterprises - Prompt Payment Program

Certified Prompt Payment Enterprises (PPEs) will receive prompt payment for services they provide to County Departments. Prompt payment is defined as fifteen (15) calendar days after receipt of an approved, undisputed invoice which has been properly matched against documents such as a receiving, shipping, or services delivered report, or any other validation of receipt document consistent with Board Policy 3.035 ([Preference Program Payment Liaison and Prompt Payment Program](#)).

5.6 Cost of Living Adjustments (COLA's)

If requested by the Contractor, the Contract (hourly, daily, monthly, etc.) amount for the additional option year periods identified in Paragraph 4.2 may at the sole discretion of the County, be increased annually based on the most recent published percentage change in the U.S. Department of Labor, Bureau of Labor Statistics' Consumer Price Index for Urban Consumers (CPI-U) for the Los Angeles-Long Beach-Anaheim Area for the twelve (12) month period preceding the Contract commencement anniversary date, which will be the effective date for any Cost of Living Adjustment (COLA). However, any increase will not exceed the general salary movement granted to County employees as determined by the Chief Executive Officer as of each July 1 for the prior twelve (12) month period. Furthermore, should fiscal circumstances ultimately prevent the Board from approving any increase in County employee salaries, no COLA will be granted. Where the County decides to grant a (COLA) pursuant to this paragraph for living wage contracts, it may, in its sole discretion exclude the cost of labor (including the

cost of wages and benefits paid to employees providing services under this contract) from the base upon which a COLA is calculated, unless the Contractor can show that their labor cost will actually increase. Further, before any COLA increase may take effect and become part of this contract, it will require a written amendment to this contract first, that has been formally approved and executed by the parties. To request a COLA, Contractor must submit a written request along with appropriate justification to the Contract Analyst 60 days prior to exercising the additional option year periods identified in Paragraph 4.2.

5.7 Default Method of Payment: Direct Deposit or Electronic Funds Transfer

5.7.1 The County, at its sole discretion, has determined that the most efficient and secure default form of payment for goods and/or services provided under an agreement/contract with the County will be Electronic Funds Transfer (EFT) or direct deposit, unless an alternative method of payment is deemed appropriate by the Auditor-Controller (A-C).

5.7.2 The Contractor must submit a direct deposit authorization request via the website <https://directdeposit.lacounty.gov> with banking and vendor information, and any other information that the A-C determines is reasonably necessary to process the payment and comply with all accounting, record keeping, and tax reporting requirements.

5.7.3 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.

5.7.4 At any time during the duration of the agreement/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 the contracting department(s), will decide whether to approve exemption requests.

6.0 ADMINISTRATION OF CONTRACT – COUNTY

6.1 County’s Administration

A listing of all County Administration referenced in the following Paragraphs are designated in Exhibit D (County’s Administration). The County will notify the Contractor in writing of any changes as they occur.

6.2 County’s Project Director

Responsibilities of the County’s Project Director include:

6.2.1 Ensuring that the objectives of this Contract are met; and

6.2.2 Providing direction to the Contractor in the areas relating to County policy, information requirements, and procedural requirements.

6.3 County's Project Manager

The responsibilities of the County's Project Manager include:

6.3.1 Meeting with the Contractor's Project Manager on a regular basis; and

6.3.2 Inspecting any and all tasks, deliverables, goods, services, or other work provided by or on behalf of the Contractor.

The County's Project Manager is not authorized to make any changes in any of the terms and conditions of this Contract and is not authorized to further obligate County in any respect whatsoever.

6.4 County's Project Monitor

The County's Project Monitor is responsible for overseeing the day-to-day administration of this Contract; however, in no event will Contractor's obligation to fully satisfy all of the requirements of this Contract be relieved, excused or limited thereby. The County's Project Monitor reports to the County's Project Manager.

6.5 County's Contract Analyst

The role of the County's Contract Analyst is to manage and facilitate the administrative functions of the Contract. The County's Contract Analyst reports to the County's Project Director.

7.0 ADMINISTRATION OF CONTRACT - CONTRACTOR

7.1 Contractor's Administration

A listing of all of Contractor's Administration referenced in the following paragraphs is designated in Exhibit E (Contractor's Administration). The Contractor will notify the County in writing of any change as they occur.

7.2 Contractor's Project Manager

7.2.1 The Contractor's Project Manager is designated in Exhibit E (Contractor's Administration). The Contractor must notify the County in writing of any change to Exhibit E (Contractor's Administration), as changes occur.

7.2.2 The Contractor's Project Manager will be responsible for the Contractor's day-to-day activities as related to this Contract and must coordinate with County's Project Manager and County's Project Monitor on a regular basis.

7.3 Approval of Contractor's Staff

County has the absolute right to approve or disapprove all of the Contractor's staff performing work hereunder and any proposed changes in the Contractor's staff, including, but not limited to, the Contractor's Project Manager.

7.4 Contractor's Staff Identification

Contractor must provide, at Contractor's expense, all staff providing services under this Contract with a photo identification badge.

7.5 Background and Security Investigations

7.5.1 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 if the member of Contractor's staff passes or fails the background investigation.

7.5.2 If a member of Contractor's staff does not pass the background investigation, County may request that the member of Contractor's staff be immediately removed from performing services under the Contract 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.

7.5.3 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.

7.5.4 These terms will also apply to subcontractors of County contractors.

7.5.5 Disqualification of any member of Contractor's staff pursuant to this Paragraph 7.5 will not relieve Contractor of its obligation to complete all work in accordance with the terms and conditions of this Contract.

7.6 Confidentiality

7.6.1 Contractor must maintain the confidentiality of all records and information in accordance with all applicable Federal, State and local laws, rules, regulations, ordinances, directives, guidelines, policies and procedures relating to confidentiality, including, without limitation, County policies concerning information technology security and the protection of confidential records and information.

7.6.2 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 will 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 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.

- 7.6.3** Contractor must inform all of its officers, employees, agents and subcontractors providing services hereunder of the confidentiality provisions of this Contract.
- 7.6.4** Contractor must sign and adhere to the provisions of Exhibit F1 (Contractor Acknowledgement and Confidentiality Agreement).

8.0 STANDARD TERMS AND CONDITIONS

8.1 Amendments

- 8.1.1** For any change which affects the scope of work, contract term, Contract Sum, payments, or any term or condition included under this Contract, an Amendment must be prepared and executed by the Contractor and by (Director or their designee.
- 8.1.2** The County's Board or Chief Executive Officer or designee may require the addition and/or change of certain terms and conditions in the Contract during the term of this Contract. The County reserves the right to add and/or change such provisions as required by the County's Board or Chief Executive Officer. To implement such changes, an Amendment to the Contract must be prepared and executed by the Contractor and by Director or their designee.
- 8.1.3** The Director or their designee may, at their sole discretion, authorize extensions of time as defined in Paragraph 4.0 (Term of Contract). The 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 the Contract must be prepared and executed by the Contractor and by Director or their designee.

8.2 Assignment and Delegation/Mergers or Acquisitions

8.2.1 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.

8.2.2 The 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 will be null and void. For purposes of this paragraph, County consent will require a written amendment to the Contract, which is formally approved and executed by the parties. Any payments by the 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 the Contractor may have against the County.

8.2.3 Any assumption, assignment, delegation, or takeover of any of the Contractor's duties, responsibilities, obligations, or performance of same by any person or entity other than the 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 the Contract which may result in the termination of this Contract. In the event of such termination, County will be entitled to pursue the same remedies against Contractor as it could pursue in the event of default by Contractor.

8.3 Authorization Warranty

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

8.4 Budget Reductions

In the event that the County's Board 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. The County's notice to the Contractor regarding said reduction in payment obligation will be provided within thirty (30) calendar days of the Board's approval of such actions. Except as set forth in the preceding sentence, the Contractor must continue to provide all of the services set forth in this Contract.

8.5 Complaints

The Contractor must develop and maintain operating procedures for receiving, investigating and responding to complaints.

- 8.5.1** Within 30 business days after Contract effective date, the Contractor must provide the County with the Contractor's procedures for receiving, investigating and responding to user complaints.
- 8.5.2** The County will review the Contractor's procedures and provide the Contractor with approval of said procedures or with requested changes.
- 8.5.3** If the County requests changes in the Contractor's procedures, the Contractor must make such changes and resubmit the procedures within 10 business days for County approval.
- 8.5.4** If, at any time, the Contractor wishes to change the Contractor's procedures, the Contractor must submit proposed changes to the County for approval before implementation.
- 8.5.5** The Contractor must preliminarily investigate all complaints and notify the County's Project Manager of the status of the investigation within three (3) business days of receiving the complaint.
- 8.5.6** When complaints cannot be resolved informally, a system of follow-through will be instituted which adheres to formal plans for specific actions and strict time deadlines.
- 8.5.7** Copies of all written responses must be sent to the County's Project Manager within five (5) business days of mailing to the complainant.

8.6 Compliance with Applicable Laws

- 8.6.1** In the performance of this Contract, Contractor must comply with all applicable Federal, State and local laws, rules, regulations, ordinances, directives, guidelines, policies and procedures, and all provisions required thereby to be included in this Contract are hereby incorporated herein by reference.
- 8.6.2** 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 will 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 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 other equitable relief, or make any admission, in each case, on behalf of County without County's prior written approval.

8.7 Compliance with Civil Rights Laws

The 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 handicap, 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. Additionally, Contractor certifies to the County:

- 8.7.1** That Contractor has a written policy statement prohibiting discrimination in all phases of employment.
- 8.7.2** That Contractor periodically conducts a self-analysis or utilization analysis of its work force.
- 8.7.3** That Contractor has a system for determining if its employment practices are discriminatory against protected groups.
- 8.7.4** Where problem areas are identified in employment practices, the Contractor has a system for taking reasonable corrective action, to include establishment of goals or timetables.

8.8 Compliance with County's Jury Service Program

8.8.1 Jury Service Program

This Contract is subject to the provisions of the 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](#).

8.8.2 Written Employee Jury Service Policy

- Unless the Contractor has demonstrated to the County's satisfaction either that the Contractor is not a "Contractor" as

defined under the Jury Service Program ([Section 2.203.020 of the County Code](#)) or that the Contractor qualifies for an exception to the Jury Service Program ([Section 2.203.070 of the County Code](#)), the Contractor must have and adhere to a written policy that provides that its Employees will receive from the Contractor, on an annual basis, no less than five days of regular pay for actual jury service. The policy may provide that Employees deposit any fees received for such jury service with the Contractor or that the Contractor deduct from the Employee's regular pay the fees received for jury service.

- For purposes of this Paragraph, "Contractor" means a person, partnership, corporation or other entity which has a contract with the 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 the 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 the 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 the Contractor uses any Subcontractor to perform services for the County under the Contract, the Subcontractor will also be subject to the provisions of this Paragraph. The provisions of this Paragraph will be inserted into any such subcontract agreement and a copy of the Jury Service Program must be attached to the agreement.
- If the Contractor is not required to comply with the Jury Service Program when the Contract commences, the Contractor will have a continuing obligation to review the applicability of its "exception status" from the Jury Service Program, and the Contractor must immediately notify the County if the Contractor at any time either comes within the Jury Service Program's definition of "Contractor" or if the Contractor no longer qualifies for an exception to the Jury Service Program. In either event, the Contractor must immediately implement a written policy consistent with the Jury Service Program. The County may also require, at any time during the Contract and at its sole discretion, that the Contractor demonstrate to the County's satisfaction that the Contractor either continues to remain outside of the Jury Service Program's definition of "Contractor" and/or that the Contractor continues to qualify for an exception to the Program.

- 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 and/or bar the Contractor from the award of future County contracts for a period of time consistent with the seriousness of the breach.

8.9 Conflict of Interest

8.9.1 No County employee whose position with the County enables such employee to influence the award of this Contract or any competing Contract, and no spouse or economic dependent of such employee, will be employed in any capacity by the Contractor or have any other direct or indirect financial interest in this Contract. No officer or employee of the Contractor who may financially benefit from the performance of work hereunder will in any way participate in the County's approval, or ongoing evaluation, of such work, or in any way attempt to unlawfully influence the County's approval or ongoing evaluation of such work.

8.9.2 The 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. The Contractor warrants that it is not now aware of any facts that create a conflict of interest. If the Contractor hereafter becomes aware of any facts that might reasonably be expected to create a conflict of interest, it must immediately make full written disclosure of such facts to the County. Full written disclosure must include, but is not limited to, identification of all persons implicated and a complete description of all relevant circumstances. Failure to comply with the provisions of this Paragraph will be a material breach of this Contract.

8.10 Consideration of Hiring County Employees Targeted for Layoffs or are on a County Re-Employment 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 re-employment list during the life of this Contract.

8.11 Consideration of Hiring GAIN/START Participants

8.11.1 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.

8.11.2 In the event that both laid-off County employees and GAIN/START participants are available for hiring, County employees must be given first priority.

8.12 Contractor Responsibility and Debarment

8.12.1 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 the County's policy to conduct business only with responsible Contractors.

8.12.2 Chapter 2.202 of the County Code

The Contractor is hereby notified that, in accordance with [Chapter 2.202 of the County Code](#), if the County acquires information concerning the performance of the Contractor on this or other contracts which indicates that the Contractor is not responsible, the County may, in addition to other remedies provided in the Contract, debar the Contractor from bidding or proposing on, or 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 terminate any or all existing Contracts the Contractor may have with the County.

8.12.3 Non-responsible Contractor

The County may debar a Contractor if the Board finds, in its discretion, that the Contractor has done any of the following: (1) violated a term of a contract with the County or a nonprofit corporation created by the County, (2) committed an act or omission which negatively reflects on the Contractor's quality, fitness or capacity to perform a contract with the County, any other public entity, or a nonprofit corporation created by the 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 the County or any other public entity.

8.12.4 Contractor Hearing Board

- If there is evidence that the Contractor may be subject to debarment, the Department will notify the Contractor in writing of the evidence which is the basis for the proposed debarment and

will advise the Contractor of the scheduled date for a debarment hearing before the Contractor Hearing Board.

- The Contractor Hearing Board will conduct a hearing where evidence on the proposed debarment is presented. The Contractor and/or the Contractor's representative will be given an opportunity to submit evidence at that hearing. After the hearing, the Contractor Hearing Board will prepare a tentative proposed decision, which will contain a recommendation regarding whether the Contractor should be debarred, and, if so, the appropriate length of time of the debarment. The Contractor and the Department will be provided an opportunity to object to the tentative proposed decision prior to its presentation to the Board.
- After consideration of any objections, or if no objections are submitted, a record of the hearing, the proposed decision, and any other recommendation of the Contractor Hearing Board will be presented to the Board. The Board of Supervisors will have the right to modify, deny, or adopt the proposed decision and recommendation of the Contractor Hearing Board.
- If a Contractor has been debarred for a period longer than five (5) years, that Contractor may after the debarment has been in effect for at least five (5) years, submit a written request for review of the debarment determination to reduce the period of debarment or terminate the debarment. The County may, in its discretion, reduce the period of debarment or terminate the debarment if it finds that the 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 the County.
- The Contractor Hearing Board will consider a request for review of a debarment determination only where (1) the Contractor has been debarred for a period longer than five (5) years; (2) the debarment has been in effect for at least five (5) 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, the Contractor Hearing Board will provide notice of the hearing on the request. At the hearing, the 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 the Contractor Hearing Board pursuant to the same procedures as for a debarment hearing.

- The Contractor Hearing Board’s proposed decision will contain a recommendation on the request to reduce the period of debarment or terminate the debarment. The 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 the Contractor Hearing Board.

8.12.5 Subcontractors of Contractor

These terms will also apply to Subcontractors of County Contractors.

8.13 Contractor’s Acknowledgement of County’s Commitment to Safely Surrendered Baby Law

The Contractor acknowledges that the County places a high priority on the implementation of the Safely Surrendered Baby Law. The Contractor understands that it is the County’s policy to encourage all County contractors to voluntarily post the County’s “Safely Surrendered Baby Law” poster, in Exhibit G, in a prominent position at the Contractor’s place of business. The Contractor will also encourage its subcontractors, if any, to post this poster in a prominent position in the subcontractor’s place of business. Information and posters for printing are available at <https://lacounty.gov/residents/family-services/child-safety/safely-surrender/>

8.14 Contractor’s Warranty of Adherence to County’s Child Support Compliance Program

8.14.1 The Contractor acknowledges that the County has established a goal of ensuring that all individuals who benefit financially from the County through Contract are in compliance with their court-ordered child, family and spousal support obligations in order to mitigate the economic burden otherwise imposed upon the County and its taxpayers.

8.14.2 As required by the County’s Child Support Compliance Program ([County Code Chapter 2.200](#)) and without limiting the Contractor’s duty under this Contract to comply with all applicable provisions of law, the Contractor warrants that it is now in compliance and will during the term of this Contract maintain in compliance with 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).

8.15 County’s Quality Assurance Plan

The County or its agent(s) will monitor the Contractor’s performance under this Contract on not less than an annual basis. Such monitoring will include assessing

the Contractor's compliance with all Contract terms and conditions and performance standards. Contractor deficiencies which the County determines are significant or continuing and that may place performance of the Contract in jeopardy if not corrected will be reported to the Board and listed in the appropriate contractor performance database. The report to the Board will include improvement/corrective action measures taken by the County and the Contractor. If improvement does not occur consistent with the corrective action measures, the County may terminate this Contract or impose other penalties as specified in this Contract.

8.16 Damage to County Facilities, Buildings or Grounds

8.16.1 The Contractor will repair, or cause to be repaired, at its own cost, any and all damage to County facilities, buildings, or grounds caused by the Contractor or employees or agents of the Contractor. Such repairs must be made immediately after the Contractor has become aware of such damage, but in no event later than thirty (30) days after the occurrence.

8.16.2 If the 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 the Contractor by cash payment upon demand.

8.17 Employment Eligibility Verification

8.17.1 The Contractor warrants that it fully complies with all Federal and State statutes and regulations regarding the employment of aliens and others and that all its employees performing work under this Contract meet the citizenship or alien status requirements set forth in Federal and State statutes and regulations. The Contractor must obtain, from all employees performing work 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. The Contractor must retain all such documentation for all covered employees for the period prescribed by law.

8.17.2 The Contractor must indemnify, defend, and hold harmless, the County, its agents, officers, and employees from employer sanctions and any other liability which may be assessed against the Contractor or the County or both in connection with any alleged violation of any Federal or State statutes or regulations pertaining to the eligibility for employment of any persons performing work under this Contract.

8.18 Counterparts and Electronic Signatures and Representations

This Contract may be executed in two or more counterparts, each of which will be deemed an original but all of which together will constitute one and the same

Contract. The facsimile, email or electronic signature of the parties will be deemed to constitute original signatures, and facsimile or electronic copies hereof will be deemed to constitute duplicate originals.

The County and the Contractor hereby agree to regard electronic representations of original signatures of authorized officers of each party, when appearing in appropriate places on the Amendments prepared pursuant to Paragraph 8.1 (Amendments) and received via communications facilities (facsimile, email or electronic signature), as legally sufficient evidence that such legally binding signatures have been affixed to Amendments to this Contract.

8.19 Fair Labor Standards

The Contractor must comply with all applicable provisions of the Federal Fair Labor Standards Act and must indemnify, defend, and hold harmless the County and its agents, officers, and employees 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 the Contractor's employees for which the County may be found jointly or solely liable.

8.20 Force Majeure

8.20.1 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 Paragraph as "force majeure events").

8.20.2 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 will 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 Paragraph, the term "subcontractor" and "subcontractors" mean subcontractors at any tier.

8.20.3 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.

8.21 Governing Law, Jurisdiction, and Venue

This Contract will be governed by, and construed in accordance with, the laws of the State of California. The Contractor agrees and consents to the exclusive jurisdiction of the courts of the State of California for all purposes regarding this Contract and further and consents that venue of any action brought hereunder will be exclusively in the County.

8.22 Independent Contractor Status

8.22.1 This Contract is by and between the County and the 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 the County and the 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.

8.22.2 The Contractor will be solely liable and responsible for providing to, or on behalf of, all persons performing work pursuant to this Contract all compensation and benefits. The 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 the Contractor.

8.22.3 The Contractor understands and agrees that all persons performing work pursuant to this Contract are, for purposes of Workers' Compensation liability, solely employees of the Contractor and not employees of the County. The Contractor will 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 the Contractor pursuant to this Contract.

8.22.4 The Contractor must adhere to the provisions stated in Paragraph 7.5 (Confidentiality).

8.23 Indemnification

The Contractor must indemnify, defend and hold harmless the County, its Special Districts, elected and appointed officers, employees, agents and volunteers ("County Indemnitees") from and against any and all liability, including but not limited to demands, claims, actions, fees, costs and expenses (including attorney and expert witness fees), arising from and/or relating to this Contract, except for such loss or damage arising from the sole negligence or willful misconduct of the County Indemnitees.

8.24 General Provisions for All Insurance Coverage

8.24.1 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 Paragraphs 8.24 and 8.25 of this Contract. 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.

8.24.2 Evidence of Coverage and Notice to County

- Certificate(s) of insurance coverage (Certificate) satisfactory to County, and a copy of an Additional Insured endorsement confirming County and its Agents (defined below) 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.
- Renewal Certificates must be provided to County not less than 10 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.
- 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 fifty thousand (\$50,000.00) dollars, and list any County required endorsement forms.
- Neither the County's failure to obtain, nor the County's receipt of, or failure to object to a non-complying insurance certificate or endorsement, or any other insurance documentation or information provided by the Contractor, its insurance broker(s) and/or insurer(s), will be construed as a waiver of any of the Required Insurance provisions.
- Certificates and copies of any required endorsements must be sent to:

County of Los Angeles
Department of Mental Health

Attention: **Contract Administrator**

- 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.

8.24.3 Additional Insured Status and Scope of Coverage

The County, its Special Districts, Elected Officials, Officers, Agents, Employees and Volunteers (collectively County and its Agents) 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. County and its Agents 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 and its Agents 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.

8.24.4 Cancellation of or Change in Insurance

Contractor must provide County with, or Contractor's insurance policies must contain a provision that County will 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 (10) days in advance of cancellation for non-payment of premium and thirty (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.

8.24.5 Failure to Maintain Insurance

Contractor's failure to maintain or to provide acceptable evidence that it maintains the Required Insurance will 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.

8.24.6 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.

8.24.7 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.

8.24.8 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.

8.24.9 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 will be responsible for verifying each subcontractor complies with the Required Insurance provisions herein, and must require that each subcontractor name the County 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.

8.24.10 Deductibles and Self-Insured Retentions (SIRs)

Contractor's policies will 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.

8.24.11 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 will maintain such coverage for a period of not less than three (3) years following Contract expiration, termination or cancellation.

8.24.12 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.

8.24.13 Separation of Insureds

All liability policies must provide cross-liability coverage as would be afforded by the standard ISO (Insurance Services Office, Inc.) separation of insureds provision with no insured versus insured exclusions or limitations.

8.24.14 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 and its Agents must be designated as an Additional Covered Party under any approved program.

8.24.15 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.

8.25 Insurance Coverage

8.25.1 Commercial General Liability insurance (providing scope of coverage equivalent to ISO policy form CG 00 01), naming County and its Agents 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

8.25.2 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 non-owned autos, as each may be applicable.

8.25.3 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 will provide leased employees, or, is an employee leasing or 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.

8.25.4 Unique Insurance Coverage

- **Sexual Misconduct Liability**

Insurance covering actual or alleged claims for sexual misconduct and/or molestation with limits of not less than \$2 million per claim and \$2 million aggregate, and claims for negligent employment, investigation, supervision, training or retention of, or failure to report to proper authorities, a person(s) who committed any act of abuse, molestation, harassment, mistreatment or maltreatment of a sexual nature.

- **Professional Liability/Errors and Omissions**

Insurance covering Contractor's liability arising from or related to this Contract, with limits of not less than \$1 million per claim and \$2 million aggregate. Further, Contractor understands and agrees it will maintain such coverage for a period of not less than three (3) years following this Contract's expiration, termination or cancellation.

- **Property Coverage**

Contractors given exclusive use of County owned or leased property must carry property coverage at least as broad as that provided by the ISO special causes of loss (ISO policy form CP 10 30) form. The County and its Agents must be named as an Additional Insured and Loss Payee on Contractor's insurance as

its interests may appear. Automobiles and mobile equipment must be insured for their actual cash value. Real property and all other personal property must be insured for their full replacement value.

- **Cyber Liability Insurance**

The Contractor must secure and maintain cyber liability insurance coverage with limits of \$2 million per occurrence and in the aggregate during the term of the Contract, including coverage for: network security liability; privacy liability; privacy regulatory proceeding, defense, response, expenses and fines; technology professional liability (errors and omissions); privacy breach expense reimbursement (liability arising from the loss or disclosure of County Information no matter how it occurs); system breach; denial or loss of service; introduction, implantation, or spread of malicious software code; unauthorized access to or use of computer systems; and Data/Information loss and business interruption; any other liability or risk that arises out of the Contract. The Contractor must add the County as an additional insured to its cyber liability insurance policy and provide to the County certificates of insurance evidencing the foregoing upon the County's request. The procuring of the insurance described herein, or delivery of the certificates of insurance described herein, will not be construed as a limitation upon the Contractor's liability or as full performance of its indemnification obligations hereunder. No exclusion/restriction for unencrypted portable devices/media may be on the policy.

- **Pollution (Environmental) Liability**

Contractor must also provide pollution liability coverage with a limit of not less than \$1 million per occurrence covering the release, discharge, escape, dispersal, or emission of pollutants, whether gradual or sudden, and include the costs and expenses associated with clean-up, testing, monitoring and treatment of pollutants in compliance with governmental mandate or requests.

8.26 Intentionally Omitted

8.27 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.

8.28 Nondiscrimination and Affirmative Action

- 8.28.1** The Contractor certifies and agrees that all persons employed by it, its affiliates, subsidiaries, or holding companies are and will 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 anti discrimination laws and regulations.
- 8.28.2** Contractor certifies to the County each of the following:
- That Contractor has a written policy statement prohibiting discrimination in all phases of employment.
 - That Contractor periodically conducts a self-analysis or utilization analysis of its work force.
 - That Contractor has a system for determining if its employment practices are discriminatory against protected groups.
 - Where problem areas are identified in employment practices, the Contractor has a system for taking reasonable corrective action, to include establishment of goals or timetables.
- 8.28.3** The 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 anti-discrimination laws and regulations. Such action must include, but is not limited to: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
- 8.28.4** The 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.
- 8.28.5** The Contractor certifies and agrees that it, its affiliates, subsidiaries, or holding companies will 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.
- 8.28.6** The Contractor will allow County representatives access to the Contractor's employment records during regular business hours to verify

compliance with the provisions of this Paragraph 8.28 when so requested by the County.

8.28.7 If the County finds that any provisions of this Paragraph 8.28 have been violated, such violation will constitute a material breach of this Contract upon which the County may terminate or suspend this Contract. While the County reserves the right to determine independently that the anti-discrimination provisions of this Contract have been violated, in addition, a determination by the California Fair Employment and Housing Commission or the Federal Equal Employment Opportunity Commission that the Contractor has violated Federal or State anti-discrimination laws or regulations will constitute a finding by the County that the Contractor has violated the anti-discrimination provisions of this Contract.

8.28.8 The parties agree that in the event the Contractor violates any of the anti discrimination provisions of this Contract, the County will, at its sole option, be entitled to the sum of Five Hundred Dollars (\$500) for each such violation pursuant to California Civil Code Section 1671 as liquidated damages in lieu of terminating or suspending this Contract.

8.29 Non Exclusivity

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

8.30 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 (1) business day, give notice thereof, including all relevant information with respect thereto, to the other party.

8.31 Notice of Disputes

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

8.32 Notice to Employees Regarding the Federal Earned Income Credit

The Contractor must notify its employees, and will 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 No. 1015](#).

8.33 Notice to Employees Regarding the Safely Surrendered Baby Law

The Contractor must notify and provide to its employees, and will require each subcontractor to notify and provide to its employees, information regarding the Safely Surrendered Baby Law, its implementation in Los Angeles County, and where and how to safely surrender a baby. The information is set forth in Exhibit G, Safely Surrendered Baby Law of this Contract. Additional information is available at <https://lacounty.gov/residents/family-services/child-safety/safe-surrender/>.

8.34 Notices

All notices or demands required or permitted to be given or made under this Contract must be in writing and will be hand delivered with signed receipt or mailed by first class registered or certified mail, postage prepaid or sent via electronic mail addressed to the parties as identified in Exhibits D (County's Administration) and E (Contractor's Administration). Addresses may be changed by either party giving ten (10) days' prior written notice thereof to the other party. The Director or designee will have the authority to issue all notices or demands required or permitted by the County under this Contract.

8.35 Prohibition Against Inducement or Persuasion

Notwithstanding the above, the Contractor and the County agree that, during the term of this Contract and for a period of one year thereafter, neither party will in any way intentionally induce or persuade any employee of one party to become an employee or agent of the other party. No bar exists against any hiring action initiated through a public announcement.

8.36 Public Records Act

8.36.1 Any documents submitted by the Contractor; all information obtained in connection with the County's right to audit and inspect the Contractor's documents, books, and accounting records pursuant to Paragraph 8.38 (Record Retention and Inspection/Audit Settlement) of this Contract; as well as those documents which were required to be submitted in response to the Invitation for Bids (IFB) used in the solicitation process for this Contract, become the exclusive property of the County. All such documents become a matter of public record and will be regarded as public records. Exceptions will be those elements in the [California Government Code Section 7921 et seq. \(Public Records Act\)](#) and which are marked "trade secret", "confidential", or "proprietary". The 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.

8.36.2 In the event the 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 bid marked “trade secret”, “confidential”, or “proprietary”, the Contractor agrees to defend and indemnify the County from all costs and expenses, including reasonable attorney’s fees, in action or liability arising under the Public Records Act.

8.37 Publicity

8.37.1 The 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 the Contractor’s need to identify its services and related clients to sustain itself, the County will not inhibit the Contractor from publishing its role under this Contract within the following conditions:

- The Contractor must develop all publicity material in a professional manner; and
- During the term of this Contract, the Contractor will not, and will not authorize another to, publish or disseminate any commercial advertisements, press releases, feature articles, or other materials using the name of the County without the prior written consent of the County’s Project Director.

8.37.2 The Contractor may, without the prior written consent of County, indicate in its bids and sales materials that it has been awarded this Contract with the County, provided that the requirements of this Paragraph 8.37 (Publicity) will apply.

8.38 Record Retention and Inspection-Audit Settlement

8.38.1 The Contractor must maintain accurate and complete financial records of its activities and operations relating to this Contract in accordance with generally accepted accounting principles. The Contractor must also maintain accurate and complete employment and other records relating to its performance of this Contract. The Contractor agrees that the County, or its authorized representatives, will 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, will be kept and maintained by the Contractor and will be made available to the County during the term of this Contract and for a period of five (5) years thereafter unless the County’s written permission is given to dispose of any such material prior to such time. All such material must be maintained by the Contractor at a location in Los Angeles County, provided that if any such material is located outside of Los Angeles County, then, at the County’s option, the Contractor will

pay the County for travel, per diem, and other costs incurred by the County to examine, audit, excerpt, copy, or transcribe such material at such other location.

8.38.2 In the event that an audit of the Contractor is conducted specifically regarding this Contract by any Federal or State auditor, or by any auditor or accountant employed by the Contractor or otherwise, then the Contractor must file a copy of such audit report with the County's Auditor Controller within thirty (30) days of the Contractor's receipt thereof, unless otherwise provided by applicable Federal or State law or under this Contract. Subject to applicable law, the County will make a reasonable effort to maintain the confidentiality of such audit report(s).

8.38.3 Failure on the part of the Contractor to comply with any of the provisions of this Paragraph 8.38 will constitute a material breach of this Contract upon which the County may terminate or suspend this Contract.

8.38.4 If, at any time during the term of this Contract or within five (5) years after the expiration or termination of this Contract, representatives of the County conduct an audit of the Contractor regarding the work performed under this Contract, and if such audit finds that the County's dollar liability for any such work is less than payments made by the County to the Contractor, then the difference must be either: a) repaid by the Contractor to the County by cash payment upon demand or b) at the sole option of the County's Auditor-Controller, deducted from any amounts due to the Contractor from the County, whether under this Contract or otherwise. If such audit finds that the County's dollar liability for such work is more than the payments made by the County to the Contractor, then the difference will be paid to the Contractor by the County by cash payment, provided that in no event will the County's maximum obligation for this Contract exceed the funds appropriated by the County for the purpose of this Contract.

8.39 Recycled Bond Paper

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

8.40 Subcontracting

8.40.1 The requirements of this Contract may not be subcontracted by the Contractor **without the advance approval of the County**. Any attempt by the Contractor to subcontract without the prior consent of the County may be deemed a material breach of this Contract.

8.40.2 If the Contractor desires to subcontract, the Contractor must provide the following information promptly at the County's request:

- A description of the work to be performed by the Subcontractor;

- A draft copy of the proposed subcontract; and
- Other pertinent information and/or certifications requested by the County.

8.40.3 The Contractor must indemnify and hold the 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 the Contractor employees.

8.40.4 The Contractor will remain fully responsible for all performances required of it under this Contract, including those that the Contractor has determined to subcontract, notwithstanding the County's approval of the Contractor's proposed subcontract.

8.40.5 The County's consent to subcontract will not waive the County's right to prior and continuing approval of any and all personnel, including Subcontractor employees, providing services under this Contract. The Contractor is responsible to notify its Subcontractors of this County right.

8.40.6 The County's Project Director is authorized to act for and on behalf of the County with respect to approval of any subcontract and Subcontractor employees. After approval of the subcontract by the County, Contractor must forward a fully executed subcontract to the County for their files.

8.40.7 The 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 the County's consent to subcontract.

8.40.8 The Contractor must obtain certificates of insurance, which establish that the Subcontractor maintains all the programs of insurance required by the County from each approved Subcontractor. Before any Subcontractor employee may perform any work hereunder, Contractor must ensure delivery of all such documents to the County's Project Director.

8.41 Termination for Breach of Warranty to Maintain Compliance with County's Child Support Compliance Program

Failure of the Contractor to maintain compliance with the requirements set forth in Paragraph 8.14 (Contractor's Warranty of Adherence to County's Child Support Compliance Program), will constitute default under this Contract. Without limiting the rights and remedies available to the County under any other provision of this Contract, failure of the Contractor to cure such default within ninety (90) calendar days of written notice will be grounds upon which the County may terminate this Contract pursuant to Paragraph 8.43 (Termination for Default and pursue debarment of the Contractor), pursuant to [County Code Chapter 2.202](#).

8.42 Termination for Convenience

8.42.1 This Contract may be terminated, in whole or in part, from time to time, when such action is deemed by the County, in its sole discretion, to be in its best interest. Termination of work hereunder will be effected by notice of termination to the Contractor specifying the extent to which performance of work is terminated and the date upon which such termination becomes effective. The date upon which such termination becomes effective will be no less than ten (10) days after the notice is sent.

8.42.2 After receipt of a notice of termination and except as otherwise directed by the County, the Contractor must:

- Stop work under this Contract on the date and to the extent specified in such notice, and
- Complete performance of such part of the work as would not have been terminated by such notice.

8.42.3 All material including books, records, documents, or other evidence bearing on the costs and expenses of the Contractor under this Contract must be maintained by the Contractor in accordance with Paragraph 8.38 (Record Retention and Inspection/Audit Settlement).

8.43 Termination for Default

8.43.1 The County may, by written notice to the Contractor, terminate the whole or any part of this Contract, if, in the judgment of County's Project Director:

- Contractor has materially breached this Contract; or
- Contractor fails to timely provide and/or satisfactorily perform any task, deliverable, service, or other work required either under this Contract; or
- 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 (5) working days (or such longer period as the County may authorize in writing) after receipt of written notice from the County specifying such failure.

8.43.2 In the event that the County terminates this Contract in whole or in part as provided in Paragraph 8.43.1, the County may procure, upon such terms and in such manner as the County may deem appropriate, goods and services similar to those so terminated. The Contractor will be liable to the County for any and all excess costs incurred by the County, as determined by the County, for such similar goods and services. The

Contractor will continue the performance of this Contract to the extent not terminated under the provisions of this Paragraph.

8.43.3 Except with respect to defaults of any Subcontractor, the Contractor will not be liable for any such excess costs of the type identified in Paragraph 8.43.2 if its failure to perform this Contract arises out of causes beyond the control and without the fault or negligence of the Contractor. Such causes may include, but are not limited to: acts of God or of the public enemy, acts of the County in either its sovereign or contractual capacity, acts of Federal or State governments in their sovereign capacities, 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 the 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 the Contractor and Subcontractor, and without the fault or negligence of either of them, the 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 the Contractor to meet the required performance schedule. As used in this Paragraph 8.43.3, the terms "Subcontractor" and "Subcontractors" mean Subcontractor(s) at any tier.

8.43.4 If, after the County has given notice of termination under the provisions of this Paragraph 8.43, it is determined by the County that the Contractor was not in default under the provisions of this Paragraph 8.43, or that the default was excusable under the provisions of Paragraph 8.43.3, the rights and obligations of the parties will be the same as if the notice of termination had been issued pursuant to Paragraph 8.42 (Termination for Convenience).

8.43.5 The rights and remedies of the County provided in this Paragraph 8.43 will not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

8.44 Termination for Improper Consideration

8.44.1 The County may, by written notice to the Contractor, immediately terminate the right of the Contractor to proceed under this Contract if it is found that consideration, in any form, was offered or given by the Contractor, either directly or through an intermediary, to any County officer, employee, or agent with the intent of securing the Contract or securing favorable treatment with respect to the award, amendment, or extension of the Contract or the making of any determinations with respect to the Contractor's performance pursuant to the Contract. In the event of such termination, the County will be entitled to pursue the same

remedies against the Contractor as it could pursue in the event of default by the Contractor.

8.44.2 The Contractor must immediately report any attempt by a County officer, employee, or agent to solicit such improper consideration. The report must be made to the Los Angeles County Fraud Hotline at (800) 544-6861 or <https://fraud.lacounty.gov/>.

8.44.3 Among other items, such improper consideration may take the form of cash, discounts, service, the provision of travel or entertainment, or tangible gifts.

8.45 Termination for Insolvency

8.45.1 The County may terminate this Contract forthwith in the event of the occurrence of any of the following:

- Insolvency of the Contractor. The Contractor will be deemed to be insolvent if it has ceased to pay its debts for at least sixty (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 the Contractor is insolvent within the meaning of the Federal Bankruptcy Code;
- The filing of a voluntary or involuntary petition regarding the Contractor under the Federal Bankruptcy Code;
- The appointment of a Receiver or Trustee for the Contractor; or
- The execution by the Contractor of a general assignment for the benefit of creditors.

8.45.2 The rights and remedies of the County provided in this Paragraph 8.45 will not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

8.46 Termination for Non-Adherence of County Lobbyist Ordinance

The Contractor, and each County Lobbyist or County Lobbying firm as defined in [County Code Section 2.160.010](#) retained by the Contractor, must fully comply with the County's Lobbyist Ordinance, [County Code Chapter 2.160](#). Failure on the part of the Contractor or any County Lobbyist or County Lobbying firm retained by the Contractor to fully comply with the County's Lobbyist Ordinance will constitute a material breach of this Contract, upon which the County may in its sole discretion, immediately terminate or suspend this Contract.

8.47 Termination for Non-Appropriation of Funds

Notwithstanding any other provision of this Contract, the County will not be obligated for the Contractor's performance hereunder or by any provision of this Contract during any of the County's future fiscal years unless and until the County's Board appropriates funds for this Contract in the County's Budget for each such

future fiscal year. In the event that funds are not appropriated for this Contract, then this Contract will terminate as of June 30 of the last fiscal year for which funds were appropriated. The County will notify the Contractor in writing of any such non-allocation of funds at the earliest possible date.

8.48 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 will not be affected thereby.

8.49 Waiver

No waiver by the County of any breach of any provision of this Contract will constitute a waiver of any other breach or of such provision. Failure of the County to enforce at any time, or from time to time, any provision of this Contract will not be construed as a waiver thereof. The rights and remedies set forth in this Paragraph 8.49 will not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

8.50 Warranty Against Contingent Fees

8.50.1 The Contractor warrants that no person or selling agency has been employed or retained to solicit or secure this Contract upon any Contract or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by the Contractor for the purpose of securing business.

8.50.2 For breach of this warranty, the County will have the right to terminate this Contract and, at its sole discretion, deduct from the Contract price or consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

8.51 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 County through contract are current in paying their property tax obligations (secured and unsecured roll) in order to mitigate the economic burden otherwise imposed upon 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](#).

8.52 Termination for Breach of Warranty to Maintain Compliance with County's Defaulted Property Tax Reduction Program

Failure of Contractor to maintain compliance with the requirements set forth in Paragraph 8.51 (Warranty of Compliance with County's Defaulted Property Tax Reduction Program) 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 10 days of notice will be grounds upon which County may terminate this contract and/or pursue debarment of Contractor, pursuant to [Los Angeles County Code Chapter 2.206](#).

8.53 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 10 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.

8.54 Compliance with County's Zero Tolerance Policy on Human Trafficking

Contractor acknowledges that the County has established a Zero Tolerance Policy on Human Trafficking 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.

8.55 Integrated Pest Management (IPM) Program Compliance

8.55.1 Contractor acknowledges that County has established an Integrated Pest Management Program (the Program) which aims to reduce or eliminate pollutants moved into surface water through storm water management systems and facilities. The County's IPM Program requirements as set forth in this Paragraph 8.55 (Integrated Pest Management Program Compliance) can be found at: www.lacountyipm.org.

8.55.2 Contractor must ensure and certify that its employees who apply pesticides on County owned or maintained property are appropriately trained. The training, which must be conducted on an annual basis, but no later than June 30th of each calendar year, must meet the County's minimum requirements under the Program.

8.55.3 Employee training may be self-certified by Contractors, provided the County has the ability to audit the training, and must include, at a minimum, the following:

- The potential for pesticide-related surface water toxicity;
- Proper use, handling, and disposal of pesticides;
- Least toxic methods of pest prevention and control, including IPM; and
- Reduction of pesticide use.

8.55.4 All users of commercial pesticides are required by State law to provide a monthly pesticide report to the [Los Angeles County Department of Agricultural Commissioner/Weights and Measures \(ACWM\)](#). In addition to the mandatory monthly reporting requirement, Contractor must provide to the Department, with a copy to the ACWM, an annual summary of the pesticides used outdoors on County-owned or maintained property by Fiscal Year (July 1 to June 30). For each pesticide, the summary must include all of the following:

- Product trade name
- Active ingredient(s)
- EPA Registration Number
- Total amount used

The units reported must be appropriate to the product (gallons, ounces, pounds, etc.).

8.56 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.

8.57 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.

8.58 Prohibition from Participation in Future Solicitation(s)

A Bidder, or a Contractor or its subsidiary or Subcontractor ("Bidder/Contractor"), is prohibited from submitting a bid or proposal in a County solicitation if the Bidder/Contractor has provided advice or consultation for the solicitation. A Bidder/Contractor is also prohibited from submitting a bid or proposal in a County solicitation if the Bidder/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/Bidder from participation in the County solicitation or the termination or cancellation of any resultant County contract.

8.59 Injury and Illness Prevention Program

Contractor will be required to comply with the State of California's Cal OSHA's regulations. California Code of Regulations Title 8 Section 3203 requires all California employers to have a written, effective Injury and Illness Prevention Program (IIPP) that addresses hazards pertaining to the particular workplace covered by the program.

8.60 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.

9.0 UNIQUE TERMS AND CONDITIONS

9.1 Inadvertent Access under the Health Insurance Portability and Accountability Act of 1996 (HIPAA)

9.1.1 Contractor expressly acknowledges and agrees that the provision of services under this Contract does not require or permit access by Contractor or any of its officers, employees, or agents, to any patient medical records/patient information. Accordingly, Contractor will instruct its officers, employees, and agents, that they are not to pursue, or gain access to, patient medical records/patient information for any reason whatsoever.

9.1.2 Notwithstanding the forgoing, the parties acknowledge that in the course of the provision of services hereunder, Contractor or its officers, employees, and agents, may have inadvertent access to patient medical records/patient information. Contractor understands and agrees that

neither it nor its officers, employees, or agents, are to take advantage of such access for any purpose whatsoever.

- 9.1.3** Additionally, in the event of such inadvertent access, Contractor and its officers, employees, and agents, must maintain the confidentiality of any information obtained and must notify the Director that such access has been gained immediately, or upon the first reasonable opportunity to do so. In the event of any access, whether inadvertent or intentional, Contractor must indemnify, defend, and hold harmless County, its officers, employees, and agents, from and against any and all liability, including but not limited to, actions, claims, costs, demands, expenses, and fees (including attorney and expert witness fees) arising from or connected with Contractor's or its officers', employees', or agents', access to patient medical records/patient information. Contractor agrees to provide appropriate training to its employees regarding their obligations as described hereinabove.

9.2 Intentionally Omitted

9.3 Intentionally Omitted

9.4 Intentionally Omitted

9.5 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 Exhibit J (Charitable Contributions Certification), the County seeks to ensure that all County contractors which receive or raise charitable contributions comply with California law in order to protect the 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 or debarment proceedings or both. ([County Code Chapter 2.202](#))

9.6 Local Small Business Enterprise (LSBE) Preference Program

- 9.6.1** This Contract is subject to the provisions of the County's ordinance entitled LSBE Preference Program, as codified [in Chapter 2.204 of the Los Angeles County Code](#).
- 9.6.2** The Contractor will 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 LSBE.
- 9.6.3** The Contractor will 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 LSBE.

9.6.4 If the Contractor has obtained certification as a LSBE 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, will:

- 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;
- In addition to the amount described in subdivision (1), be assessed a penalty in an amount of not more than ten (10) percent of the amount of the contract; and
- Be subject to the provisions of [Chapter 2.202 of the Los Angeles County Code](#) (Determinations of Contractor Non-responsibility and Contractor Debarment).

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.

9.7 Social Enterprise (SE) Preference Program

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

9.7.2 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.

9.7.3 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.

9.7.4 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 will:

- 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;
- In addition to the amount described in subdivision (1) above, the Contractor will be assessed a penalty in an amount of not more than ten percent (10%) of the amount of the contract; and
- Be subject to the provisions of [Chapter 2.202 of the Los Angeles County Code](#) (Determinations of Contractor Non-responsibility 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.

9.8 Disabled Veteran Business Enterprise (DVBE) Preference Program

9.8.1 This Contract is subject to the provisions of the County's ordinance entitled DVBE Preference Program, as codified in [Chapter 2.211 of the Los Angeles County Code](#).

9.8.2 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.

9.8.3 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.

9.8.4 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, Contractor will:

- 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;

- In addition to the amount described in subdivision (1) above, the Contractor will be assessed a penalty in an amount of not more than 10 percent of the amount of the contract; and
- Be subject to the provisions of [Chapter 2.202 of the Los Angeles County Code](#) (Determinations of Contractor Non-responsibility and Contractor Debarment).

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.

9.9 Organic Waste Recycling

- 9.9.1** As of January 1, 2022, all organic waste including green waste must be diverted from landfills and recycled per [Board Policy 3.190](#) and Senate Bill (SB) 1383.
- 9.9.2** The Contractor must not dispose of green waste material(s) in a landfill. The Contractor must identify methods for proper management, through composting, recycling, or reuse, of green waste materials, such as vegetative cuttings, shrubs, brushes, grasses, tree trimmings, and pruning.
- 9.9.3** All such materials collected must be managed on-site or taken to an approved organic waste processing facility. If using an off-site organic waste processing facility, then the Contractor must provide the County with contact and location information for the facility. If the organic waste is managed on-site at the generating facility, the Contractor must train facility staff in managing the green waste to compost the acceptable materials.
- 9.9.4** The Contractor must identify methods of preventing contamination, segregating paper and plastic found in landscaping waste, and removing debris such that those items do not end up contaminating green waste. The Contractor must provide a report to the County's Project Manager as to methods they have used to prevent contamination of green waste. As needed, Contractor must train Contractor's staff on measures needed to comply with County's directive to prevent contamination of green waste.

9.10 Procurement of SB 1383-Compliant Compost and Mulch

Any compost or mulch purchased by the Contractor must be SB 1383-compliant. Contractor is responsible for verifying that any compost or mulch comes from an SB 1383-compliant source prior to purchasing. Contractor must provide

documentation showing the quantity of mulch or compost purchased, the date of purchase, and the name and address of the facility where the compost or mulch was produced.

9.11 Intentionally Omitted

9.12 Intentionally Omitted

9.13 Intentionally Omitted

9.14 Contractor Protection of Electronic County Information

9.14.1 The Board has recognized that the County must ensure that appropriate safeguards are in place to protect public data and avoid the penalties and fines that may be imposed when unprotected confidential/sensitive information is disclosed inappropriately. County Policy 5.200 “Contractor Protection of Electronic County Information” provides specific details and can be accessed at the following link: https://library.municode.com/ca/la_county_-_bos/codes/board_policy?nodeId=CH5COPU_5.200COPRCOELSTIN. Contractor agrees that it will comply with County Policy 5.200, as it now exists or as it might be modified in the future, as it relates to information acquired in the course of providing services during the term of this Contract.

9.14.2 Contractor must sign Exhibit K (Attestation Regarding Information Security Requirements) to attest compliance with Los Angeles County Board of Supervisors Policy No. 5.200 “Contractor Protection of Electronic County Information” and acknowledge that it is the responsibility of the Contractor to access the following link: <https://dmh.lacounty.gov/for-providers/administrative-tools/administrative-forms/contract-attachments/> for Information Security documents annually and upon notification by DMH of updated Information Security documents. It is the contractor’s responsibility to update and resubmit the documents at any time if changes occur outside of the parameters identified above. Contractor must also ensure that prior to access, its workforce members, including subcontractors, that create, receive, maintain, or transmit Personal Identifiable Information (PII) and Protected Health Information (PHI), acknowledge and sign the applicable Attachments to Exhibit K. Security and privacy requirements will apply to all County PII, PHI, and Medical Information electronically stored or transmitted by contractors and subcontractors, irrespective of storage and/or transmission methodology.

10.0 SURVIVAL

In addition to any terms and conditions of this Contract that expressly survive expiration or termination of this Contract by their terms, the following provisions will survive the expiration or termination of this Contract for any reason:

Paragraph 1.0	Applicable Documents
Paragraph 2.0	Definitions
Paragraph 3.0	Work
Paragraph 5.4	No Payment for Services Provided Following Expiration/Termination of Contract
Paragraph 7.6	Confidentiality
Paragraph 8.1	Amendments
Paragraph 8.2	Assignment and Delegation/Mergers or Acquisitions
Paragraph 8.6	Compliance with Applicable Laws
Paragraph 8.19	Fair Labor Standards
Paragraph 8.20	Force Majeure
Paragraph 8.21	Governing Law, Jurisdiction, and Venue
Paragraph 8.23	Indemnification
Paragraph 8.24	General Provisions for all Insurance Coverage
Paragraph 8.25	Insurance Coverage
Paragraph 8.26	Intentionally Omitted
Paragraph 8.34	Notices
Paragraph 8.38	Record Retention and Inspection-Audit Settlement
Paragraph 8.42	Termination for Convenience
Paragraph 8.43	Termination for Default
Paragraph 8.48	Validity
Paragraph 8.49	Waiver
Paragraph 8.58	Prohibition from Participation in Future Solicitation(s)
Paragraph 8.60	Campaign Contribution Prohibition Following Final Decision in Contract Proceeding
Paragraph 9.1	Inadvertent Access under the Health Insurance Portability and Accountability Act of 1996 (HIPAA)
Paragraph 9.13	Intentionally Omitted
Paragraph 10.0	Survival

IN WITNESS WHEREOF, Contractor has executed this Contract, or caused it to be duly executed and the County of Los Angeles, by order of its Board of Supervisors has caused this Contract to be executed on its behalf by the Chair of said Board and attested by the Executive Officer-Clerk of the Board of Supervisors thereof, the day and year first above written.

CONTRACTOR

CBRE MANAGED SERVICES INC.,

By

Name

Title

COUNTY OF LOS ANGELES

By

Lisa H. Wong, Psy.D
Director of Mental Health

APPROVED AS TO FORM:

RACHEL KLEINBERG
Sr. Deputy County Counsel

EXHIBIT A

STATEMENT OF WORK AND ATTACHMENTS CBRE MANAGED SERVICE INC., AT EL CENTRO ESTELLA FAMILY RESOURCE CENTER

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SOW ATTACHMENTS

- 1 Contract Discrepancy Report (CDR)
- 2 Performance Requirements Summary (PRS)
- 3 Asset Register Sample

STATEMENT OF WORK (SOW)

1.0 SCOPE OF WORK

The Contractor must provide and coordinate full-service facility management services at the Los Angeles County (LAC or County) Centro Estrella Family Resource Center (CEFRC or Center) located at 4701 E. Cesar E. Chavez Ave. Los Angeles, CA 90022. Full-service facilities management services are the coordination of staff, processes, and systems that support the oversight of all aspects of building functions including equipment maintenance, cleaning, and groundskeeping. All services will provide for the safety and functionality of all facilities at the CEFRC - see Section 10.0 - Specific Work Requirements.

The CEFRC is a facility under the LAC Department of Mental Health's (DMH or Department) ownership. The Center integrates outpatient and supportive services for some of LAC's most vulnerable and underserved populations, including those living with mental illness, substance use disorders, and homelessness. Additionally, the Center leases space to the Associated League of Mexican Americans (ALMA), a non-profit agency, for use of offices, a childcare center, and an aquatic pool.

2.0 ADDITION AND/OR DELETION OF FACILITIES, SPECIFIC TASKS AND/OR WORK HOURS

2.1 All changes must be made in accordance with Paragraph 8.1, Amendments, of the Contract.

3.0 QUALITY CONTROL

The Contractor must establish and utilize a comprehensive Quality Control Plan (QCP) to ensure the County receives a consistently high level of service throughout the term of the Contract. The QCP must be submitted to the County's Project Monitor for review. The QCP must include, but may not be limited to the following:

3.1 Method of monitoring to ensure that Contract requirements are being met;

3.2 A record of all inspections related to services provided through this Contract conducted by the Contractor, any corrective action taken, the time a problem was first identified, a clear description of the problem, and the time elapsed between identification and completed corrective action, must be provided to the County upon request.

4.0 QUALITY ASSURANCE PLAN

The County will evaluate the Contractor's performance under this Contract using the quality assurance procedures as defined in the Contract, Paragraph 8.15, County's Quality Assurance Plan.

4.1 Meetings

Contractor is required to attend meetings that may be called by County on an as-needed basis.

4.2 Contract Discrepancy Report

Verbal notification of a Contract discrepancy will be made to the County's Project Monitor as soon as possible whenever a Contract discrepancy is identified. The problem must be resolved within a time period mutually agreed upon by the County and the Contractor.

The County's Project Monitor will determine whether a formal Contract Discrepancy Report (CDR) will be issued. Upon receipt of this document, the Contractor is required to respond in writing to the County's Project Monitor within ten (10) business days, acknowledging the reported discrepancies or presenting contrary evidence. A plan for correction of all deficiencies identified in the CDR must be submitted to the County's Project Monitor within ten (10) business days of receiving the CDR.

4.3 County Observations

In addition to departmental contracting staff, other County personnel may observe performance, activities, and review documents relevant to this Contract at any time during normal business hours. However, these personnel may not unreasonably interfere with the Contractor's performance.

5.0 DEFINITIONS

In addition to the definitions contained in Paragraph 2.0 of the sample agreement, the following definitions apply:

5.1 Associated League of Mexican Americans (ALMA) The Associated League of Mexican Americans, Inc. (ALMA Family Services) was established in 1975 by East Los Angeles parents to provide, along with other purposes, a comprehensive range of direct bilingual services for the community including for those individuals with a physical and/or developmental disability and their families.

6.0 RESPONSIBILITIES

The County's and the Contractor's responsibilities are as follows:

LACDMH

6.1 Personnel

LACDMH will administer the Contract according to the Contract, Paragraph 6.0, Administration of Contract - County. Specific duties will include:

- 6.1.1 Monitoring the Contractor's performance in the daily operation of this Contract.
- 6.1.2 Providing direction to the Contractor in areas relating to policy, information and procedural requirements.
- 6.1.3 Preparing Amendments in accordance with the Contract, Paragraph 8.1, Amendments.

6.2 Intentionally Omitted

CONTRACTOR

6.3 Contractor's Project Manager

- 6.3.1 Contractor must provide a full-time Contractor's Project Manager (CPM) and designated alternate. County must have access to the Contractor's Project Manager or alternate during regular business hours. Contractor must provide a telephone number and e-Mail address where the Project Manager and alternate may be reached.
- 6.3.2 CPM/alternate must act as a central point of contact with the County.
- 6.3.3 CPM/alternate must have sufficient experience managing a facility of similar scope and size.
- 6.3.4 CPM/alternate must have full authority to act for Contractor on all matters relating to the daily operation of the Contract. CPM/alternate must be able to effectively communicate, in English, both orally and in writing.
- 6.3.5 CPM key functions include but are not limited to the following:
- 6.3.5.1 **Facility Needs:** CPM/alternate must understand the buildings design as well as the equipment, both medical and non-medical, that is used within, and be able to identify the appropriate resources needed to address maintenance issues. This includes the maintenance and repair of equipment such as elevators. In addition, the CPM/alternate must general maintenance programs and policies regarding the removal of hazardous waste
 - 6.3.5.2 **Code Compliance:** CPM/alternate must know and understand all applicable federal, State, and local municipal laws and ordinances, as well as all applicable industry codes and standards from healthcare organizations such as, but not limited to, the Americans with Disabilities Act (ADA), requirements from the Environmental Protection Agency (EPA), Occupational Safety and Health Administration (OSHA) and Centers for Disease Control and Prevention (CDC) policies.
 - 6.3.5.3 **Day-to-Day Operations:** CPM/alternate will manage the day-to-day activities of all Contractor personnel assigned to work at the CEFRC. CPM/alternate must coordinate with healthcare professionals and various departmental managers to execute work approved by County with minimal disruption to normal operation of the CEFRC. CPM/alternate will participate in emergency training and drills held by County for all building staff and ensure all Contractor personnel assigned to work at the CEFRC are properly trained.
 - 6.3.5.4 **Finances:** CPM/alternate must track and report to County, upon request, any and all expenditures including routine preventive and corrective maintenance, repairs, planned

replacement, major maintenance, and deferred deficiencies (i.e. backlog reduction). CPM/alternate will: meet budget and schedule commitments; develop and adhere to an operating budget for the facility; understand the facility's overall finances in order to create the budget; negotiate service agreements; and make the decision on new investments and spending priorities.

- 6.3.6 Contractor must provide a support team that must schedule preventive maintenance tasks to assure a uniform and detailed process that includes: all required building inspections, equipment and elevator lubrications, any required equipment and elevator tests, and adjustments.

6.4 Personnel

- 6.4.1 Contractor will assign a sufficient number of staff to perform the required work as specified in Paragraph 10.0 - SPECIFIC WORK REQUIREMENTS of this SOW. At least one (1) staff on site must be authorized to act for Contractor in every detail and must speak and understand English.

- 6.4.2 Contractor's staff will maintain necessary qualifications and licensure in order to accomplish required work, including, but not limited to, access clearances, professional registrations, and required licenses.

- 6.4.3 Contractor will hire, contract, or subcontract qualified and licensed service technicians to perform repairs and maintenance services stipulated in this SOW. Service Technicians used by the Contractor must be fully qualified in all aspects of maintenance to be performed, including repairs that may become necessary during the term of this Contract.

6.4.3.1 The Contractor must have and retain sufficient backup technicians who are qualified in all aspects of equipment repair and services requirements to assume the responsibilities for the maintenance of all building systems and equipment in case of emergency or other unforeseen conditions.

- 6.4.4 Contractor will be required to background check their staff as set forth in Paragraph 7.5, Background and Security Investigations, of the Contract.

6.5 Identification Badges

- 6.5.1 Contractor must ensure their staff are appropriately identified as set forth in Paragraph 7.4, Contractor's Staff Identification, of the Contract.

6.6 Materials and Equipment

- 6.6.1 The purchase of all materials/equipment to provide the needed services is the responsibility of the Contractor. Contractor must use materials and equipment that are deemed safe for the environment and safe for use by the employee according to Cal OSHA guidelines and material safety data sheets.

- 6.6.2 Contractor must provide its personnel the equipment, tools, materials, and other items such as necessary PPE (e.g. safety glasses, masks, work boots, ear plugs, reflective vests, gloves, etc.) as necessary to perform all services, tasks, and functions defined in section 10.0 – SPECIFIC WORK REQUIREMENTS of this SOW.

6.7 Training

- 6.7.1 Contractor must provide training programs for all new staff and continuing in-service training for all staff that perform services throughout this Contract.
- 6.7.2 All staff that perform services through this Contract must be trained in their assigned tasks and in the safe handling of equipment. All equipment must be checked daily for safety. All staff must wear safety and protective gear according to OSHA standards.
- 6.7.3 Contractor and County will coordinate mandatory trainings for all staff that work in County facilities. These may be offered by County and will include mandatory trainings per federal, State and/or County mandates.

6.8 Contractor's Administrative Office

Contractor must maintain an office with a telephone in the company's name where Contractor conducts business. The office must be staffed during the hours of 8 a.m. to 5 p.m., Monday through Friday, by at least one (1) employee who can respond to inquiries which may be received about the Contractor's performance of the Contract. When the office is closed, an answering service must be provided to receive calls. The Contractor must answer calls received by the answering service by the next business day.

7.0 HOURS/DAY OF WORK

- 7.1 Contractor must provide full-service facilities management services during the hours of 6:00 a.m. - 5:00 p.m., Monday through Friday. The Contractor is not required to provide services on [County-recognized holidays](#).

8.0 WORK SCHEDULES

- 8.1 Contractor must submit a work schedule for the CPM, CPM alternate, and any other lead staff assigned to the CEFRC to the County's Project Director upon County request. Upon County request, Contractor must also identify all required ongoing maintenance tasks and task frequencies.
- 8.2 Contractor must submit revised schedules when actual performance differs substantially from planned performance. Said revisions must be submitted to the County's Project Manager for review and approval immediately and prior to scheduled time for work.

9.0 INTENTIONALLY OMITTED

10.0 SPECIFIC WORK REQUIREMENTS

10.1 Contractor must collaborate with County and County-contracted agencies that provide services at the CEFRC to provide Services necessary to maintain the building and grounds at CEFRC. Contractor must perform all work in the following work requirements with existing tools, equipment, and materials. If additional materials are required Contractor must seek County's approval before any purchases are made. Additionally, all non-maintenance items not able to be completed during working hours by site personnel and subject to additional cost, inclusive of materials, must be approved by County. Services include the following:

- 10.1.1 Develop Standard Operating Procedures (SOPs) for building systems;
- 10.1.2 Develop Operations and Maintenance (O&M) protocols from O&M manuals gathered from General Contractor, to be provided by County;
- 10.1.3 Develop Asset Register for all equipment (see Exhibit A, Attachment 3 Sample Asset Register). All equipment included within Asset Register to be serviced in line with industry standards/manufacturer guidelines as well as state and local regulations.
- 10.1.4 Develop and maintain an archive system for all "as-built" documentation, warranties, and records of work completed;
 - 10.1.4.1 Whenever possible, archive files must be maintained digitally
 - 10.1.4.2 All documents must be provided to County upon request and upon termination of the agreement.
- 10.1.5 Manage groundskeeping/landscape services
 - 10.1.5.1 Plant Materials
 - A. Turf
 - i. Mowing
 - 1) Cold season turf must be maintained at two (2) inches.
 - 2) Warm season turf must be maintained at one and a half (1.5) inches (or higher, as directed, if the turf is not scalped and over-seeded annually).
 - ii. Edging
 - 1) All turf edges adjacent to walks, curbs, paved areas, fixtures at grade, and shrub or groundcover areas must be trimmed as needed to maintain a crisp and neat appearance.
 - 2) A bare drift buffer zone must be maintained around the circumference of all trees, as well

as the perimeter of all buildings and raised fixtures in the turf.

iii. Aerating

- 1) Turf must be aerated annually to reduce compaction, promote water penetration and limit runoff.

B. Groundcover

- i. Edging and Trimming - Groundcover adjacent to walks, curbs, paved areas, buildings, shrubs, trees and other miscellaneous objects must be trimmed as needed to maintain a neat, clean, well-defined edge and eliminate encroachment into turf or other plantings.
- ii. Trimming Method - Established plantings must be encouraged to grow and cover the ground in a solid and full manner.

C. Shrubs

- i. Pruning and Trimming - Shrubs must be pruned and trimmed as required for safety, removal of broken or diseased branches, general containment or appearance.
- ii. Pruning Method - Shrubs must be pruned and trimmed in such a manner as to retain and promote as much of the flowering and other natural characteristics of the shrub as possible.

D. Trees

- i. Pruning and Trimming
 - 2) Trees must be pruned up to a height of fifteen (15) feet as required for safety, removal of broken or diseased branches, for pedestrian or vehicular access, or ingress or egress.
 - 3) Pruning must be done in observance of proper horticultural practices by those experienced and skilled in pruning technique.
 - 4) Pruning under this specification is limited to that which may be done from the ground.
 - 5) Structural tree work must be done only upon approval or as directed by County.
- ii. Staking and Supporting

6) Tree stakes, ties, and guy wires must be checked and corrected as needed.

7) Ties will be adjusted to prevent girdling.

8) Unnecessary stakes, ties and/or guy wire assemblies will be removed.

10.1.5.2 Irrigation

A. In General

- i. In the irrigation of all plant materials, Contractor must operate all irrigation systems in such a manner so as to obtain uniform moisture throughout the root zone.
- ii. Contractor will adjust its watering schedule equal to the percolation rate each zone is capable of receiving based on topography, soil type, plant materials, season and/or climatic factors and must utilize repeat cycles to maximize penetration and minimize runoff.
- iii. Hours of scheduled operation will be programmed to minimize disease occurrence in plant materials and to reduce possible nuisance from sprinkler operation to pedestrians or vehicles (typically, early morning hours before sunrise).

B. Operations of System

- i. Contractor must observe all systems during operation cycle at least once per month to verify effectiveness of sprinkler operation and preventive maintenance must be performed on system as needed.
- ii. Contractor will adjust and clean, as necessary, all sprinkler heads, valves, and pressure reducers to continue operation at maximum efficiency and performance.
- iii. Sprinkler heads in turf areas must be kept clear of overgrowth which may hinder maximum efficiency and performance.

10.1.5.3 Weed & Disease Control

A. In General

- i. Contractor must maintain weed & disease-free turf, groundcover, and shrubs. Contractor must also remove weeds from hardscape areas, including walkways, asphalt, brow ditches and curb lines.

- ii. Contractor must maintain disease and pest free trees where such diseases and/or pests are foreseeable, preventable, and reasonably treatable through the application of chemical controls such as insecticides and provided that insecticides can be applied systemically or through ground level topical spraying. Any overhead treatment and/or treatment for unforeseen diseases or pest invasion will be handled as Unscheduled Work per Section 9.0..
- iii. Contractor's responsibility for pest control must be limited to invertebrates. Control of rodents and other vertebrates will be handled as Unscheduled Work per Section 9.0.

B. Pesticides

- i. Adherence to Regulations – All materials used by Contractor must be in strict accordance with the California Department of Pesticide Regulation. Application and disposal of pesticides must be within the guidelines established in the California Food and Agriculture Code and the California Code of Regulations.
- ii. Timing of Application – Pesticides will be applied at times which limit the possibility of contamination from climatic and other factors. Applicator must monitor forecasted weather conditions to avoid making applications prior to inclement weather in order to eliminate potential runoff of treated areas.
- iii. Method and Manner of Application – Care must be taken in transferring and mixing pesticides to prevent contaminating areas outside the target area. Application methods used must ensure that materials are confined to the target area.

10.1.5.4 Fertilization

- A. Goal of Fertilization – Plant materials must be fertilized as required to maintain healthy color and appearance and promote perpetual growth.
- B. Number of Applications – While fertilizer requirements are dictated by the prevalent soil conditions at the site, the following is fairly typical with regard to the number of applications in a single year for specific plant materials: (a) turf – five (5) times; (b) groundcover – four (4) times; (c) shrubs – three (3) times; and (d) trees – once per year. Contractor, however, may utilize slow-release fertilizers which reduce the typical number of applications needed.

- C. Manner of Application – In making applications of fertilizer, precautions will be taken to contain these materials in the planting areas and prevent the depositing of material onto paved area. Any fertilizer deposited on paved areas will be removed immediately.

10.1.5.5 Clean-Up

- A. Removal of Debris – Contractor must remove all green waste and other debris resulting from maintenance operations and dispose of it off-site. All grass clippings deposited on roadways or walks must be removed after each mowing or trimming operation. On-site disposal of green waste must be permitted with approval of Owner's Representative. Non-organic debris not generated by Contractor must be disposed of at the job-site container, if one is available.
- B. Timing of Removal/Observation – All debris resulting from Contractor's operations must be removed by the end of the workday on each scheduled maintenance visit. All landscape areas must be patrolled whenever on site to check for vandalism, broken tree branches, rodents, insects, snails, pests and/or diseases.

10.1.5.6 Tree Trimming

- A. Tree trimming above the height of fifteen (15) feet must be considered **Unscheduled Work** per Section 9.0.

10.1.6 Provide Pest Management and Control Services

10.1.6.1 Exterior Rodent Bait Station – Twelve (12) Services per Year

- B. Rodent management equipment, including multi-catch traps, tamper resistant rodent bait stations, glue boards, wall markers, trap guards, etc. must be strategically placed on the interior and exterior of the facility to establish preventive management measures and to mitigate any present rodent activity.

10.1.6.2 Integrated Pest Management Program – Twelve (12) Services per Year

- C. Exterior-only general pest/Interior only as requested – Includes inspection and documentation of any conducive conditions that can negatively impact pest pressures. Exterior treatments for covered pests as needed. Refer to Appendix A – Sample Contract, Paragraph 8.55 – Integrated Pest Management (IPM) Program Compliance.

10.1.7 Provide carpeting maintenance and repair.

10.1.8 Provide plumbing maintenance and repair.

10.1.9 Provide pool maintenance and repair.

- 10.1.10 Provide heating, ventilation and air conditioning (HVAC) maintenance and repair.
- 10.1.11 Provide electronic systems maintenance and repair.
- 10.1.12 Provide electrical systems maintenance and repair.
- 10.1.13 Provide paint maintenance and repair.
- 10.1.14 Provide fire alarm systems maintenance and repair.
- 10.1.15 Provide utility management for electrical, gas and oil utilities.
- 10.1.16 Provide equipment rental.
- 10.1.17 Provide bulk waste removal.
- 10.1.18 Maintain trash compactor on an as-needed basis.
- 10.1.19 Provide elevator maintenance and repair.
- 10.1.20 Provide asset resource management.
- 10.1.21 Provide cafeteria and food service equipment repair and/or maintenance.
- 10.1.22 Provide move management administration.
- 10.1.23 Provide maintenance planning and scheduling.
- 10.1.24 Manage service requests and work order dispatch.
- 10.1.25 Manage Quality, Health, Safety and Environmental (QHSE) operations.
- 10.1.26 Provide materials/inventory management.
- 10.1.27 Manage hazardous materials management and disposal.
- 10.1.28 Provide budget management.
Contractor must submit annual operating budget, financial reports, and annual Common Area Maintenance (CAM) reconciliations to County upon request.
- 10.1.29 Conduct building inspections.
Contractor must identify and coordinate capital repairs and improvement plans for office buildings and building operating systems.
- 10.1.30 Coordinate tenant relations.
Contractor must regularly liaise with building tenants/occupants and resolve building oriented complaints.
- 10.1.31 Provide cost control and saving.
Contractor must implement cost control and savings measures to ensure facility is operated effectively, efficiently and within budget.
- 10.1.32 Provide subcontract management.
- 10.1.33 Provide technical maintenance including high and low voltage, fluid networks, and security equipment for goods and people.

- 10.1.34 Provide facility engineering including managing technical installations to ensure maintainability and reliability.
- 10.1.35 Monitor all building mechanical items, 24 hours on call.
- 10.1.36 Maintain the computerized Maintenance Management System (CMMS).
- 10.1.37 Provide emergency response planning.
Emergency response planning Includes leading emergency drills and developing evacuation plans in conjunction with County lead.
- 10.1.38 Ensure code compliance.
- 10.1.39 Provide preventive maintenance and planning.
Any planned maintenance activity that is designed to improve equipment life and avoid any unplanned maintenance activity.
- 10.1.40 Provide custodial/janitorial services.
- 10.1.41 Provide other miscellaneous services (exterior window cleaning, maintenance of key control systems, moving services, signage, etc.).

10.2 Service Requests

Contractor must establish a formal electronic tracking process to receive and respond to both routine and emergency service requests from County and County-contracted service providers located at the CEFRC. The formal process must contemplate service requests that may be submitted 24/7/365. Said process should also provide updates to the requestor on the status of the request.

- 10.2.1 Contractor must respond to service requests within a reasonable amount of time to prevent any type of service interruption. This includes the use of qualified technicians to complete all work within the response time frames specified, after notice is given to Contractor.

10.3 Disruption of Services

Contractor must provide reasonable, prior notification to County administration and all service providers on the CEFRC premises of any disruption of facility building services. Contractor must coordinate scheduled outages with County administration and provide an anticipated schedule. Outages may include utility outages, road or facility closures, etc. or disruptions caused by any maintenance or construction work (such as blocked access, pest, or herbicide spraying, HVAC down for service, etc.). Contractor must notify County of affected downtime due to emergency outages or interruptions.

Contractor must report any service requests and/or outages (scheduled or emergency) that involve the physical harm of any person(s) at the CEFRC. These events must be reported by telephone and e-Mail to the appropriate County staff as soon as reasonably possible and to the affected service provider(s) on the premises. Report must indicate steps taken to remedy the situation.

11.0 GREEN INITIATIVES

- 11.1 Contractor must use reasonable efforts to initiate “green” practices for environmental and energy conservation benefits.
- 11.2 Contractor must notify County’s Project Manager of Contractor’s new green initiatives prior to Contract commencement.

12.0 PERFORMANCE REQUIREMENTS SUMMARY

A Performance Requirements Summary (PRS) Chart, **Attachment 2 of this SOW**, listing required services and deliverables that will be monitored by the County during the term of this Contract is an important monitoring tool for the County.

All listings of services and deliverables referenced in the PRS Chart are intended to be completely consistent with the Contract and the SOW, and are not meant in any case to create, extend, revise, or expand any obligation of Contractor beyond that defined in the Contract and the SOW. In any case of apparent inconsistency between services or deliverables as stated in the Contract and the SOW and this PRS, the meaning apparent in the Contract and the SOW will prevail. If any service or deliverable seems to be created in this PRS which is not clearly and forthrightly set forth in the Contract and the SOW, that apparent service will be null and void and place no requirement on Contractor.

CONTRACT DISCREPANCY REPORT

SAMPLE

CONTRACTOR RESPONSE DUE BY _____ (enter date and time)

Date:		Contractor Response Received:
Contractor:	Contract No.	County's Project Manager:
Contact Person:	Telephone: () -	County's Project Manager Signature:
Email:		Email:

A contract discrepancy(s) is specified below. The Contractor will take corrective action and respond back to the **County personnel** identified above by the date required. Failure to take corrective action or respond to this Contract Discrepancy Report by the date specified may result in the deduction of damages.

No.	Contract Discrepancy	Contractor's Response*	County Use Only		
			Date Correction Due	Date Completed	Approved
1					
2					
3					
4					

*Use additional sheets if necessary

_____ *Contractor's Representative Signature*

_____ *Date Signed*

Additional Comments:

PERFORMANCE REQUIREMENTS SUMMARY (PRS) CHART

SPECIFIC PERFORMANCE REFERENCE	SERVICE	MONITORING METHOD
Contract: Paragraph 7.1 — Administration of Contract — Contractor's Administration	Contractor must notify the County in writing of any changes to information on Exhibit E, Contractor's Administration	Inspection & Observation
Contract: Sub-paragraph 8.38 — Record Retention & Inspection — Audit Settlement	Contractor to maintain all required documents as specified in Sub-paragraph 8.38	Inspection of files
Contract: Sub-paragraph 8.40 — Subcontracting	Contractor must obtain County's written approval prior to subcontracting any work	Inspection & Observation
SOW: Sub-paragraph 4.1 — Meetings	Contractor's representative to attend as-needed meetings	Attendance
SOW: Sub-paragraph 10.1 — Specific Work Requirements	Contractor must collaborate with County and County-contracted agencies that provide services at the CEFRC, to provide Services necessary to maintain the building and grounds at CEFRC	Contract Compliance Review
SOW: Sub-paragraph 10.2 — Service Requests	Contractor must establish a formal electronic tracking process to receive and respond to routine and emergency service requests that may be submitted 24/7/365	Contract Compliance Review
Exhibit B — Fiscal Provisions: Paragraph 2	Contractor shall submit complete and accurate monthly invoices (see Exhibit B-1, Invoice Template) to LACDMH staff. The invoices shall include supportive documentation and shall be submitted by the 15 th day of the following month after the services month	Review of Monthly Invoices
Exhibit B — Fiscal Provisions: Paragraph 3	Contractor shall retain all relevant supporting documents and make them available to DMH at any time for audit purposes. Invoices submitted to DMH shall detail all monthly charges billed to DMH	Contract Compliance Review

ASSET REGISTER

The below equipment will be serviced and maintained to industries standards and service requirements. Material required to service the assets below but not limited to i.e., filters, belts, coolants, etc. will be billed at a separate cost.

Asset Number:	Asset Tag	SYSTEM DROP DOWN	Manufacture Master:	Model Number:	Serial Number:
0	Acorn Valve Control Panel	CONTROLS - CONTROL PANEL	Acorn Controls	LD-40W-24	D 27006200
LAB HC03 97	AHU-4 RF FED FROM DPNPDHB-7 480V 3P 3W	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed
LAB HC03 96	AHU-4 RF FED FROM PPEPDHA-3 480V 3P 3W	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed
0	AHU -4 RF	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed
LAB HC04 09	AHU-5	HVAC - AHU - EXTERNALLY LOCATED	Energy Labs Inc	C128213 - FC - L	2005-12330 - AHU-5
LAB HC03 75	AHU-5 RF	CONTROLS - CONTROLLER	Danfoss	To Be Populated	To Be Populated
LAB HC04 06	AHU-5 RF	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed
LAB HC04 07	AHU-5 RF	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed
0	AHU--5 CONTROL PANEL	CONTROLS - BMS - OUTSTATIONS	Alerton	Not Observed	Not Observed
LAB HC04 10	AHU-5 Return Fanwall	HVAC - AHU - EXTERNALLY LOCATED	Energy Labs Inc	C128213 - FC-L	2005-12330 - AHU-5

LAB HC04 14	AHU-5 SF	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed
LAB HC03 23		HVAC - PIPEWORK - GAS GOVENOR	Pietro Fiorentini	30155-OPD	MC201202102738
LAB HC03 13	CHWP-2	HVAC - PUMP	Bell and Gosset	Not Observed	C303418-01G02
LAB HC04 15	AHU-5 SF	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed
LAB HC04 05	AHU-5 Supply Fanwall	HVAC - AHU - EXTERNALLY LOCATED	Energy Labs Inc	C128213 - FC -L	2005-12330 - AHU- 5
LAB HC04 13	AHU-3	HVAC - AHU - EXTERNALLY LOCATED	Energy Labs Inc	C128213 - FC -L	2005-12330 - AHU- 3
LAB HC04 25	AHU-3 Fanwall	HVAC - AHU - EXTERNALLY LOCATED	Energy Labs Inc	C128213 - FC -L	2005-12330 - AHU- 3
LAB HC04 27	AHU-3	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed
LAB HC04 28	AHU-3	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed
LAB HC04 11	AHU-3 RF	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed
0	AHU-3 RF	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed
LAB HC04 24	AHU-3 RF	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed
LAB HC04 26	AHU-3 Return Fanwall	HVAC - AHU - EXTERNALLY LOCATED	Energy Labs Inc	C128213 - FC -L	2005-12330 - AHU- 3

LAB HC03 59	B-1	HVAC - BOILER - CONDENSING BOILER	Lochinvar	FBN2001	1846112615290
LAB HC04 23	AHU-3 CONTROL PANEL	CONTROLS - BMS - OUTSTATIONS	Alerton	Not Applicable	Not Applicable
LAB HC04 22	AHU-1	HVAC - AHU - EXTERNALLY LOCATED	Energy Labs Inc	C128296 - F CH - L	2005-12330 - AHU-1
LAB HC04 21	AHU-1 Return Fanwall	HVAC - AHU - EXTERNALLY LOCATED	Energy Labs Inc	C128296 - FCH-L	2005-12330 - AHU-1
LAB HC04 18	AHU-1 RF	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed
LAB HC04 17	AHU-1 RF	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed
LAB HC04 16	AHU-1 RF	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed
LAB HC03 77	AHU-1 CONTROL PANEL	CONTROLS - BMS - OUTSTATIONS	Alerton	Not Applicable	Not Applicable
0	AHU-1 Supply Fanwall	HVAC - AHU - EXTERNALLY LOCATED	Energy Labs Inc	C128296 - FC H-L	2005-12330 - AHU-1
LAB HC04 20	AHU-1 SF	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed
LAB HC04 19	AHU-1 SF	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed
LAB HC03 32	B-2	HVAC - BOILER - CONDENSING BOILER	Lochinvar	FBN2001	1842 112287145
LAB HC03 11	Water Treatment	CONTROLS - CONTROL PANEL	Walchem	WCT910PAADNNN-PAFINN	2009281551

LAB HC03 99	EF-18	HVAC - FAN - EXTRACT UNIT	Greenheck	CUE-080-VG-C	16703939	
LAB HC03 71	EF-15	HVAC - FAN - EXTRACT UNIT	Greenheck	CUE-161HP-VG-10-X	16703935	
LAB HC03 98	EF-17	HVAC - FAN - EXTRACT UNIT	Greenheck	USF-04-01-B3-00-01-01	16978873	
LAB HC06 36	VAV-2-520	HVAC - VAV	Price	SDV5 003	1563618-003-020	
LAB HC06 39	RA CONTROL PANEL CP-RAD 1-5		CONTROLS - BMS - OUTSTATIONS	Alerton	Not Applicable	Not Applicabl e
LAB HC02 96	FCU 6-3	HVAC - TERMINAL UNIT - FAN COIL	Daikin	BC.H.D.020.1.E.R.W.Y. V.V.A.V.Y.Y.Y.MV.Y. YYY.Y.N.L.Y.Y	E031424000500	
LAB HC02 92	FCU6-2	HVAC - TERMINAL UNIT - FAN COIL	Daikin	BC.H.D.020.1.E- RAN,Y.Y.V.A.M.Y.Y.Y .YV.Y.YVY.Y.N.L.Y.Y	E031424000500	
LAB HC02 91	FCU 6-1	HVAC - TERMINAL UNIT - FAN COIL	Daikin	DC.H.D.020.1.E.R.W.Y. Y.Y.A.Y.Y.Y.Y.YY.Y. YYY.Y.N.L.Y.B	E071 494000500	
LAB HC02 95	FCU 6-6	HVAC - TERMINAL UNIT - FAN COIL	Daikin	To Be Populated	To Be Populated	
0	FCU 7-2	HVAC - TERMINAL UNIT - FAN COIL	Daikin	To Be Populated	To Be Populated	
LAB HC03 31	B-3	HVAC - BOILER - CONDENSING BOILER	Lochinvar	FBN2001	1848 112730626	
0	R3 / R7 / R2	HVAC - DOSING SET - CHILLED WATER DOSING	ProMinent	Not Applicable	Not Applicable	
LAB HC06 41	VAV-2-521	HVAC - VAV	Price	SDV5 - 004	1618346-033-039	

LAB HC06 42	FCU 5-2	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	MHWW-36-H-3	WQWHC 36200309 09
LAB HC06 52	VAV-2-515	HVAC - VAV	Price	SDVS		
LAB HC06 51	VAV-2-516	HVAC - VAV	Price	SDV5 - 001	1601500-001-082	
LAB HC06 54	LPN5DHA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC06 55	LPLS5DLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC06 57	LPLS5DHA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC06 59	RPE5DLC	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC06 61	RPN5DLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC06 62	RPN5DLC	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC03 58	B-4	HVAC - BOILER - CONDENSING BOILER	Lochinvar	FBN2001	1848 112968547	
LAB HC01 23	EF-3	HVAC - FAN - EXTRACT UNIT	Greenheck	CUE-101-vg-4-x	16703924	
LAB HC06 65	DPN5DLA	ELECTRICAL - DIST BD	General Electric	Not Applicable	Not Applicable	
LAB HC06 67	DPE5DLA	ELECTRICAL - DIST BD	General Electric	Not Applicable	Not Applicable	

LAB HC06 66	TE5DA	ELECTRICAL - TRANSFORMER - RESIN	General Electric	9T10C1007G31	M0003FSF	
LAB HC06 64	TN5DB	ELECTRICAL - TRANSFORMER - RESIN	General Electric	9T10C1008G31	1M0003FWB	
LAB HC06 56	VAV-2-516	HVAC - VAV	Price	SDV5 - 004	1618346-033-051	
LAB HC06 58	FCU 5-3	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	MHWW-38-H-3	WQWHC 3620C308 31
LAB HC06 49	RPN5DLB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC06 48	RPN5DLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC06 50	TF-24	HVAC - FAN - EXTRACT UNIT	Greenheck	SQ-80VG-X	16887632	
LAB HC06 72	FCU 5-4	HVAC - ACU - SPLIT UNIT	Multi Aqua	MHWW-38-H-3	WQWHC36200309 03	
LAB HC03 30		PLUMBING - PUMP	Bell and Gosset	TG577	20190319 -01098	
LAB HC01 22	EF-2	HVAC - FAN - EXTRACT UNIT	Greenheck	Cue-101hp-vg-4-x	16703923	
LAB HC06 69	VAV-5-519	HVAC - VAV	Price	SDV5 - 003	1632168-012-062	
LAB HC06 76	RPE5CLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC06 77	RPN5CLB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	

LAB HC06 78	RPN5CLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC06 79	TF-23	HVAC - FAN - EXTRACT UNIT	Greenheck	Not Observed	Not Observed	
LAB HC06 83	RPE5BLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC06 82	RPN5BLB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC06 81	RPN5BLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC06 84	TF-22	HVAC - FAN - EXTRACT UNIT	Greenheck	Not Observed	Not Observed	
LAB HC03 37	RPNPALA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC01 20	EF-1	HVAC - FAN - EXTRACT UNIT	Greenheck	CUE-240-b-vgd-50-x	16703922	
LAB HC06 73	UPS RPE5CLA- 16,18	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC06 74	UPS RPE5CLA-20,22	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC06 43	UPS RPE5DLC- 16,18	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC06 44	UPS RPE5DLC-20,22	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC06 91	UPS RPE5ALA-20,22	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	

LAB HC06 92	UPS RPE5ALA-24,26	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC06 90	FCU 5-1	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	MHWW-36-W-3	WQWHC 361906 0730
LAB HC06 88	VAV—3-520	HVAC - VAV	Price	SDVS - L 004	Not Visible	
LAB HC06 94	TF-21	HVAC - FAN - EXTRACT UNIT	Greenheck	Not Observed	Not Observed	
0		CONTROLS - BMS - OUTSTATIONS	Honeywell	301EM		
LAB HC01 21	EF-4	HVAC - FAN - EXTRACT UNIT	Greenheck	Cue-131-vg-7-x	16703929	
LAB HC06 97	RPE5ALA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC06 96	RPN5ALB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC06 95	RPN5ALA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC06 87	PAGING SYSTEM RPE5ALA-28	COMMS - CALL SYSTEMS - PAGING	Valcom	VP-6124	Not Observed	
LAB HC06 70	PAGING SYSTEM RPE5CLA-28	COMMS - CALL SYSTEMS - PAGING	Valcom	VP-6124	Not Observed	
LAB HC06 46	PAGING SYSTEM RPE5DLC-28	COMMS - CALL SYSTEMS - PAGING	Valcom	VP-6124	Not Observed	
LAB HC03 17	VFD-CHWP2	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed	

LAB HC03 12	VFD-CHWP1	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed	
LAB HC00 01	RPN4DLA	ELECTRICAL - DIST BD	General Electric	Not Applicable	Not Applicable	
LAB HC00 02	RPN4DLB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
0		HVAC - TERMINAL UNIT - FAN COIL	Daikin	FXMQ54PBVJU	To Be Populated	
LAB HC01 51	CU-7-4	HVAC - ACU - SPLIT UNIT	Daikin	RX36NMVJUA	E000418	
LAB HC00 03	TF-20	HVAC - FAN - EXTRACT UNIT	Greenheck	Not Observed	Not Observed	
LAB HC00 04		CONTROLS - LIGHTING CONTRL	Acuity Controls	To Be Populated	Not Applicable	
LAB HC00 06	PAGING SYSTEM R PE4DLC-28	COMMS - CALL SYSTEMS - PAGING	Valcom	VP-6124	Not Observed	
LAB HC00 05	VAV-1-409	HVAC - VAV	Price	SDV5 - 004	1618346-033-045	
LAB HC00 10	UPS RPE4DLC-16,18	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC00 11	UPS RPE4DLC-20,22	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC00 07		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC00 08	FCU 4-2	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	Not Observed	Not Observed

LAB HC06 45		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC06 89		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC03 43		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC03 38		CONTROLS - LIGHTING CONTRL	Acuity Controls	To Be Populated	Not Applicable	
0		SAFETY - CHECKS	Acorn Safety	S1340-BF	4456316*S1340BF	
LAB HC01 19	EF-7	HVAC - FAN - EXTRACT UNIT	Greenheck	CUE-090-VG-X	16703928	
LAB HC06 71		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC06 37		FIRE & SEC - DETECTOR - PASSIVE INFRA RED	Simplex	Not Observed	Not Observed	
LAB HC05 92	5205	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
0	5201	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
LAB HC06 01	5248B	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
LAB HC06 02	5303A	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
LAB HC05 88	5420	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
LAB HC06 08	5500A	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	

LAB HC00 12	4406	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
LAB HC00 13	4500	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
LAB HC03 42		HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	MHWW-38-H-3	WQWnc3 62003000 7
LAB HC01 50	EF-9	HVAC - FAN - EXTRACT UNIT	Greenheck	CUE-240-B-VGD-50-X	16703930	
LAB HC00 14	4201	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
LAB HC00 15	4200B	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
LAB HC00 16	4200A	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
LAB HC00 17		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
0	PAGING SYSTEM RPE4ALA-28	COMMS - CALL SYSTEMS - PAGING	Valcom	VP-6124	Not Observed	
LAB HC00 20	UPS RPE4ALA-16,18	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC00 21	UPS RPE4ALA-20,22	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC00 22	FCU 4-1	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	Not Observed	Not Observed
LAB HC00 19	VAV-3-418	HVAC - VAV	Price	SDV5 - 004	1618346-033-080	

LAB HC00 23	4103A	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
LAB HC03 33		SAFETY - CHECKS	Acorn Safety	S1340-BF		
LAB HC01 49	EF-6	HVAC - FAN - EXTRACT UNIT	Greenheck	CUE-121-VG-4-X	16703927	
LAB HC00 24	RPN4ALA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC00 25	RPN4ALB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC00 26	RPE4ALA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC00 27	TF-18	HVAC - FAN - EXTRACT UNIT	Greenheck	Not Observed	Not Observed	
LAB HC00 29		FIRE & SEC - DETECTOR - PASSIVE INFRA RED	Simplex	Not Observed	Not Observed	
LAB HC00 28	RA CONTROL PANEL CP-RAD 1-4		CONTROLS - BMS - OUTSTATIONS	Climatec	Not Applicable	Not Applicabl e
LAB HC00 31	VAV-1-401	HVAC - VAV	Price	SDV5 - 003	1632168-012-072	
LAB HC06 40		FIRE & SEC - DETECTOR - PASSIVE INFRA RED	Simplex	Not Observed	Not Observed	
LAB HC03 60	EF-1,2,3,4	CONTROLS - BMS - OUTSTATIONS	Alerton	VLC-444e	Not Applicable	
LAB HC02 58	Elevator 2	TRANSPORT - ELEVATOR - TRACTION	Torin Drive	0TGL3A-5050-HV- SW5/8"	20CH00008	

0	5303B	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
LAB HC00 33	4442	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
LAB HC00 34	RPN4DLC	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC00 35	PPN4DHA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC03 28	Heating Hot Water Control Panel		CONTROLS - BMS - OUTSTATIONS	Alerton	VLC-1188-E	Not Applicable
LAB HC02 48		ELECTRICAL - DIRECT CURRENT	Motion Control Engineering Inc	RESIST-R-C	3453472	
LAB HC00 36	PPN4DLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC00 37	PPE4DHA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC00 38	PPE4DLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC00 39	RPE4DLC	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC00 40	DPE4DLA	ELECTRICAL - DIST BD	General Electric	Not Applicable	Not Applicable	
0	TN4DB	ELECTRICAL - TRANSFORMER - RESIN	General Electric	9T10C1008G31	1 M0003FVU	
LAB HC00 42	TE4DA	ELECTRICAL - TRANSFORMER - RESIN	General Electric	9T10C1007G31	1 MO003FSC	
LAB HC00 41	DPN4DLA	ELECTRICAL - DIST BD	General Electric	Not Applicable	Not Applicable	

LAB HC00 43	TE4DB	ELECTRICAL - TRANSFORMER - RESIN	General Electric	9T10C1003G31	1M0004BR6	
LAB HC00 49	TN4DA	ELECTRICAL - TRANSFORMER - RESIN	General Electric	Not Applicable	Not Applicable	
LAB HC03 27	FCU 6-5, Control Panel	CONTROLS - BMS - OUTSTATIONS	Alerton	VLC-444e	Not Applicable	
LAB HC02 47	2	ELECTRICAL - TRANSFORMER - RESIN	Hammond Power Solutions	Not Applicable	BB01063777	
LAB HC00 44		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC00 47	DCE4DA	ELECTRICAL - HIGH VOLTAGE	General Electric	Busway Plugs	Not Observed	
LAB HC00 48	DCN4DA	ELECTRICAL - HIGH VOLTAGE	General Electric	Busway Plugs	Not Observed	
LAB HC00 45	FCU 4-3	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	Not Observed	Not Observed
LAB HC06 68		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC00 50		FIRE & SEC - DETECTOR - PASSIVE INFRA RED	Simplex	Not Observed	Not Observed	
LAB HC00 51	VAV-3-414	HVAC - VAV	Price	SDV5 - 004	1618346-033-040	
0	EWB-2	ELECTRICAL - WATER HEATER - DIRECT FIRED	AO Smith	DEL-10 102	2101122603583	
LAB HC03 50		HVAC - DOSING SET - CHILLED WATER DOSING	Dawson Co	DB-5HD/RED	0420	

LAB HC02 62	Elevator 6	TRANSPORT - ELEVATOR - TRACTION	Torin Drive	TMGL2-3550-HV-10MM	20BV00081	
LAB HC00 54	VAV-4-401	HVAC - VAV	Price	SDV5-001	1601500-001-095	
LAB HC00 59	4240	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
0	4300B	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
0	VAV-4-409	HVAC - VAV	Price	SDV5-002	1649911-018-058	
LAB HC00 60	4300A	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
LAB HC00 61	PAGING SYSTEM RPE4CLA-24	COMMS - CALL SYSTEMS - PAGING	Valcom	VP-6124	Not Observed	
LAB HC00 64	UPS RPE4CLA-16,18	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC03 51		HVAC - TERMINAL UNIT - FAN COIL	Daikin	E031424000400	To Be Populated	
0	Elevator 5	HVAC - DOSING SET - CHILLED WATER DOSING	Torin Drive	TWGL2-3550-HV-10MM	19BV00020	
LAB HC00 63	UPS RPE4CLA-20,22	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC00 62		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC00 66	FCU 4-4	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	Not Observed	Not Observed
LAB HC00 65	VAV-5-414	HVAC - VAV	Price	SDV5 - 004	1618346-033-042	

LAB HC00 70	RPN4CLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC00 73	RPN4CLB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC00 71	RPE4CLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
0		PLUMBING - PUMP	Armstrong	ARMfIO E32.2B	100166402	
LAB HC02 46		ELECTRICAL - DIRECT CURRENT	Motion Control Engineering Inc	RESIST-R-C	3453624	
LAB HC00 72	TF-19	HVAC - FAN - EXTRACT UNIT	Greenheck	Not Observed	Not Observed	
LAB HC01 54	RPN3DLC	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC01 55	LPN3DHA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC01 56	LPLS3DLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC01 57	LPLS3DHA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC01 58	RPE3DLC	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC01 59	DPE3DLA	ELECTRICAL - DIST BD	General Electric	Not Applicable	Not Applicable	
LAB HC01 62	TE3DA	ELECTRICAL - TRANSFORMER - RESIN	General Electric	9T10C1007G31	1 M0003FSE	

LAB HC01 67	DPN3DLA	ELECTRICAL - DIST BD	General Electric	Not Applicable	Not Applicable	
LAB HC01 66	TN3DB	ELECTRICAL - TRANSFORMER - RESIN	General Electric	9T10C1008G31	*1 M0003FV	
LAB HC02 45	5	ELECTRICAL - TRANSFORMER - RESIN	Hammond Power Solutions	Not Applicable	233570	
LAB HC01 65	DCE3DA	ELECTRICAL - HIGH VOLTAGE	General Electric	Busway Plugs	Not Observed	
LAB HC01 60	DCN3DA	ELECTRICAL - HIGH VOLTAGE	General Electric	Busway Plugs	Not Observed	
LAB HC01 61		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC01 69		FIRE & SEC - DETECTOR - PASSIVE INFRA RED	Simplex	Not Observed	Not Observed	
LAB HC01 75	VAV-3-318	HVAC - VAV	Price	SDV5-004	1563618-004-075	
LAB HC01 76		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC01 87	RPE3ALA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	1208		
LAB HC01 88	TF-14 EF-28 Control Panel	CONTROLS - BMS - OUTSTATIONS	Not Observed	Not Observed	Not Observed	
LAB HC01 92	RPE3BLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC01 94	3300	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	

0	RPEPALA	ELECTRICAL - DIST BD - LOW VOLTAGE	ABB	Not Applicable	Not Applicable	
0	CHILLED WATER SYSTEM CONTROL PANEL (should be: REFRIGERANT LEAK DETECTION CONTROL PANEL)		CONTROLS - BMS - OUTSTATIONS	Climatec	Not Applicable	D 76995979
LAB HC02 44		ELECTRICAL - DIRECT CURRENT	Motion Control Engineering Inc	RESIST-R-C	3453627	
LAB HC01 99	FCU-3-4	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	Not Observed	Not Observed
LAB HC01 98	RPE3CLA-24	COMMS - CALL SYSTEMS - PAGING	Valcom	VP-6124	Not Observed	
0	EF-27	HVAC - FAN - EXTRACT UNIT	Not Observed	Not Observed	Not Observed	
LAB HC02 06	TF-16	HVAC - FAN - EXTRACT UNIT	Greenheck	Not Observed	Not Observed	
LAB HC02 08		FIRE & SEC - DETECTOR - PASSIVE INFRA RED	Simplex	Not Observed	Not Observed	
LAB HC02 15	RPE3DLC-1	COMMS - CALL SYSTEMS - PAGING	Valcom	VP-6124	Not Observed	
LAB HC02 16	FCU 3-2	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	Not Observed	Not Observed
LAB HC04 33	2200C	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
LAB HC04 34	2590	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
LAB HC04 38	RPN2BLB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	

LAB HC02 55	Elevator 9	TRANSPORT - ELEVATOR - TRACTION	Torin Drive	OTGL2A-4050-HV-SW-1/2"	20BW00047	
LAB HC04 37	RPN2BLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC04 40	RPE2DLC-26	COMMS - CALL SYSTEMS - PAGING	Valcom	VP-6124	Not Observed	
LAB HC04 41		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC04 46	2300A	FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
LAB HC04 47	RPE2CLA-28	COMMS - CALL SYSTEMS - PAGING	Valcom	VP-6124	Not Observed	
LAB HC04 48		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC04 56	RPE2CLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC04 55	RPN2CLB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC04 54	RPN2CLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
0		ELECTRICAL - DIRECT CURRENT	Motion Control Engineering Inc	RESIST-R-C	3453638	
LAB HC04 63	UPS RPE2ALA-19,21	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC04 65	UPS RPE2ALA-15,17	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	

LAB HC04 66		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC04 64	VAV-4-2-19	HVAC - VAV	Price	SDV5-004	1618346-033-037	
LAB HC04 70	RPN2ALA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC04 71	RPN2ALB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC04 75	Control Panel TF-9,10	CONTROLS - BMS - OUTSTATIONS	Climatec	Not Applicable	Not Applicable	
LAB HC02 10	3468A	FABRIC - DOORS	Not Observed	Not Applicable	Not Applicable	
LAB HC02 17	Lighting Control	CONTROLS - LIGHTING CONTRL	Acuity Controls	To Be Populated	Not Applicable	
LAB HC02 19	RPN3DLD	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC02 56	9	ELECTRICAL - TRANSFORMER - RESIN	Hammond Power Solutions	Not Applicable	BB01063780	
LAB HC02 20	RPN3DLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
0	Rpn3dlb	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC02 18	TF-17	HVAC - FAN - EXTRACT UNIT	Greenheck	SQ-80-VG-X	16722503	
LAB HC01 71	VAV 1-306	HVAC - VAV	Price	SDV5-004	1554850-011-019	

LAB HC01 74	RA CONTROL PANEL CP- RAD 1-3	HVAC - VAV	Price	SDV5-004	1554850-011-095	
LAB HC01 78		FIRE & SEC - FIRE ALARM SYS - MAIN PANEL	Corning	To Be Populated	To Be Populated	
LAB HC01 80	PAGING SYSTEM RPE3ALA-20	COMMS - CALL SYSTEMS - PAGING	Valcom			
LAB HC01 83	DAS RPE3ALA-16	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC03 36	VFD-HHWP-2	CONTROLS - CONTROLLER	Danfoss	174Z2417	039004Y210	
LAB HC01 29	EF-28	HVAC - FAN - EXTRACT UNIT	Not Observed			
LAB HC01 84	TF-14	HVAC - FAN - EXTRACT UNIT	Greenheck			
LAB HC01 86	RPN3ALB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
0	3280A	FABRIC - DOORS	Not Observed	Not Applicable	Not Applicable	
LAB HC01 91	RPN3BLB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC01 95		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC02 00	VAV-5-318	HVAC - VAV	Price	SDV5 - 003	1554850-010-089	
LAB HC02 03	RPE3CLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	

LAB HC02 09	3468B	FABRIC - DOORS	Not Observed	Not Applicable	Not Applicable	
LAB HC03 20	RPNPCLA	ELECTRICAL - DIST BD	General Electric	AQF3422JTX	AXF2S5	
LAB HC02 14		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC02 11	Vav-2-316	HVAC - VAV	Price	SDV5 - 004	1563618-004-090	
LAB HC04 80	RPN2DLC	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC04 82	PPN2DHA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC04 84	PPN2DLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC04 85	PPE2DHA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC04 89	PPE2DLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC04 90	RPE2DLC	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC04 93	DPE2DLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC04 94	TE2DA	ELECTRICAL - TRANSFORMER - RESIN	General Electric	9T10C1007G31	1 M0003FS9	
LAB HC03 10		HVAC - EXP VESSEL - CHILLED WATER EXPANSION	Not Observed	Not Observed	Not Observed	

LAB HC04 97	DPN2DLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC04 95	TN2DB	ELECTRICAL - TRANSFORMER - RESIN	General Electric	9T10C1008G31	1M0003FVQ	
LAB HC04 92	DCE2DA	ELECTRICAL - HIGH VOLTAGE	General Electric	Busway Plugs		
LAB HC04 91	DCN2DA	ELECTRICAL - HIGH VOLTAGE	General Electric	Busway Plugs		
LAB HC04 86	TE2DB	ELECTRICAL - TRANSFORMER - RESIN	General Electric	9T10C1003G31	1M0004BER	
LAB HC04 87	TN2DA	ELECTRICAL - TRANSFORMER - RESIN	General Electric			
LAB HC04 88		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC04 83	FCU 2-3	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	To Be Populated	To Be Populated
LAB HC04 81	VAV-2-220	HVAC - VAV	Price	SDV5 - 004	1563618-004-098	
LAB HC03 19		HVAC - DOSING SET - CHILLED WATER DOSING	Not Observed	Not Observed	Not Observed	
LAB HC01 79		FIRE & SEC - FIRE ALARM SYS - MAIN PANEL	Simplex			
LAB HC04 57	TF-12	HVAC - FAN - EXTRACT UNIT	Greenheck	SQ-80-VG-X	16722497	
LAB HC04 62	PAGING SYSTEM RPE2ALA-16	COMMS - CALL SYSTEMS - PAGING	Valcom			

LAB HC04 67	FCU 2-1	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	To Be Populated	To Be Populated
LAB HC04 98		CONTROLS - BMS - OUTSTATIONS	Cisco	Not Applicable	Not Applicable	
LAB HC04 73	TF-9	HVAC - FAN - EXTRACT UNIT	Greenheck	SQ-80-VG-X	16722494	
LAB HC04 72	RPE2ALA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC01 37	EF-10	HVAC - FAN - EXTRACT UNIT	Greenheck	CUE-240-B-VGD-50-X	16703931	
LAB HC01 68		FIRE & SEC - DETECTOR - PASSIVE INFRA RED	Simplex			
LAB HC01 77		HVAC - TERMINAL UNIT - FAN COIL		Daikin	To Be Populated	To Be Populated
LAB HC01 81		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC01 82		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC01 85	RPN3ALA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			
LAB HC01 90	RPN3BLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			
LAB HC01 93	TF-15	HVAC - FAN - EXTRACT UNIT	Greenheck	To Be Populated	To Be Populated	
0	UPS RPE3CLA- 20, 22	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	

LAB HC01 96	UPS RPE3CLA-16, 18	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC01 97	RPN3CLB	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC01 34	EF-8	HVAC - FAN - EXTRACT UNIT	Greenheck	CUE-131-VG-7-X	16703929	
LAB HC02 04	RPN3CLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			
LAB HC02 05	UPS RPE3DLC-7,9		General Electric			
LAB HC02 12	RPE3DLC-11-13	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC02 13		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC04 36	RPE2BLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			
LAB HC04 39	TF-11	HVAC - FAN - EXTRACT UNIT	Greenheck	To Be Populated	To Be Populated	
LAB HC04 42	UPS RPE2DLC-18, 20	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC04 43	UPS RPE2DLC-22, 24	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
0		HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	To Be Populated	To Be Populated
LAB HC03 55		HVAC - CYLINDERS	Lochinvar	THG1500J	120707093	

0	FCU 6-6 CONTROL PANEL	CONTROLS - BMS - OUTSTATIONS	Climatec	VLC-444e	D 76995942	
LAB HC01 35	EF-12	HVAC - FAN - EXTRACT UNIT	Greenheck	CUE-095-VG-6-X	16703933	
0	VAV-1-212	HVAC - VAV	Price			
LAB HC04 50	RPE2CLA-17,18	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC04 51	UPS RPE2CLA- 16,18	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
0	ADD-19	HVAC - VAV	Price			
LAB HC04 99		FABRIC - DOORS	Not Applicable	Not Applicable	Not Applicable	
0	RPN1CLB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			
LAB HC05 09	RPN1CLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			
LAB HC05 06	RPE1CLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			
LAB HC05 10	RPN1BLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			
LAB HC01 36	EF-11	HVAC - FAN - EXTRACT UNIT	Greenheck	CUE-095-VG-6-X	16703932	
LAB HC05 12	RPN1BLB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			
LAB HC05 13	RPE1BLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			

LAB HC05 16	RPE1CLA-15, 17	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC05 15		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC05 17	Gateway 5 Control Panel		0			
LAB HC05 22	RPE1DLC	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			
0	LPN1DHA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			
0	LPLS1DHA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			
LAB HC05 23	RPN1DLC	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			
0	DPE1DLA	ELECTRICAL - DIST BD	General Electric			
LAB HC01 32	KEF-1	HVAC - FAN - EXTRACT UNIT	Greenheck	UISF-27-3- B4 00-01-01	1674574420G	
0		ELECTRICAL - DIST BD	General Electric			
0	TE1DA	ELECTRICAL - TRANSFORMER - RESIN	General Electric			
LAB HC05 39	RPE1DLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			
LAB HC05 37	RPN1DLB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			
LAB HC05 44	FCU 1-2	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	To Be Populated	To Be Populated
LAB HC05 55	UPS RPE1BLA-28, 30	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	To Be Populated	To Be Populated

LAB HC05 58	RPE1ALA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			
LAB HC05 62		ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			
LAB HC08 07	control panel RF-14 Kef-2	FIRE & SEC - PUMP	Bell and Gosset			
LAB HC08 08		CONTROLS - CONTROL PANEL	Firetrol Inc	To Be Populated	To Be Populated	
LAB HC01 33	VFD-KEF-1	CONTROLS - CONTROLLER	ABB	ACH		
0		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
0	MUA-1	HVAC - AHU - EXTERNALLY LOCATED	Greenheck	MSX-P120-H22	16556378	
0		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC06 27	FCU B-7	HVAC - TERMINAL UNIT - FAN COIL	Daikin	To Be Populated	To Be Populated	
LAB HC06 22	VAV-2-B07	HVAC - VAV	Price			
LAB HC06 28	FCU B-9	HVAC - TERMINAL UNIT - FAN COIL	Daikin	To Be Populated	To Be Populated	
LAB HC06 24	hv-1	ELECTRICAL - HIGH VOLTAGE - MAIN SWITCHGEAR	Not Observed			
LAB HC06 23	FCU B-8	HVAC - TERMINAL UNIT - FAN COIL	Daikin	To Be Populated	To Be Populated	

LAB HC06 26		DWS - BOOSTER	Wilo			
LAB HC01 48	EF-13	HVAC - FAN - EXTRACT UNIT	Greenheck	CUE-161-A-X	16703934	
LAB HC07 76	LPLBDHA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC07 77	TLB1DA	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC07 79	RPNBDLE	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC07 56	RPNBDLD	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC07 78	RPNBDLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC07 55	RPNBDLB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
0	APNBDLA	ELECTRICAL - HIGH VOLTAGE	Not Observed			
LAB HC07 57	RPEBDLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			
LAB HC07 86	ESWBDBDB-5	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC01 47	VFD-EF-13	CONTROLS - CONTROLLER	ABB	ACH		
LAB HC07 89		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	

LAB HC07 90		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC06 33		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC06 32		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC08 14	WH-1	DWS - CALORIFIER	Lochinvar			
LAB HC08 18	ET-1	HVAC - EXP VESSEL	Not Observed			
LAB HC07 91	FCUB-10	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	To Be Populated	To Be Populated
LAB HC07 94		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
0		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC01 16	CU-7-3	HVAC - ACU - SPLIT UNIT	Daikin	RXTQ36TAVJ9A	E000992	
0	FCU B-14	HVAC - TERMINAL UNIT - FAN COIL	ABB			
LAB HC07 03	RPNBBLC	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC07 02	RPNBBLD	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
0	VAV 1-B51	HVAC - VAV	Price			
0	HV-4	ELECTRICAL - SWITCHGEAR	Not Observed			

LAB HC07 06	FCU B-5	HVAC - TERMINAL UNIT - FAN COIL	Daikin	To Be Populated	To Be Populated	
0	RPNBBLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC07 18	300A Busduct	ELECTRICAL - HIGH VOLTAGE - MAIN SWITCHGEAR	General Electric			
LAB HC07 19	RPNBBLA	ELECTRICAL - DIST BD	Not Observed			
LAB HC01 52	CU-7-2	HVAC - ACU - SPLIT UNIT	Daikin	RXTO6OTAVJU	F005510	
LAB HC07 22	RPNBBLB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC07 17	FCU B-5	HVAC - TERMINAL UNIT - FAN COIL	Daikin	To Be Populated	To Be Populated	
LAB HC05 19		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC05 14	RPE1CLA-2	COMMS - CALL SYSTEMS - PAGING	Valcom	VP-6124		
LAB HC05 18	FCU 1-4	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	To Be Populated	To Be Populated
LAB HC05 24	LPLS1DLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric			
LAB HC05 30	TN1DB	ELECTRICAL - TRANSFORMER - RESIN	General Electric	9T10C1008G31	1M0003FW4	
LAB HC05 25	DCE1DA	ELECTRICAL - HIGH VOLTAGE	General Electric	Busway Plugs		

LAB HC05 31	DCN1DA	ELECTRICAL - HIGH VOLTAGE	ABB			
LAB HC05 38	RPN1DLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC01 18	CU-6-1	HVAC - ACU - SPLIT UNIT	Daikin	RXTQ60TAVJU	F00549g	
LAB HC05 43	TF-8	HVAC - FAN - EXTRACT UNIT	Greenheck		16624944	
LAB HC05 50	VAV-1-117	HVAC - VAV	Price			
LAB HC05 48	Gateway 1,2 & 4 Area D, Control Panel		CONTROLS - BMS - OUTSTATIONS	Not Observed		
LAB HC05 49		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC05 52		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC05 54	Gateway 3 Area A, Control Panel	CONTROLS - BMS - OUTSTATIONS	Not Observed			
LAB HC05 53	RPE1BLA-20	COMMS - CALL SYSTEMS - PAGING	Valcom			
LAB HC05 61	RPN1ALC	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC05 60	RPN1ALA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC08 06	EF-14	HVAC - FAN - EXTRACT UNIT	Greenheck	SQ-100-VG 4-X	16558969	

LAB HC01 17	CU-7-1	HVAC - ACU - SPLIT UNIT	Daikin	RXTQ60TAVJU	F005512	
LAB HC08 00		HVAC - CONDENSER - AIR COOLED	Refrigeration Design Technologies	ZS2-04Z-CT3-AEC	20-9-4-23792	
LAB HC08 10		DWS - CALORIFIER	Chronomite Laboratories Inc	CHSON-208-104-125	1341526	
LAB HC08 23	RPEBDLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC08 24	RPNBDLF	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC08 25	RPNBDLG	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC08 22		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC08 21	FCU B-7/8/9	CONTROLS - BMS - OUTSTATIONS	Climatec	Not Applicable	Not Applicable	
LAB HC06 29	FCU B-12	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	To Be Populated	To Be Populated
LAB HC07 70	PPEBDLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC07 71	ESWBDBDB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC03 56		HVAC - BOILER - GAS	Lochinvar	PFN1302	2034 120597826	
0	CH-1	HVAC - CHILLER - RECIPROCATING	Daikin	WME106CSCSNA	STNU200700069	

LAB HC02 59	1	TRANSPORT - ELEVATOR - TRACTION	Torin Drive	OTCL3A-5050-HV-SN- 5/8"	20CH00009	
LAB HC07 73	PPNBDLB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC07 74	PPNBDLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC07 51	PPNBDHA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC07 81		ELECTRICAL - HIGH VOLTAGE	General Electric	Busway Plugs		
LAB HC07 84	SP136202	TRANSPORT - ELEVATOR - PASSENGER LIFT HYDRUALIC	Lincoln Motors	SD2S40Z61YEH3	WX20006679-8008	
0		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC08 12		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC08 11	RPEBCLA-25	COMMS - CALL SYSTEMS - PAGING	Valcom	VP-6124		
LAB HC08 15	OF1465-50TM	DWS - SOFTENER	Watts	1465	020421	
LAB HC07 93		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC02 60	FC-7-1	HVAC - TERMINAL UNIT - FAN COIL	Daikin	FXMQ54PBVJIJ	To Be Populated	
LAB HC07 92	RPEBDLC-23	COMMS - CALL SYSTEMS - PAGING	Valcom	Vp-6124		

LAB HC06 98	ATSEBDHC	ELECTRICAL - SWITCHGEAR	Zenith	ZBTSD0B10160F	151789010-300-1	
LAB HC07 01	ATSLSDHA	ELECTRICAL - SWITCHGEAR	Zenith	ZBTS00B00022F	151789010-10-1	
LAB HC07 05	FCU B-14 Control Panel	CONTROLS - BMS - OUTSTATIONS	Climatec	Not Applicable	Not Applicable	
LAB HC07 09	RPNBDLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC07 08	DPNBDLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC07 10		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC07 12	RPNBBLE	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC07 13	FCU B-4/5/6	CONTROLS - BMS - OUTSTATIONS	Climatec	Not Applicable	Not Applicable	
0		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC02 43	1	ELECTRICAL - DIRECT CURRENT	MCE	Resist-R-C	3453469	
LAB HC07 28	RPEBALA-27	COMMS - CALL SYSTEMS - PAGING	Valcom	VP-6124		
LAB HC07 29	RPEBALA-31	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC07 33	DAS	FIRE & SEC - FIRE ALARM SYS - MAIN PANEL	Advanced RF Technologies	ADXV-R-25VU-N4X		

LAB HC07 36	RPEBALA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC07 37	RPNBALC	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC07 41	RPEBALA	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC07 43	ESWBDBDB-4	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC07 64	RPEMPOEB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC07 65	RPEMPOEA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC07 66	RPNMPOEA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC02 38	1	ELECTRICAL - TRANSFORMER - RESIN	Hammond Power Solutions	Not Applicable	BB01063776	
LAB HC07 67	ER-DAS HEADEND	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC07 48		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC07 49	FCU B-1 Control Panel	ELECTRICAL - BATTERY - UPS	Eaton	93PM-L-120	EQ144UJJ05	
LAB HC07 63	FCU B-1	CONTROLS - BMS - OUTSTATIONS	Not Observed			
LAB HC05 20	VAV-5-114	HVAC - VAV	Price	SDV - 5 005	1554830-012-019	

0	VAV-2-117	HVAC - VAV	Price			
LAB HC05 26	FCU 1-3	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	To Be Populated	To Be Populated
LAB HC02 39	6	ELECTRICAL - TRANSFORMER - RESIN	Hammond Power Solutions	Not Applicable	BB01063772	
LAB HC05 33		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable	
LAB HC05 40	RPN1DLF	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC05 41	RPN1DLE	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC05 42	RPN1DL D	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC05 45	PAGING SYSTEM RPE1 DLC-24	COMMS - CALL SYSTEMS - PAGING	Valcom	VP-6124		
LAB HC05 46	UPS RPE1DLC-16,18	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC05 47	UPS RPC1DLC-20,22	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
LAB HC05 51	VAV-3-124	HVAC - VAV	Price	SDV5 - 005	1492319-003-002	
LAB HC05 59	RPN1ALB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
LAB HC08 05	PPNDHA - 7,9,11	CONTROLS - BMS - OUTSTATIONS	Firetrol Inc	FZ1114237	2PATO2	

LAB HC02 63	3	TRANSPORT - ELEVATOR - TRACTION	Torin Drive	0TGL3A-5050-HV-SW-678	ZOCH00007		
LAB HC07 99	KEF-3	HVAC - FAN - EXTRACT UNIT	Danfoss	To Be Populated	To Be Populated		
LAB HC07 98	VFD-KEF-3	CONTROLS - CONTROLLER	Danfoss	To Be Populated	To Be Populated		
LAB HC07 97		ELECTRICAL - GENERATOR - DIESEL	Caterpillar	SA3ENG10853	92324E1		
LAB HC06 16	VAV-2-B04	HVAC - VAV	Price	SDV5 - 002	1549592-009-078		
LAB HC06 17	VAV-2-B10	HVAC - VAV	Price	SDV5 - 001	1549592-008-074		
0	HV-3	ELECTRICAL - SWITCHGEAR	Zinsco				
LAB HC08 26		ELECTRICAL - HIGH VOLTAGE - MAIN SWITCHGEAR	Kinney		557760		
LAB HC08 20	METERING CABINET SUBSTATION "A"		UTILITY - METER - ELECTRIC		Kinney	Not Applicable	557760
LAB HC08 19		DWS - PUMP - BOOSTER SET	Baldor Relance				
LAB HC08 19		DWS - PUMP - BOOSTER SET	Baldor Relance				
LAB HC08 19		DWS - PUMP - BOOSTER SET	Baldor Relance				
LAB HC02 64	4	TRANSPORT - ELEVATOR - TRACTION	Holistic Whitney	HW-624			

LAB HC07 72	TEBDB	ELECTRICAL - TRANSFORMER - RESIN	General Electric				
LAB HC07 50	TNBDA	ELECTRICAL - TRANSFORMER - RESIN	General Electric				
LAB HC07 58	TEBDA	ELECTRICAL - TRANSFORMER - RESIN	General Electric				
LAB HC07 52		ELECTRICAL - TRANSFORMER - RESIN	General Electric				
LAB HC07 53	APNBDLE	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
LAB HC07 54	APNBDLD	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
LAB HC07 75	APNBDLC	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
LAB HC07 60	FCU B-11	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	To Be Populated	To Be Populated	
LAB HC07 82		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable		
LAB HC07 85	Elevator 10 Controller	CONTROLS - CONTROL PANEL - UNIT CONTROLLER LIFT	Otis				
LAB HC02 67	3	ELECTRICAL - DIRECT CURRENT	MCE	Resist-R-C	3453475		
LAB HC07 88		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable		
LAB HC06 34	VAV-2-B06	HVAC - VAV	Price	SDV5 - 004	1554850-011-003		

LAB HC06 31	PRV-1, PRV-2	HVAC - PIPEWORK - GAS GOVENOR	Maxitrol	Not Applicable	Not Applicable		
LAB HC07 95	VAV-2-B09	HVAC - VAV	Price	SDV5 - 003	1492319-003-002		
LAB HC06 99	ATSEBDHA	ELECTRICAL - MAIN SWITCH	Zenith	ZBTSDOB00040F	151789010-100-1		
LAB HC07 00	ATSEBDHB	ELECTRICAL - SWITCHGEAR	Zenith	ZBTSDOB10200F	151789010-190-1		
LAB HC07 04		ELECTRICAL - HIGH VOLTAGE - MAIN SWITCHGEAR	General Electric				
LAB HC07 15	SUBSTATION D	ELECTRICAL - SWITCHGEAR	General Electric	OSP-0042-10	10095799P1		
LAB HC07 21	METERING CABINET SUBSTATIONS C, D & E		UTILITY - METER - ELECTRIC		Kinney	Not Applicabl e	55 77 60
LAB HC07 14	UNIT SUBSTATION E	ELECTRICAL - SWITCHGEAR	Zinsco				
LAB HC02 69	3	ELECTRICAL - TRANSFORMER - RESIN	Hammond Power Solutions	Not Applicable	BB01063775		
LAB HC07 23	DPNBBLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
LAB HC07 16	FCU B-4	HVAC - TERMINAL UNIT - FAN COIL		Daikin	To Be Populated	To Be Populated	
LAB HC06 35		DRAINAGE - WASTE DISPOSAL - COMPACTOR	Marathon	51623888	5/17/21		
LAB HC07 27	VAV—1-B49	HVAC - VAV	Price	SDV5 - 004	1563618-004-051		

LAB HC07 34	FCU B-2	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	To Be Populated	To Be Populated	
LAB HC07 32		ELECTRICAL - EARTHING	Not Applicable	Not Applicable	Not Applicable		
LAB HC07 30	UPS RPEBALA-19,21	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable		
LAB HC07 31	UPS RPEBALA-15,17	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable		
LAB HC07 39	RPNBALA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
LAB HC02 68	4	ELECTRICAL - TRANSFORMER - RESIN	Hammond Power Solutions	Not Applicable	BB01063774		
LAB HC07 38	RPNBALB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
LAB HC07 35	TF-1	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
0	Elevator 12 hydraulic pump motor		TRANSPORT - ELEVATOR - PASSENGER LIFT HYDRUALIC	Otis	AAA20390AF1	B 06 7741083-0002 M 0001	
LAB HC07 61	Emergency Manual Release	FIRE & SEC - FIRE SUPP - FIRE SUPPRESSION SYSTEMS	Reliable				
LAB HC07 69	FCU B-1	HVAC - TERMINAL UNIT - FAN COIL		Daikin	To Be Populated	To Be Populated	
LAB HC07 68	TF-2	HVAC - FAN - EXTRACT UNIT	Greenheck				

LAB HC07 46	DAS	FIRE & SEC - FIRE ALARM SYS - MAIN PANEL	Advanced RF Technologies	PSR-VU-9537-X			
LAB HC07 47		FIRE & SEC - FIRE ALARM SYS - MAIN PANEL	Simplex	4100ES			
LAB HC07 62	VAV-1-B46	HVAC - VAV	Price				
LAB HC02 24		CONTROLS - CONTROL PANEL - UNIT CONTROLLER LIFT	Nidec MCE	i-AC-01	3453629		
LAB HC03 57		HVAC - BOILER - GAS	Lochinvar	PFN1302	2034 120597825		
LAB HC02 70		ELECTRICAL - DIRECT CURRENT	MCE	Resist-r-c	3453478		
LAB HC02 23		CONTROLS - CONTROL PANEL - UNIT CONTROLLER LIFT	Nidec MCE	i-AC-01	3453632		
LAB HC02 26		ELECTRICAL - TRANSFORMER - RESIN	Hammond Power Solutions	233568	BB01063779		
LAB HC02 25	I-central-CUE	CONTROLS - CONTROL PANEL - UNIT CONTROLLER LIFT	Nidec MCE	I-Central-CUE	3453635		
LAB HC03 62		HVAC - AHU - EXTERNALLY LOCATED	Energy Labs Inc				
LAB HC03 87	EF-15,16,18,19	CONTROLS - BMS - OUTSTATIONS	Climatec	Not Applicable	Not Applicable		
0		CONTROLS - BMS - OUTSTATIONS	Alerton				
LAB HC03 47	VFD-CT1-2	CONTROLS - CONTROLLER	Danfoss	177U2559	185B1398		

LAB HC03 94		SAFETY - CHECKS	Acorn Controls	S1340-BF			
LAB HC02 28	Elevator 7 Motor	TRANSPORT - ELEVATOR - TRACTION	Torin Drive	505d-HIV-SN-5/8	20CH00005		
LAB HC02 27	Elevator 8 Motor	TRANSPORT - ELEVATOR - TRACTION	Torin Drive	OTGL3A-5050-HV-SN-5/8"	20CH0006		
LAB HC02 66	FC-7-3	HVAC - TERMINAL UNIT - FAN COIL	Daikin	FXMQ36PBVJU	E014925		
LAB HC02 30	Elevator 8 Resistor	ELECTRICAL - DIRECT CURRENT	Motion Control Engineering Inc	RESIST-R-C	2020095858		
LAB HC03 61	AHU-2	HVAC - AHU - EXTERNALLY LOCATED	Energy Labs Inc	C128318 -F CH.L	2005-12330 - AHU-2		
LAB HC03 89	AHU-2 Supply Fan Wall	HVAC - AHU - EXTERNALLY LOCATED	Not Observed				
0	AHU-2 SF FED FROM DPNPDH	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable		
LAB HC03 88	AHU-2 CONTROL PANEL	CONTROLS - BMS - OUTSTATIONS	Alerton				
LAB HC03 90	VFD- -EF-16	CONTROLS - CONTROLLER	Danfoss	177U2273	045204Y210		
LAB HC03 80	CT-1	HVAC - COOL TOWER - GALVANISED METAL	Baltimore Aircoil Company	To Be Populated	To Be Populated		
LAB HC03 93	VFD-CT1-1	CONTROLS - CONTROLLER	Danfoss	177U2559	044604Y210		
0	Cooling Tower Circulation Pump	HVAC - PUMP	Weg	01036E215JM-W22	12357277		

LAB HC03 79	Cooling Tower Circulating Pump Control	CONTROLS - BMS - OUTSTATIONS	Amiad water systems	200107-000114	10180271 SO:262725		
LAB HC02 54	FC-7-4	HVAC - ACU - SPLIT UNIT	Daikin	FTX36NVJU	E027463		
LAB HC04 00	FXA-700	HVAC - EXP VESSEL	Wessels	HD186 2:1 SH.203	332169		
LAB HC05 91		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC05 93		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC05 95		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC06 03		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC06 06		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC05 98		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC05 99		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC06 05		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
0		PLUMBING - WATER TREATMENT	Not Observed	CN4-850	Part:100289340		
0		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC00 75		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		

LAB HC00 74		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC00 76		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC00 77		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
0		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC00 78		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC00 79		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC00 80		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC00 81		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC03 35	VFD-HHWP-1	CONTROLS - CONTROLLER	Danfoss	17422417	038904Y210		
LAB HC00 82		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC00 83		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC00 84		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
0		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
0		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		

LAB HC04 32		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC05 00		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC03 65		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC03 66		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC04 76		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC03 21	EF-8,10,11,12 CONTROL PANEL	CONTROLS - BMS - OUTSTATIONS	Alerton	VLC-444e	Not Applicable		
0		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC03 68		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC03 69		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC04 31		FIRE & SEC - FIRE EXT	Not Observed				
LAB HC03 70		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC02 22		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC01 28		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		

LAB HC01 41		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC01 43		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC01 24		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC03 08		FABRIC - DOORS	Cookson	Service Door	SO 27243978-001		
LAB HC02 02		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC01 45		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC02 07		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC01 46		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
0		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC01 27		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC01 89		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC01 26		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
0	AHU-2 RF FED FROM DPNPDHB	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable		

LAB HC03 18	RPBP-2	DWS - CHECKS	Watts	LF9090TRPZ	060800		
LAB HC03 92	CDWP-1	HVAC - PUMP	Bell and Gosset	SSF 10.5	C303419-0G02		
LAB HC03 84	VFD-CDWP1	CONTROLS - CONTROLLER	Danfoss	To Be Populated	To Be Populated		
LAB HC03 91	VFD-CDWP2	CONTROLS - CONTROLLER	Danfoss	To Be Populated	To Be Populated		
LAB HC00 92		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC01 07		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC01 08		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC01 09		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC01 11		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
0		HVAC - DOSING SET - CHILLED WATER DOSING	Walchem	Not Applicable	Not Applicable		
0		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC01 02		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC06 11		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		

LAB HC00 94		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC07 83		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC05 63		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
0		FIRE & SEC - FIRE EXT	Badger	Not Applicable			
LAB HC05 65		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC05 76		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC04 59		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC02 86	HV-2	ELECTRICAL - SWITCHGEAR	Zinsco	Not Applicable	Not Applicable		
LAB HC01 06		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC06 20		FABRIC - DOORS	Not Observed	Not Applicable	Not Applicable		
0		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
0		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
0		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC01 14		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC01 15		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		

LAB HC01 01		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
0		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC07 44		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC03 53	PRV	HVAC - PIPEWORK - GAS GOVENOR	Maxitrol	OPD210E	Not Collected		
0	CH-2	HVAC - CHILLER - RECIPROCATING	Daikin	WHE106CSCSNA	STNU200700052		
0	HV-3	ELECTRICAL - SWITCHGEAR	Zinsco	Not Applicable	Not Applicable		
LAB HC07 45			0				
LAB HC01 00		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC00 97		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC00 99		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
0		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC00 96		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC00 93		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
0		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
0		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC08 01		DWS - CHECKS	LF	LF909	060797		

LAB HC02 87	No Tag	ELECTRICAL - HIGH VOLTAGE - MAIN SWITCHGEAR	Schneider Electric	PJ 1200	Ch-1: 0202411660430002 - Ch-2: 0202411660430002		
LAB HC05 78		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC05 75			Potter Roemer Fire Pro				
LAB HC05 79		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC05 72		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
LAB HC05 73		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC05 74		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC05 64		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC05 66		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC05 68		FIRE & SEC - FIRE EXT	Underwriters Laboratories				
LAB HC05 67		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
0	Switchboard for DPNPDHC, CDWP-1, DPNPDHA, CDWP-2	ELECTRICAL - HIGH VOLTAGE - MAIN SWITCHGEAR	Schneider Electric				

LAB HC05 69		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC05 71		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC06 14	PRV-9	HVAC - PIPEWORK - GAS GOVENOR	Not Observed	Not Applicable	Not Applicable		
LAB HC06 15	Mpg 5	PLUMBING - VALVE	Flowserve Nordstrom	200 CWP 4	Not Applicable		
0		ELECTRICAL - WATER HEATER - DIRECT FIRED	AO Smith	DEL-10 102	2101122603584		
LAB HC05 90		SAFETY - EVAC CHAIR	Med Sled	Not Applicable	Not Applicable		
LAB HC00 86		SAFETY - EVAC CHAIR	Med Sled	Not Applicable	Not Applicable		
LAB HC02 83	ELVPEPDHB	ELECTRICAL - DIST BD	General Electric	GTP0800U0820	SKJ20281 M0627		
LAB HC01 40		SAFETY - EVAC CHAIR	Med Sled	Not Applicable	Not Applicable		
0		FABRIC - DOORS	Not Observed	Not Applicable	Not Applicable		
LAB HC01 42		SAFETY - EVAC CHAIR	Med Sled	Not Applicable	Not Applicable		
LAB HC04 79		SAFETY - EVAC CHAIR	Med Sled	Not Applicable	Not Applicable		
LAB HC02 31		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable		

LAB HC02 32		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable		
LAB HC02 89	ESWBDP	ELECTRICAL - DIST BD	General Electric	SGLL3606L4XX	SGJ20301M0924		
LAB HC02 33	Elevator 7 110 V CAB LIGHTS	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable		
LAB HC02 34		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable		
LAB HC02 35	FC 6-2	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	To Be Populated	To Be Populated	
0		ELECTRICAL - TRANSFORMER - RESIN	Hammond Power Systems	Not Applicable	Not Applicable		
LAB HC02 29		ELECTRICAL - DIRECT CURRENT	Motion Control Engineering Inc	resist rc			
0		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable		
0		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable		
0		ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable		
0	VFD-CDWP1	CONTROLS - CONTROLLER	Danfoss	To Be Populated	To Be Populated		
0	VFD-CDWP2	CONTROLS - CONTROLLER	Danfoss	To Be Populated	To Be Populated		
LAB HC02 90	PPEPDHA	ELECTRICAL - DIST BD	General Electric	SKLL3608L4XX	SKJ20303M0424		
0	EF-19	HVAC - FAN - EXTRACT UNIT	Greenheck	To Be Populated	To Be Populated		
0	EF-16	HVAC - FAN - EXTRACT UNIT	Danfoss	To Be Populated	To Be Populated		

LAB HC04 29		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC02 57		FIRE & SEC - FIRE EXT	Amerex	Not Applicable	Not Applicable		
LAB HC04 30		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC02 36		FIRE & SEC - FIRE EXT	Amerex	Not Applicable	Not Applicable		
0		CONTROLS - LIGHTING CONTRL	Acuity Controls	To Be Populated	Not Applicable		
LAB HC03 22		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC05 87		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC05 89		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
0	DPNPDHA	ELECTRICAL - DIST BD	General Electric	SKHA36AT0800	SKJ20171M0203		
0		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC00 87		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC01 04		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC05 84		FABRIC - DOORS	Cookson	Not Applicable	27243698-001		
LAB HC05 85		FABRIC - DOORS	Cookson	Not Applicable	27243698-001		

LAB HC00 88		FABRIC - DOORS	Cookson	Not Applicable	27242541-001		
0		FABRIC - DOORS	Cookson	Not Applicable	27242541-001		
LAB HC02 73		FIRE & SEC - FIRE EXT	Amerex	Not Applicable	Not Applicable		
LAB HC02 72		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC02 61		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC02 77	DPNPDHB	ELECTRICAL - DIST BD	General Electric	SKLL3608L4XX	SKJ20312M0908		
LAB HC02 65		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
LAB HC07 40		FIRE & SEC - FIRE EXT	Unknown				
LAB HC07 87		FIRE & SEC - FIRE EXT	Advantage				
LAB HC05 83		CATERING - ICE MACHINE	Follett	7CIT00A	2021-02-23		
LAB HC05 86		CATERING - ICE MACHINE	Follett	7CI100A	2021-02-23		
0		FABRIC - DOORS	Cookson	Not Applicable	27242541-001		
0		CONTROLS - LIGHTING CONTRL	Acuity Controls	To Be Populated	Not Applicable		
LAB HC04 77		FABRIC - DOORS	Cookson	Not Applicable	27242541-001		

LAB HC05 01		FABRIC - DOORS	Cookson	Not Applicable	27242541-001		
LAB HC04 61		FABRIC - DOORS	Cookson	Not Applicable	27242541-001		
LAB HC02 81	TELVEPDA	ELECTRICAL - TRANSFORMER - RESIN	General Electric	9T10C1004G31	1M004A21		
LAB HC06 19		FABRIC - DOORS	Not Observed	Not Applicable	Not Applicable		
LAB HC08 04		ELECTRICAL - HIGH VOLTAGE - MAIN SWITCHGEAR	Eaton	Not Applicable	Not Applicable		
LAB HC08 03	LPLSBDLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
LAB HC06 07		SAFETY - EVAC CHAIR	Med Sled	Not Applicable	Not Applicable		
LAB HC05 97		SAFETY - EVAC CHAIR	Med Sled	Not Applicable	Not Applicable		
LAB HC06 00		SAFETY - EVAC CHAIR	Med Sled	Not Applicable	Not Applicable		
LAB HC05 02		SAFETY - EVAC CHAIR	Med Sled	Not Applicable	Not Applicable		
LAB HC00 91		SAFETY - EVAC CHAIR	Med Sled	Not Applicable	Not Applicable		
LAB HC00 90		SAFETY - EVAC CHAIR	Med Sled	Not Applicable	Not Applicable		
LAB HC02 88	TELVEPDA	ELECTRICAL - TRANSFORMER - RESIN	General Electric	9T10C1002G31	1M00049KE		

LAB HC05 03		SAFETY - EVAC CHAIR	Med sled	Not Applicable	Not Applicable		
0	EF-5	HVAC - FAN - EXTRACT UNIT	Greenheck	CUE-240-B-VGD—50-X	16703926		
0		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
0		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
0		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
0	FCU 3-3	HVAC - TERMINAL UNIT - FAN COIL		Multi Aqua	To Be Populated	To Be Populated	
0	VAV 1-301	HVAC - VAV	Price	SDV			
0		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable		
0		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
0		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable		
0		PLUMBING - PUMP	Armstrong	ARMfIO E32.2B			
LAB HC02 97	TEPDA	ELECTRICAL - TRANSFORMER - RESIN	General Electric	9T10A1004	1M0003U4S		
0	STATE# 052889	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable		
0	110 V CAB LIGHTS	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable		
0		FIRE & SEC - FIRE EXT	Badger	Not Applicable			
0		FIRE & SEC - FIRE EXT	Badger	Not Applicable			
0	Elevator 5	TRANSPORT - ELEVATOR - TRACTION	Torin Drive	OTMGL2-3550-HV-10mm	19BV00020		
0		FIRE & SEC - FIRE EXT	Not Applicable	Not Applicable	Not Applicable		
0	FC 6-1	HVAC - TERMINAL UNIT - FAN COIL		Daikin	To Be Populated	To Be Populated	
0	ELEVATOR MACHINE ROOMS MONITORING PANEL		CONTROLS - BMS - OUTSTATIONS	Not Observed			
0	FU 6-1/2/3 CONTROL PANEL	CONTROLS - BMS - OUTSTATIONS	Not Observed				
0	HHWP-2	HVAC - PUMP	Bell and Gosset	Not Applicable	C303420-01F02		

LAB HC02 84	TDPNPDA	ELECTRICAL - TRANSFORMER - RESIN	General Electric	9T10A1004	1M0003U4Y		
0	HHWP-1	HVAC - PUMP	Bell and Gosset	Not Applicable	C303420-02F02		
0	RPBP-4	DWS - CHECKS	Watts	LF009M2QT			
0	Hot Water Expansion Tank	HVAC - STORAGE	Not Visible				
0		COMMS - CALL SYSTEMS - PAGING	Valcom				
0	UPS RPEPALA- 1,3	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable		
0	EF-16	HVAC - FAN - EXTRACT UNIT	Greenheck	CUE-180HP-A-X	16558718		
0	EF-19	HVAC - FAN - EXTRACT UNIT	Greenheck	CUE-090-VG-X	16703940		
0	CDWP-2	HVAC - PUMP	Bell and Gosset	Not Applicable	C303419-01C02		
LAB HC02 80	DPNPDHC	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
0	CONDENSER WATER SYSTEM CONTROL PANEL		CONTROLS - BMS - OUTSTATIONS	Climatec	Not Applicable	Not Applicable	
0	CT-2	HVAC - COOL TOWER - GALVANISED METAL	Baltimore Aircoil Company	To Be Populated	To Be Populated		
0	RPBP-3	DWS - CHECKS	Wilkins				
0	CU- 6 -A	HVAC - ACU - SPLIT UNIT	Daikin	RX36NMVJUA	E000419		
0	AHU-4 RF VFD FED FROM PPEPDHA-4	CONTROLS - CONTROLLER	Danfoss	To Be Populated	To Be Populated		
0	AHU-5 CONTROL PANEL	CONTROLS - BMS - OUTSTATIONS	Climatec	Not Applicable	Not Applicable		
0	AHU-3 RF VFD FED FROM PPEPDHA-1	CONTROLS - CONTROLLER	Danfoss	To Be Populated	To Be Populated		
0		FABRIC - DOORS	Not Applicable				
0	VAV-1-212	HVAC - VAV	Price	SDV	1563618-004-070		

0	FCU 2-2	HVAC - TERMINAL UNIT - FAN COIL	Multi Aqua	To Be Populated	To Be Populated	
LAB HC02 82	DPNPDLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
0		HVAC - VAV	Price	SDV	1563618-004-093	
0	FCU 2-4	HVAC - ACU - SPLIT UNIT	Multi Aqua	To Be Populated	To Be Populated	
0		DWS - DRINK FOUNTAIN	Murdock	To Be Populated	Not Applicable	
0	TF-6	HVAC - FAN - EXTRACT UNIT	Greenheck	SQ-80-VG-X	16624943	
0	TF-5	HVAC - FAN - EXTRACT UNIT	Greenheck	SQ-80-VG-X	16624942	
0	LPN1DHA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
0	RPE1DLC	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
0	DPF1DLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
0	TE1DA	ELECTRICAL - TRANSFORMER - RESIN	General Electric			
0	FCU 1-1	HVAC - TERMINAL UNIT - FAN COIL	Multi Aqua	To Be Populated	To Be Populated	
LAB HC03 03	PPEPDLP	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable	
0	UPS RPE1BLA-24,26	ELECTRICAL - LOW VOLTAGE	Eaton	Not Applicable	Not Applicable	
0		FIRE & SEC - FIRE EXT	J.L Industries	Not Applicable	Not Applicable	
0	Door 1603	FABRIC - DOORS	Not Observed	Not Applicable	Not Applicable	
0		FABRIC - DOORS	Cookson	Not Applicable	To Be Populated	
0	5101	FABRIC - DOORS	Not Observed	Not Applicable	Not Applicable	
0		CONTROLS - LIGHTING CONTRL	Acuity Controls	To Be Populated	Not Applicable	
0	DCN5DA	ELECTRICAL - HIGH VOLTAGE	General Electric	Busway Plugs		

0	DCE5DA	ELECTRICAL - HIGH VOLTAGE	General Electric	Busway Plugs			
0	VAV-1-B51	HVAC - VAV	Price				
0	FCU B-6	HVAC - TERMINAL UNIT - FAN COIL		Daikin	To Be Populated	To Be Populated	
LAB HC02 98	PPEPDLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
0	Sub-Station C	ELECTRICAL - SWITCHGEAR	Zinsco				
0	VAV-1-B50	HVAC - VAV	Price				
0		TRANSPORT - ELEVATOR - PASSENGER LIFT HYDRUALIC	Otis	AAA20390AF1	HYD-N1F431		
0	VAV-2-B05	HVAC - VAV	Price				
0	MUA-1	HVAC - AHU - EXTERNALLY LOCATED	Greenheck	MXS-P120-H22	16558378		
0		PLUMBING - PUMP	Baldor	84Z04051	F1911013271		
0	VAV5-219	HVAC - VAV	Price	SDV	1563618-004-093		
0	RCP-1	PLUMBING - PUMP	Bell and Gosset	103418LF 1K02			
0	WH-2	HVAC - BOILER - GAS	Lochinvar	NO. SNA501-125	2003 117791402		
0	HV-3	ELECTRICAL - SWITCHGEAR	Zinsco				
LAB HC02 75	PPEPDHB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
0		PLUMBING - VALVE	0				
0	VAV-2-B08	HVAC - VAV	Price	SDV5	1563618		
0	RPEBCLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
0	RPNBCLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
0	RPNBCLB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
0	TF-3	HVAC - FAN - EXTRACT UNIT	Greenheck	SQ-80-VG-X	16563092		

0		CATERING - ICE MACHINE	Follett	7CI100A			
0		CONTROLS - LIGHTING CONTRL	Acuity Controls	To Be Populated	Not Applicable		
0	RPE2DLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
0	RPN2DLF	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
LAB HC02 76	ELVPEPDLB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
0	RPN2DLE	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
0	RPN2DLD	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
0	RPN2DLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
0	RPN2DLB	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
0	TF-13	HVAC - FAN - EXTRACT UNIT	Greenheck				
0	AC B-1	HVAC - TERMINAL UNIT - FAN COIL		Not Visible			
LAB HC02 85	RPNPDLA	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
0	RPEPDLC	ELECTRICAL - DIST BD - LOW VOLTAGE	General Electric	Not Applicable	Not Applicable		
LAB HC03 54	ET-2	HVAC - EXP VESSEL - CHILLED WATER EXPANSION	Wessels	L9747.5C	331607		
0	CHWP-1	HVAC - PUMP	Bell and Gosset	G-1510 SSS 10.625	C303148-02G02		
0	ELEVATOR MACHINE ROOMS MONITORING PANEL		CONTROLS - CONTROL PANEL - UNIT CONTROLLER LIFT	Climatec	Not Applicable	5420093	
0	FCU 6-1/2/3 CONTROL PANEL	CONTROLS - BMS - OUTSTATIONS	Climatec	VLC-1188-E	Not Applicable		

LAB HC03 41	#5	CONTROLS - LIGHTING CONTRL	Acuity Controls	To Be Populated	Not Applicable		
LAB HC03 95	AHU-4	HVAC - AHU - EXTERNALLY LOCATED	Energy Labs Inc	C128228 - F CH - L	2005-12330 - AHU4		
LAB HC03 74	AHU SUPPLY FANWALL	HVAC - AHU - EXTERNALLY LOCATED	Energy Labs Inc	Not Observed	Not Observed		
LAB HC04 04	AHU-4 SF	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed		
LAB HC04 03	AHU-4 SF	CONTROLS - CONTROLLER	Danfoss	Not Observed	Not Observed		
LAB HC03 76	EF-5,6,7,9 & KEF-1 CONTROL PANEL	CONTROLS - BMS - OUTSTATIONS	Climatec	VLC-1188-E	Not Applicable		
LAB HC03 73	AHU-4 CONTROL PANEL	CONTROLS - BMS - OUTSTATIONS	Not Observed	Not Observed	Not Observed		
LAB HC04 02	AHU-4 RETURN FANWALL	HVAC - AHU - EXTERNALLY LOCATED	Energy Labs Inc	Not Observed	Not Observed		
LAB HC03 40	PRV	HVAC - PIPEWORK - GAS GOVENOR	Pietro Fiorentini	31154	Not Collected		
0	VAV-1-B01	HVAC - VAV	Price	SDV			
0	VAV-1-B10	HVAC - VAV	Price	SDV			
0	VAV-3-123	HVAC - VAV	Price	SDV			
0	VAV-4-101	HVAC - VAV	Price	SDV			
0	VAV-4-102	HVAC - VAV	Price	SDV			
0	VAV-4-103	HVAC - VAV	Price	SDV			
0	VAV-4-104	HVAC - VAV	Price	SDV			
0	VAV-4-105	HVAC - VAV	Price	SDV			
0	VAV-4-107	HVAC - VAV	Price	SDV			
0	VAV-4-108	HVAC - VAV	Price	SDV			
0	VAV-4-109	HVAC - VAV	Price	SDV			

0	VAV-4-110	HVAC - VAV	Price	SDV			
0	VAV-1-B11	HVAC - VAV	Price	SDV			
0	VAV-4-111	HVAC - VAV	Price	SDV			
0	VAV-4-112	HVAC - VAV	Price	SDV			
0	VAV-4-113	HVAC - VAV	Price	SDV			
0	VAV-4-114	HVAC - VAV	Price	SDV			
0	VAV-4-115	HVAC - VAV	Price	SDV			
0	VAV-4-117	HVAC - VAV	Price	SDV			
0	VAV-5-101	HVAC - VAV	Price	SDV			
0	VAV-5-102	HVAC - VAV	Price	SDV			
0	VAV-5-103	HVAC - VAV	Price	SDV			
0	VAV-5-104	HVAC - VAV	Price	SDV			
0	VAV-1-B12	HVAC - VAV	Price	SDV			
0	VAV-5-105	HVAC - VAV	Price	SDV			
0	VAV-5-106	HVAC - VAV	Price	SDV			
0	VAV-5-107	HVAC - VAV	Price	SDV			
0	VAV-5-108	HVAC - VAV	Price	SDV			
0	VAV-5-109	HVAC - VAV	Price	SDV			
0	VAV-5-110	HVAC - VAV	Price	SDV			
0	VAV-5-111	HVAC - VAV	Price	SDV			
0	VAV-5-112	HVAC - VAV	Price	SDV			
0	VAV-5-113	HVAC - VAV	Price	SDV			
0	VAV-1-101	HVAC - VAV	Price	SDV			
0	VAV-1-B13	HVAC - VAV	Price	SDV			
0	VAV-1-102	HVAC - VAV	Price	SDV			
0	VAV-1-103	HVAC - VAV	Price	SDV			
0	VAV-1-104	HVAC - VAV	Price	SDV			
0	VAV-1-105	HVAC - VAV	Price	SDV			
0	VAV-1-106	HVAC - VAV	Price	SDV			
0	VAV-1-107	HVAC - VAV	Price	SDV			
0	VAV-1-108	HVAC - VAV	Price	SDV			
0	VAV-1-109	HVAC - VAV	Price	SDV			
0	VAV-1-110	HVAC - VAV	Price	SDV			
0	VAV-1-111	HVAC - VAV	Price	SDV			
0	VAV-1-B14	HVAC - VAV	Price	SDV			
0	VAV-1-112	HVAC - VAV	Price	SDV			
0	VAV-1-113	HVAC - VAV	Price	SDV			
0	VAV-1-114	HVAC - VAV	Price	SDV			

0	VAV-1-115	HVAC - VAV	Price	SDV			
0	VAV-1-116	HVAC - VAV	Price	SDV			
0	VAV-2-118	HVAC - VAV	Price	SDV			
0	VAV-2-101	HVAC - VAV	Price	SDV			
0	VAV-2-102	HVAC - VAV	Price	SDV			
0	VAV-2-103	HVAC - VAV	Price	SDV			
0	VAV-2-104	HVAC - VAV	Price	SDV			
0	VAV-1-B15	HVAC - VAV	Price	SDV			
0	VAV-2-105	HVAC - VAV	Price	SDV			
0	VAV-2-106	HVAC - VAV	Price	SDV			
0	VAV-2-107	HVAC - VAV	Price	SDV			
0	VAV-2-108	HVAC - VAV	Price	SDV			
0	VAV-2-109	HVAC - VAV	Price	SDV			
0	VAV-2-110	HVAC - VAV	Price	SDV			
0	VAV-2-111	HVAC - VAV	Price	SDV			
0	VAV-2-112	HVAC - VAV	Price	SDV			
0	VAV-2-113	HVAC - VAV	Price	SDV			
0	VAV-2-114	HVAC - VAV	Price	SDV			
0	VAV-1-B16	HVAC - VAV	Price	SDV			
0	VAV-2-115	HVAC - VAV	Price	SDV			
0	VAV-2-116	HVAC - VAV	Price	SDV			
0	VAV-3-201	HVAC - VAV	Price	SDV			
0	VAV-3-202	HVAC - VAV	Price	SDV			
0	VAV-3-203	HVAC - VAV	Price	SDV			
0	VAV-3-204	HVAC - VAV	Price	SDV			
0	VAV-3-205	HVAC - VAV	Price	SDV			
0	VAV-3-206	HVAC - VAV	Price	SDV			
0	VAV-3-207	HVAC - VAV	Price	SDV			
0	VAV-3-208	HVAC - VAV	Price	SDV			
0	VAV-1-B17	HVAC - VAV	Price	SDV			
0	VAV-3-209	HVAC - VAV	Price	SDV			
0	VAV-3-210	HVAC - VAV	Price	SDV			
0	VAV-3-211	HVAC - VAV	Price	SDV			
0	VAV-3-212	HVAC - VAV	Price	SDV			
0	VAV-3-213	HVAC - VAV	Price	SDV			
0	VAV-3-214	HVAC - VAV	Price	SDV			
0	VAV-3-215	HVAC - VAV	Price	SDV			
0	VAV-4-201	HVAC - VAV	Price	SDV			

0	VAV-4-202	HVAC - VAV	Price	SDV			
0	VAV-4-203	HVAC - VAV	Price	SDV			
0	VAV-1-B18	HVAC - VAV	Price	SDV			
0	VAV-4-204	HVAC - VAV	Price	SDV			
0	VAV-4-205	HVAC - VAV	Price	SDV			
0	VAV-4-206	HVAC - VAV	Price	SDV			
0	VAV-4-207	HVAC - VAV	Price	SDV			
0	VAV-4-208	HVAC - VAV	Price	SDV			
0	VAV-4-209	HVAC - VAV	Price	SDV			
0	VAV-4-210	HVAC - VAV	Price	SDV			
0	VAV-4-211	HVAC - VAV	Price	SDV			
0	VAV-4-212	HVAC - VAV	Price	SDV			
0	VAV-4-213	HVAC - VAV	Price	SDV			
0	VAV-1-B19	HVAC - VAV	Price	SDV			
0	VAV-4-214	HVAC - VAV	Price	SDV			
0	VAV-4-215	HVAC - VAV	Price	SDV			
0	VAV-4-216	HVAC - VAV	Price	SDV			
0	VAV-4-217	HVAC - VAV	Price	SDV			
0	VAV-4-218	HVAC - VAV	Price	SDV			
0	VAV-5-201	HVAC - VAV	Price	SDV			
0	VAV-5-202	HVAC - VAV	Price	SDV			
0	VAV-5-203	HVAC - VAV	Price	SDV			
0	VAV-5-204	HVAC - VAV	Price	SDV			
0	VAV-5-205	HVAC - VAV	Price	SDV			
0	VAV-1-B02	HVAC - VAV	Price	SDV			
0	VAV-1-B20	HVAC - VAV	Price	SDV			
0	VAV-5-206	HVAC - VAV	Price	SDV			
0	VAV-5-207	HVAC - VAV	Price	SDV			
0	VAV-5-208	HVAC - VAV	Price	SDV			
0	VAV-5-209	HVAC - VAV	Price	SDV			
0	VAV-5-210	HVAC - VAV	Price	SDV			
0	VAV-5-211	HVAC - VAV	Price	SDV			
0	VAV-5-212	HVAC - VAV	Price	SDV			
0	VAV-5-213	HVAC - VAV	Price	SDV			
0	VAV-5-214	HVAC - VAV	Price	SDV			
0	VAV-5-215	HVAC - VAV	Price	SDV			
0	VAV-1-B30	HVAC - VAV	Price	SDV			
0	VAV-5-216	HVAC - VAV	Price	SDV			

0	VAV-5-217	HVAC - VAV	Price	SDV			
0	VAV-5-218	HVAC - VAV	Price	SDV			
0	VAV-1-201	HVAC - VAV	Price	SDV			
0	VAV-1-202	HVAC - VAV	Price	SDV			
0	VAV-1-203	HVAC - VAV	Price	SDV			
0	VAV-1-204	HVAC - VAV	Price	SDV			
0	VAV-1-205	HVAC - VAV	Price	SDV			
0	VAV-1-206	HVAC - VAV	Price	SDV			
0	VAV-1-207	HVAC - VAV	Price	SDV			
0	VAV-1-B35	HVAC - VAV	Price	SDV			
0	VAV-1-208	HVAC - VAV	Price	SDV			
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0	VAV-1-210	HVAC - VAV	Price	SDV			
0	VAV-1-211	HVAC - VAV	Price	SDV			
0	VAV-1-212	HVAC - VAV	Price	SDV			
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0	VAV-2-202	HVAC - VAV	Price	SDV			
0	VAV-2-203	HVAC - VAV	Price	SDV			
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0	VAV-2-205	HVAC - VAV	Price	SDV			
0	VAV-1-B37	HVAC - VAV	Price	SDV			
0	VAV-2-206	HVAC - VAV	Price	SDV			
0	VAV-2-207	HVAC - VAV	Price	SDV			
0	VAV-2-208	HVAC - VAV	Price	SDV			
0	VAV-2-209	HVAC - VAV	Price	SDV			
0	VAV-2-210	HVAC - VAV	Price	SDV			
0	VAV-2-211	HVAC - VAV	Price	SDV			
0	VAV-2-212	HVAC - VAV	Price	SDV			
0	VAV-2-213	HVAC - VAV	Price	SDV			
0	VAV-2-214	HVAC - VAV	Price	SDV			
0	VAV-2-215	HVAC - VAV	Price	SDV			
0	VAV-1-B38	HVAC - VAV	Price	SDV			
0	VAV-2-216	HVAC - VAV	Price	SDV			
0	VAV-2-217	HVAC - VAV	Price	SDV			
0	VAV-2-218	HVAC - VAV	Price	SDV			
0	VAV-2-219	HVAC - VAV	Price	SDV			
0	VAV-3-301	HVAC - VAV	Price	SDV			
0	VAV-3-302	HVAC - VAV	Price	SDV			

0	VAV-3-303	HVAC - VAV	Price	SDV			
0	VAV-3-304	HVAC - VAV	Price	SDV			
0	VAV-3-305	HVAC - VAV	Price	SDV			
0	VAV-3-306	HVAC - VAV	Price	SDV			
0	VAV-1-B39	HVAC - VAV	Price	SDV			
0	VAV-3-307	HVAC - VAV	Price	SDV			
0	VAV-3-308	HVAC - VAV	Price	SDV			
0	VAV-3-309	HVAC - VAV	Price	SDV			
0	VAV-3-310	HVAC - VAV	Price	SDV			
0	VAV-3-311	HVAC - VAV	Price	SDV			
0	VAV-3-312	HVAC - VAV	Price	SDV			
0	VAV-3-313	HVAC - VAV	Price	SDV			
0	VAV-3-314	HVAC - VAV	Price	SDV			
0	VAV-3-315	HVAC - VAV	Price	SDV			
0	VAV-3-316	HVAC - VAV	Price	SDV			
0	VAV-1-B40	HVAC - VAV	Price	SDV			
0	VAV-3-317	HVAC - VAV	Price	SDV			
0	VAV-4-302	HVAC - VAV	Price	SDV			
0	VAV-4-303	HVAC - VAV	Price	SDV			
0	VAV-4-304	HVAC - VAV	Price	SDV			
0	VAV-4-305	HVAC - VAV	Price	SDV			
0	VAV-4-306	HVAC - VAV	Price	SDV			
0	VAV-4-307	HVAC - VAV	Price	SDV			
0	VAV-4-308	HVAC - VAV	Price	SDV			
0	VAV-4-309	HVAC - VAV	Price	SDV			
0	VAV-4-310	HVAC - VAV	Price	SDV			
0	VAV-1-B41	HVAC - VAV	Price	SDV			
0	VAV-4-311	HVAC - VAV	Price	SDV			
0	VAV-4-312	HVAC - VAV	Price	SDV			
0	VAV-4-313	HVAC - VAV	Price	SDV			
0	VAV-4-314	HVAC - VAV	Price	SDV			
0	VAV-4-315	HVAC - VAV	Price	SDV			
0	VAV-4-316	HVAC - VAV	Price	SDV			
0	VAV-4-317	HVAC - VAV	Price	SDV			
0	VAV-4-318	HVAC - VAV	Price	SDV			
0	VAV-4-319	HVAC - VAV	Price	SDV			
0	VAV-4-320	HVAC - VAV	Price	SDV			
0	VAV-1-B42	HVAC - VAV	Price	SDV			

0	VAV-5-301	HVAC - VAV	Price	SDV			
0	VAV-5-302	HVAC - VAV	Price	SDV			
0	VAV-5-303	HVAC - VAV	Price	SDV			
0	VAV-5-304	HVAC - VAV	Price	SDV			
0	VAV-5-305	HVAC - VAV	Price	SDV			
0	VAV-5-306	HVAC - VAV	Price	SDV			
0	VAV-5-307	HVAC - VAV	Price	SDV			
0	VAV-5-308	HVAC - VAV	Price	SDV			
0	VAV-5-309	HVAC - VAV	Price	SDV			
0	VAV-5-310	HVAC - VAV	Price	SDV			
0	VAV-1-B43	HVAC - VAV	Price	SDV			
0	VAV-5-311	HVAC - VAV	Price	SDV			
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0	VAV-5-315	HVAC - VAV	Price	SDV			
0	VAV-5-316	HVAC - VAV	Price	SDV			
0	VAV-5-317	HVAC - VAV	Price	SDV			
0	VAV-1-303	HVAC - VAV	Price	SDV			
0	VAV-2-301	HVAC - VAV	Price	SDV			
0	VAV-2-302	HVAC - VAV	Price	SDV			
0	VAV-1-B03	HVAC - VAV	Price	SDV			
0	VAV-2-B12	HVAC - VAV	Price	SDV			
0	VAV-2-303	HVAC - VAV	Price	SDV			
0	VAV-2-304	HVAC - VAV	Price	SDV			
0	VAV-2-305	HVAC - VAV	Price	SDV			
0	VAV-2-306	HVAC - VAV	Price	SDV			
0	VAV-2-307	HVAC - VAV	Price	SDV			
0	VAV-2-308	HVAC - VAV	Price	SDV			
0	VAV-2-309	HVAC - VAV	Price	SDV			
0	VAV-2-310	HVAC - VAV	Price	SDV			
0	VAV-2-311	HVAC - VAV	Price	SDV			
0	VAV-2-312	HVAC - VAV	Price	SDV			
0	VAV-2-B13	HVAC - VAV	Price	SDV			
0	VAV-2-313	HVAC - VAV	Price	SDV			
0	VAV-2-314	HVAC - VAV	Price	SDV			
0	VAV-2-315	HVAC - VAV	Price	SDV			
0	VAV-2-317	HVAC - VAV	Price	SDV			

0	VAV-3-401	HVAC - VAV	Price	SDV			
0	VAV-3-402	HVAC - VAV	Price	SDV			
0	VAV-3-403	HVAC - VAV	Price	SDV			
0	VAV-3-404	HVAC - VAV	Price	SDV			
0	VAV-3-405	HVAC - VAV	Price	SDV			
0	VAV-3-406	HVAC - VAV	Price	SDV			
0	VAV-2-B14	HVAC - VAV	Price	SDV			
0	VAV-3-407	HVAC - VAV	Price	SDV			
0	VAV-3-408	HVAC - VAV	Price	SDV			
0	VAV-3-410	HVAC - VAV	Price	SDV			
0	VAV-3-411	HVAC - VAV	Price	SDV			
0	VAV-3-412	HVAC - VAV	Price	SDV			
0	VAV-3-413	HVAC - VAV	Price	SDV			
0	VAV-3-415	HVAC - VAV	Price	SDV			
0	VAV-3-416	HVAC - VAV	Price	SDV			
0	VAV-4-410	HVAC - VAV	Price	SDV			
0	VAV-5-401	HVAC - VAV	Price	SDV			
0	VAV-2-B15	HVAC - VAV	Price	SDV			
0	VAV-5-402	HVAC - VAV	Price	SDV			
0	VAV-5-403	HVAC - VAV	Price	SDV			
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0	VAV-5-405	HVAC - VAV	Price	SDV			
0	VAV-5-406	HVAC - VAV	Price	SDV			
0	VAV-5-407	HVAC - VAV	Price	SDV			
0	VAV-5-408	HVAC - VAV	Price	SDV			
0	VAV-5-409	HVAC - VAV	Price	SDV			
0	VAV-5-410	HVAC - VAV	Price	SDV			
0	VAV-5-411	HVAC - VAV	Price	SDV			
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0	VAV-5-412	HVAC - VAV	Price	SDV			
0	VAV-5-413	HVAC - VAV	Price	SDV			
0	VAV-1-402	HVAC - VAV	Price	SDV			
0	VAV-2-401	HVAC - VAV	Price	SDV			
0	VAV-2-402	HVAC - VAV	Price	SDV			
0	VAV-2-403	HVAC - VAV	Price	SDV			
0	VAV-2-404	HVAC - VAV	Price	SDV			
0	VAV-2-405	HVAC - VAV	Price	SDV			
0	VAV-2-406	HVAC - VAV	Price	SDV			

0	VAV-2-407	HVAC - VAV	Price	SDV			
0	VAV-2-B17	HVAC - VAV	Price	SDV			
0	VAV-2-408	HVAC - VAV	Price	SDV			
0	VAV-2-409	HVAC - VAV	Price	SDV			
0	VAV-2-410	HVAC - VAV	Price	SDV			
0	VAV-2-411	HVAC - VAV	Price	SDV			
0	VAV-2-412	HVAC - VAV	Price	SDV			
0	VAV-2-413	HVAC - VAV	Price	SDV			
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0	VAV-2-415	HVAC - VAV	Price	SDV			
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0	VAV-3-502	HVAC - VAV	Price	SDV			
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0	VAV-3-508	HVAC - VAV	Price	SDV			
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0	VAV-3-513	HVAC - VAV	Price	SDV			
0	VAV-3-514	HVAC - VAV	Price	SDV			
0	VAV-3-515	HVAC - VAV	Price	SDV			
0	VAV-3-516	HVAC - VAV	Price	SDV			
0	VAV-3-519	HVAC - VAV	Price	SDV			
0	VAV-4-501	HVAC - VAV	Price	SDV			
0	VAV-4-502	HVAC - VAV	Price	SDV			
0	VAV-4-503	HVAC - VAV	Price	SDV			
0	VAV-4-504	HVAC - VAV	Price	SDV			
0	VAV-4-505	HVAC - VAV	Price	SDV			
0	VAV-2-B20	HVAC - VAV	Price	SDV			
0	VAV-4-506	HVAC - VAV	Price	SDV			
0	VAV-4-507	HVAC - VAV	Price	SDV			
0	VAV-4-508	HVAC - VAV	Price	SDV			

0	VAV-4-509	HVAC - VAV	Price	SDV			
0	VAV-4-510	HVAC - VAV	Price	SDV			
0	VAV-4-511	HVAC - VAV	Price	SDV			
0	VAV-4-512	HVAC - VAV	Price	SDV			
0	VAV-4-513	HVAC - VAV	Price	SDV			
0	VAV-4-514	HVAC - VAV	Price	SDV			
0	VAV-4-515	HVAC - VAV	Price	SDV			
0	VAV-2-B22	HVAC - VAV	Price	SDV			
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0	VAV-5-502	HVAC - VAV	Price	SDV			
0	VAV-5-503	HVAC - VAV	Price	SDV			
0	VAV-5-504	HVAC - VAV	Price	SDV			
0	VAV-1-B04	HVAC - VAV	Price	SDV			
0	VAV-2-B23	HVAC - VAV	Price	SDV			
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0	VAV-5-506	HVAC - VAV	Price	SDV			
0	VAV-5-507	HVAC - VAV	Price	SDV			
0	VAV-5-508	HVAC - VAV	Price	SDV			
0	VAV-5-509	HVAC - VAV	Price	SDV			
0	VAV-5-510	HVAC - VAV	Price	SDV			
0	VAV-5-511	HVAC - VAV	Price	SDV			
0	VAV-5-512	HVAC - VAV	Price	SDV			
0	VAV-5-513	HVAC - VAV	Price	SDV			
0	VAV-5-514	HVAC - VAV	Price	SDV			
0	VAV-2-B01	HVAC - VAV	Price	SDV			
0	VAV-5-515	HVAC - VAV	Price	SDV			
0	VAV-5-516	HVAC - VAV	Price	SDV			
0	VAV-5-517	HVAC - VAV	Price	SDV			
0	VAV-5-518	HVAC - VAV	Price	SDV			
0	VAV-2-501	HVAC - VAV	Price	SDV			
0	VAV-2-502	HVAC - VAV	Price	SDV			
0	VAV-2-503	HVAC - VAV	Price	SDV			

0	VAV-2-504	HVAC - VAV	Price	SDV			
0	VAV-2-505	HVAC - VAV	Price	SDV			
0	VAV-2-506	HVAC - VAV	Price	SDV			
0	VAV-2-B03	HVAC - VAV	Price	SDV			
0	VAV-2-507	HVAC - VAV	Price	SDV			
0	VAV-2-508	HVAC - VAV	Price	SDV			
0	VAV-2-509	HVAC - VAV	Price	SDV			
0	VAV-2-510	HVAC - VAV	Price	SDV			
0	VAV-2-511	HVAC - VAV	Price	SDV			
0	VAV-2-512	HVAC - VAV	Price	SDV			
0	VAV-2-513	HVAC - VAV	Price	SDV			
0	VAV-2-514	HVAC - VAV	Price	SDV			
0	VAV-2-517	HVAC - VAV	Price	SDV			
0	VAV-2-518	HVAC - VAV	Price	SDV			
0	VAV-2-B24	HVAC - VAV	Price	SDV			
0	VAV-3-104	HVAC - VAV	Price	SDV			
0	VAV-3-105	HVAC - VAV	Price	SDV			
0	VAV-3-106	HVAC - VAV	Price	SDV			
0	VAV-3-107	HVAC - VAV	Price	SDV			
0	VAV-3-108	HVAC - VAV	Price	SDV			
0	VAV-3-109	HVAC - VAV	Price	SDV			
0	VAV-3-110	HVAC - VAV	Price	SDV			
0	VAV-3-111	HVAC - VAV	Price	SDV			
0	VAV-3-112	HVAC - VAV	Price	SDV			
0	VAV-1-B09	HVAC - VAV	Price	SDV			
0	VAV-3-113	HVAC - VAV	Price	SDV			
0	VAV-3-114	HVAC - VAV	Price	SDV			
0	VAV-3-115	HVAC - VAV	Price	SDV			
0	VAV-3-116	HVAC - VAV	Price	SDV			
0	VAV-3-117	HVAC - VAV	Price	SDV			
0	VAV-3-118	HVAC - VAV	Price	SDV			
0	VAV-3-119	HVAC - VAV	Price	SDV			
0	VAV-3-120	HVAC - VAV	Price	SDV			
0	VAV-3-121	HVAC - VAV	Price	SDV			
0	VAV-3-122	HVAC - VAV	Price	SDV			

**FULL-SERVICE FACILITIES MANAGEMENT SERVICES
CENTRO ESTRELLA FAMILY RESOURCE CENTER**

FISCAL PROVISIONS

1. TOTAL CONTRACT SUM

The Los Angeles County (LAC) Department of Mental Health (DMH) will pay Contractor for full-service facilities management services (per Exhibit A – Statement of Work) rendered at Centro Estrella Family Resource Center. The total compensation for all services rendered will not exceed the total contract amounts noted below:

YEAR	AMOUNT
Year One	\$744,000
Year Two	\$744,000
Year Three	\$744,000
TOTAL CONTRACT SUM	\$2,232,000

2. INVOICE SCHEDULE

Contractor will submit complete and accurate monthly invoices (see Exhibit B-1, Invoice Template) to LACDMH staff. The invoices will include supportive documentation and will be submitted by the 15th day of the following month after the services month. If the invoice is not received within this timeline, DMH, at its sole discretion, reserves the right to deny payment with written notification.

3. PAYMENT

Payment to Contractor will be based on accurate and complete invoices from Contractor. No payment will be made without prior approval from LACDMH. LACDMH will review the invoice and supporting documentation to determine compliance with the terms and conditions of the contract and adherence to Exhibit A – Statement of Work.

Contractor will retain all relevant supporting documentation and make them available to LACDMH at any time for audit purposes. Invoices submitted to LACDMH will detail all monthly charges billed to LACDMH.

Upon receipt of accurate and complete invoices from Contractor, LACDMH will make payments to Contractor within 30 days of the date the invoice was received. If any portion of the invoice is disputed by LACDMH, LACDMH will reimburse Contractor for the undisputed services obtained in the invoice and work diligently with the Contractor to resolve the disputed portion of the claim in a timely manner.

At any time, if the County reasonably determines from a review or an audit of Contractor's service and billing records that the Contractor failed to deliver required services associated with this Contract, County will have the right to adjust and/or recover payment(s) associated with such service(s). The recovery from the Contractor will be made through cash payment and/or County offsets from future payment(s).

All invoices under this Contract must be submitted to the following address:

Email: APSEUIquiry@dmh.lacounty.gov

LACDMH will make reimbursement payable to Contractor. LACDMH will send payments to:

Contractor Name: CBRE Management Services Inc.

Contractor Address: TBD

**FULL-SERVICE FACILITIES MANAGEMENT SERVICES
CENTRO ESTRELLA FAMILY RESOURCE CENTER**

INVOICE

Contractor Name:		Invoice Date:	
Contract Number:		Contractor Contact Person:	
Vendor Number:		e-Mail:	
Service Month:		Telephone Number:	

Description of Services	Cost
<u>Staff</u>	
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.
<u>Services</u>	
6.	6.
7.	7.
8.	8.
9.	9.
10.	10.
<u>Other</u>	
11.	11.
12.	12.
13.	13.
14.	14.
15.	15.
TOTAL MONTHLY INVOICE AMOUNT	\$XXXX

Contractor Approver:	_____
	Signature
LACDMH Approver:	_____
	Signature

**FULL-SERVICE FACILITIES MANAGEMENT SERVICES
CENTRO ESTRELLA FAMILY RESOURCE CENTER**

INVOICE

Contractor Name:		Invoice Date:	
Contract Number:		Contractor Contact Person:	
Vendor Number:		e-Mail:	
Service Month:		Telephone Number:	

Description of Services	Cost
<u>Staff</u>	
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.
<u>Services</u>	
6.	6.
7.	7.
8.	8.
9.	9.
10.	10.
<u>Other</u>	
11.	11.
12.	12.
13.	13.
14.	14.
15.	15.
TOTAL MONTHLY INVOICE AMOUNT	\$XXXX

Contractor Approver:	_____
	Signature
LACDMH Approver:	_____
	Signature

COUNTY'S ADMINISTRATION

CONTRACT NO. MH540003

DIRECTOR OF MENTAL HEALTH:

Name: Lisa H. Wong, Psy. D.
 Title: Director
 Address: 510 S. Vermont Ave., 22nd Floor
Los Angeles, CA 90020
 Telephone: 213-947-6670
 E-mail Address: lwong@dmh.lacounty.gov

COUNTY PROJECT DIRECTOR:

Name: Damien Parker
 Title: Administrative Services Division Manager
 Address: 510 S. Vermont Ave., 20nd Floor
Los Angeles, CA 90020
 Telephone: 213-943-8579
 E-mail Address: dparker@dmh.lacounty.gov

COUNTY'S PROJECT MONITOR:

Name: Denise Curtis
 Title: Health Program Analyst I
 Address: 510 S. Vermont Ave., 20nd Floor
Los Angeles, CA 90020
 Telephone: 213-943-8538
 E-mail Address: DCurtis@dmh.lacounty.gov

COUNTY'S CONTRACT ANALYST:

Name: Sheryll Samonte
 Title: Health Program Analyst II
 Address: 510 S. Vermont Ave., 20nd Floor
Los Angeles, CA 90020
 Telephone: 213-943-8601
 E-mail Address: ssamonte@dmh.lacounty.gov

COUNTY'S CONTRACT ADMINISTRATOR:

Name: TBD
 Title: TBD
 Address: 510 S. Vermont Ave. 20th Floor
Los Angeles, CA 90020
 Telephone: TBD
 E-mail Address: TBD

CONTRACTOR'S NAME: CBRE MANAGED SERVICES INC.

CONTRACT NO. MH540003

CONTRACTOR'S PROJECT MANAGER:

Name: Click or tap here to enter text.
Title: Click or tap here to enter text.
Address: Click or tap here to enter text.
Click or tap here to enter text.
Telephone: Click or tap here to enter text.
E-mail Address: Click or tap here to enter text.

CONTRACTOR'S AUTHORIZED OFFICIAL(S):

Name: Click or tap here to enter text.
Title: Click or tap here to enter text.
Address: Click or tap here to enter text.
Click or tap here to enter text.
Telephone: Click or tap here to enter text.
E-mail Address: Click or tap here to enter text.

Name: Click or tap here to enter text.
Title: Click or tap here to enter text.
Address: Click or tap here to enter text.
Click or tap here to enter text.
Telephone: Click or tap here to enter text.
E-mail Address: Click or tap here to enter text.

NOTICES TO CONTRACTOR:

Name: Click or tap here to enter text.
Title: Click or tap here to enter text.
Address: Click or tap here to enter text.
Click or tap here to enter text.
Telephone: Click or tap here to enter text.
E-mail Address: Click or tap here to enter text.

CONTRACTOR ACKNOWLEDGEMENT AND CONFIDENTIALITY AGREEMENTContractor Name: CBRE Managed Services Inc. Contract No MH540003**GENERAL INFORMATION:**

The Contractor referenced above has entered into a contract with the County of Los Angeles to provide certain services to the County. The County requires the Corporation to sign this Contractor Acknowledgement and Confidentiality Agreement.

CONTRACTOR ACKNOWLEDGEMENT:

Contractor understands and agrees that the Contractor employees, consultants, Outsourced Vendors and independent contractors (Contractor's Staff) that will provide services in the above referenced agreement are Contractor's sole responsibility. Contractor understands and agrees that Contractor's Staff must rely exclusively upon Contractor for payment of salary and any and all other benefits payable by virtue of Contractor's Staff's performance of work under the above-referenced contract.

Contractor understands and agrees that Contractor's Staff are not employees of the County of Los Angeles for any purpose whatsoever and that Contractor's Staff do not have and will not acquire any rights or benefits of any kind from the County of Los Angeles by virtue of my performance of work under the above-referenced contract. Contractor understands and agrees that Contractor's Staff will not acquire any rights or benefits from the County of Los Angeles pursuant to any agreement between any person or entity and the County of Los Angeles.

CONFIDENTIALITY AGREEMENT:

Contractor and Contractor's Staff may be involved with work pertaining to services provided by the County of Los Angeles and, if so, Contractor and Contractor's Staff may have access to confidential data and information pertaining to persons and/or entities receiving services from the County. In addition, Contractor and Contractor's Staff may also have access to proprietary information supplied by other vendors doing business with the County of Los Angeles. The County has a legal obligation to protect all such confidential data and information in its possession, especially data and information concerning health, criminal, and welfare recipient records. Contractor and Contractor's Staff understand that if they are involved in County work, the County must ensure that Contractor and Contractor's Staff, will protect the confidentiality of such data and information. Consequently, Contractor must sign this Confidentiality Agreement as a condition of work to be provided by Contractor's Staff for the County.

Contractor and Contractor's Staff hereby agrees that they will not divulge to any unauthorized person any data or information obtained while performing work pursuant to the above-referenced contract between Contractor and the County of Los Angeles. Contractor and Contractor's Staff agree to forward all requests for the release of any data or information received to County's Project Manager.

Contractor and Contractor's Staff agree to keep confidential all health, criminal, and welfare recipient records and all data and information pertaining to persons and/or entities receiving services from the County, design concepts, algorithms, programs, formats, documentation, Contractor proprietary information and all other original materials produced, created, or provided to Contractor and Contractor's Staff under the above-referenced contract. Contractor and Contractor's Staff agree to protect these confidential materials against disclosure to other than Contractor or County employees who have a need to know the information. Contractor and Contractor's Staff agree that if proprietary information supplied by other County vendors is provided to me during this employment, Contractor and Contractor's Staff must keep such information confidential.

Contractor and Contractor's Staff agree to report any and all violations of this agreement by Contractor and Contractor's Staff and/or by any other person of whom Contractor and Contractor's Staff become aware.

Contractor and Contractor's Staff acknowledge that violation of this agreement may subject Contractor and Contractor's Staff to civil and/or criminal action and that the County of Los Angeles may seek all possible legal redress.

SIGNATURE: _____ DATE: _____

PRINTED NAME: _____

POSITION: _____

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.



BabySafeLA.org

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.

CHARITABLE CONTRIBUTIONS CERTIFICATION

CBRE MANAGED SERVICES INC.,

Company Name

2100 McKinney Ave., STE 900, Dallas, TX 75201

Address

Internal Revenue Service Employer Identification Number

California Registry of Charitable Trusts "CT" number (if applicable)

The Nonprofit Integrity Act (SB 1262, Chapter 919) added requirements to California's Supervision of Trustees and Fundraisers for Charitable Purposes Act which regulates those receiving and raising charitable contributions. **Check the Certification below that is applicable to your company.**

Bidder 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 Bidder engages in activities subjecting it to those laws during the term of a County contract, it will timely comply with them and provide County a copy of its initial registration with the California State Attorney General's Registry of Charitable Trusts when filed.

OR

Bidder or Contractor is registered with the California Registry of Charitable Trusts under the CT number listed above 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 as required by Title 11 California Code of Regulations, sections 300-301 and Government Code sections 12585-12586.

Signature: _____ Date: _____

Printed Name: _____ Title: _____

ATTESTATION REGARDING INFORMATION SECURITY REQUIREMENTS

Contractor must comply with Los Angeles County Board of Supervisors Policy No. 5.200 "Contractor Protection of Electronic County Information" security and privacy requirements.

CBRE Managed Services Inc., (hereafter "Contractor") acknowledges and certifies that safeguards are in place to protect electronically stored and/or transmitted personal identifiable information (PII); protected health information (PHI) and medical information (MI).

Contractor acknowledges it is the Contractor's responsibility to access the following link: <https://dmh.lacounty.gov/for-providers/administrative-tools/administrative-forms/contract-attachments/> **annually and upon notification by DMH of updated Information Security Attachments to complete, or update, the forms listed below that are applicable to their contract:**

- Attachment 1 – Information Security and Privacy Requirements for Contracts
- Attachment 2 – DMH Contractor's Compliance with Information Security Requirements
- Attachment 3 – Confidentiality Oath for Non-DMH Workforce Members
- Attachment 4 – Electronic Data Transmission Trading Partner Attachment (TPA)

Further, Contractor agrees to comply with the terms and conditions of the attachments listed above, which are by this reference made a part of the Contract. It is Contractor's responsibility to access the link above, complete the attachments as specified and only return the documents where submission is indicated, via email to the Contract Administrator listed in Exhibit D (County's Administration).

Name of authorized official (Official Name) _____
Printed name

Signature of authorized official _____ Date _____

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.

HOA.104008393.4
Rev. [4/16/24]

CONTRIBUTION AND AGENT DECLARATION FORM

Complete each section below. State "none" if applicable.

A. COMPANY OR APPLICANT INFORMATION

1) Declarant Company or Applicant Name:

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):

b) Subsidiaries:

c) Related Business Entities:

3) If Declarant Company is a closed corporation (non-public, with under 35 shareholders), identify the majority shareholder.

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.

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

*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

*Please attach an additional page, if necessary.

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 _____ additional pages attached to this Contribution Declaration Form.

COMPANY BIDDERS OR APPLICANTS

I, _____ (Authorized Representative), on behalf of _____ (Declarant Company), at which I am employed as _____ (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.

Signature

Date

CONTRIBUTION AND AGENT DECLARATION FORM

INDIVIDUAL BIDDERS OR APPLICANTS

I, _____, 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

Date